

Ryan White Planning Council of the Dallas Area
Office of Support

Memorandum

To: Members and Liaisons, Needs Assessment
Committee

From: RWPC Support Staff

Date: May 9, 2023

Re: Meeting Announcement

Please note that there will be a:
Needs Assessment Committee Meeting
Tuesday, May 16, 2023, 2:00 p.m.
Please join from your computer, tablet or smartphone.
[Teleconference/gotomeeting.com](https://www.gotomeeting.com)
Dallas, Texas 75207

Attached, please find the meeting packet for your review. Committee members, if you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1840 on or before Monday, May 15, 2023. Otherwise, we look forward to seeing you at the next meeting.

Please view Ryan White 101 on our social media Like Share Subscribe:

<https://www.dallascounty.org/departments/rwpc/>

cc: Philip Huang, MD, MPH, Director
Dallas County Judge's Office
Sonya M. Hughes, Assistant Director
Justin M. Henry, Grants Manager - Programmatic
Wanda Scott, Grants Manager - Fiscal
Glenda Blackmon-Johnson, RWPC Manager
Oscar Salinas, Quality Assurance Administrator
Carla Jackson, Program Monitor
David Kim, Program Monitor
Angela Jones, Quality Assurance Advisor
Regina Waits, Health Advisor
Vacant, Program Monitor
Marlen Rivera, Fiscal
Kofi Bissah, ADAP Liaison
Jasmine Sanders, RWPC Health Planner
Logane Brazile, RWPC Office of Support
Building Security

Needs Assessment Committee

Charge: *To oversee the development and implementation of the needs assessment process to identify the needs, barriers to care, and gaps in service in the HIV community and develop a comprehensive plan in line with the priority goals of the Ryan White Planning Council.*

AGENDA

May 16, 2023

2:00 p.m.

- | | |
|---|------------------------------|
| I. Call to Order | Lionel Hillard, Chair |
| II. Certification of Quorum | Lionel Hillard, Chair |
| III. Introductions/Announcements | Lionel Hillard, Chair |
| IV. Approval of the April 18, 2023, Minutes | Action Item |
| V. Office of Support Report <ul style="list-style-type: none">• RWPC Membership Representation and Reflectiveness | Office of Support |
| VI. EHE/ Taskforce/ Integrated Plan Updates | Miranda Grant, EHE |
| VII. FY 2022 Needs Assessment Close Out Presentation | Michael Hager, NA Consultant |
| VIII. New Business | |
| IX. Adjournment | Lionel Hillard, Chair |

**Due to COVID-19
Until Further Notice**

NEXT SCHEDULED MEETING

Tuesday, June 20, 2023, 2:00 p.m.

Will be held via TELE-CONFERENCE

Needs Assessment Committee Tuesday, April 18, 2023, Meeting Minutes

Charge: To oversee the development and implementation of the needs assessment process to identify the needs, barriers to care, and gaps in service in the HIV community and develop a comprehensive plan in line with the priority goals of the Ryan White Planning Council.

MEMBERS PRESENT		
Nathaniel Holley Sattie Nyachwaya Hosea Crowell	La’Paul Fulsom Nisa Ortiz Miranda Grant	John Dornheim, RWPC Vice Chair Lionel Hillard, Chair Helen Turner
MEMBERS ABSENT		
Donna Wilson Amanda S. Evans, M.D.	Jonathan Ford Dan Nguyen	Chris Walker Helen Zimba`
RWPC STAFF PRESENT		
Logane Brazile Office of Support	Glenda Blackmon-Johnson Office of Support	Jasmine Sanders Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
Justin Henry, GM	LeShaun Murphy, AA	Sonya Hughes, AA
OTHERS PRESENT		
Jamie Taylor, HSNT Joni Wysocki, AIN/AHF Michael Hager, NA Consultant	Karla Obasi Kevin Davis	Traswell Livingston, ASD Jonathan Gute, PHHS

- I. **Call to Order:** Lionel Hillard, Chair, opened the meeting at 2:00 pm and called the meeting to order at 2:14 pm.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements:** Lionel Hillard announced Legacy Cares will host its annual Grace Project for women living with HIV. The conference will run from May 19-21. Attendees will enjoy fellowship, educational seminars, and much more. For more information, contact Helen Zimba.
- IV. **Approval of March 21, 2023, Meeting Minutes:** The motion to approve the Needs Assessment Committee minutes was made by John Dornheim and seconded by Helen Turner. The motion passed.
- V. **Office of Support:** The Needs Assessment Committee membership = 25 seats; 15 members and 10 vacancies; RWPC membership = 33 seats; 28 members and 33% non-aligned members.
- VI. **Cont. FY 2022 Needs Assessment Project Planning and Implementation:** Michael Hager, Needs Assessment consultant, provided a continuation of last month’s conversation requesting that members share any questions/comments about the information presented on the FY 2022 Status Neutral Needs Assessment. The Needs Assessment key results and findings were discussed. Committee members presented the following concerns:
 - U=U
 - Reaching youth demographics
 - Lack of social media presence
 - Ongoing mentorship
 - Messaging/ Verbiage
 - United front amongst HIV service providers
 - Expanding our reach to hospital agencies not often worked with
 - Targeted advertising

Recommendations included:

- *Leveraging social media*
- *Continuous Needs Assessments*
- *Sweeps process*

VII. EHE/ Taskforce/ Integrated Plan Updates: The next Dallas County HIV Task Force Meeting will be held on May 11, 2023 from 9:30a-11a.

FY 2022 Needs Assessment Crosswalk: Jasmine Sanders, Office of Support, shared Needs Assessment key results and findings, the committee engaged in robust conversation regarding next steps.

Suggestions included the following:

- *Create a factsheet*
- *PrEP/ PEP Training*
- *Outreach Activities w/ CCC*
- *Townhall Meeting*
- *Continued Collaboration w/ EHE*
- *Panel Discussion w/ Providers*
- *Dinner and Discussion*
- *Participate in National Youth HIV/AIDS Awareness Day*
- *Offer workshops and training focused on reducing stigma, unconscious bias and racism*
- *Stigma training*

VIII. New Business:

FY 2022 Needs Assessment Recommendations: John Dornheim motioned to approve the aforementioned suggestions. Helen Turner seconded the motion. The motion passed.

May Needs Assessment Meeting Next Steps: The committee will put together a workgroup to facilitate a long-term project to address the Needs Assessment recommendations.

IX. Adjournment: John Dornheim called for a motion to adjourn. Helen Turner seconded the motion. The meeting was adjourned at 3:00 pm.

Submitted by: _____
Logane Brazile, RWPC Office of Support Date

Draft Certified by: _____
Glenda Blackmon-Johnson, RWPC Office of Support Date

Final Approval by: _____
Lionel Hillard, Chair, or John Dornheim, RWPC Vice- Chair Date

[Due to COVID-19; until further notice](#)

[NEXT SCHEDULED MEETING](#)

May 16, 2022, 2:00 pm.

Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX