

Ryan White Planning Council of the Dallas Area
Office of Support

Memorandum

To: Members and Liaisons, Needs Assessment
Committee

From: RWPC Support Staff

Date: June 13, 2023

Re: Meeting Announcement

Please note that there will be a:
Needs Assessment Committee Meeting
Tuesday, June 20, 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, June 19, 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

June 20, 2023

2:00 p.m.

- | | |
|---|---|
| I. Call to Order | Lionel Hillard, Chair or Helen Zimba, RWPC Chair or RWPC Vice Chair |
| II. Certification of Quorum | Lionel Hillard, Chair or Helen Zimba, RWPC Chair or RWPC Vice Chair |
| III. Introductions/Announcements | Lionel Hillard, Chair or Helen Zimba, RWPC Chair or RWPC Vice Chair |
| IV. Approval of the May 16, 2023, Minutes | Action Item |
| V. Office of Support Report | |
| • RWPC Membership Representation and Reflectiveness | Office of Support |
| VI. EHE/ Taskforce/ Integrated Plan Updates | Miranda Grant, EHE |
| VII. FY 2022 Needs Assessment | Discussion Item/ Action Item |
| - Recommendations for Suggested Actionable Items | |
| VIII. New Business | |
| IX. Adjournment | Lionel Hillard, Chair or Helen Zimba, RWPC Chair or RWPC Vice Chair |

Due to COVID-19

Until Further Notice

NEXT SCHEDULED MEETING

Tuesday, July 18, 2023, 2:00 p.m.

Will be held via TELE-CONFERENCE

Needs Assessment Committee
Tuesday, May 16, 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		
John Dornheim Lionel Hillard, Chair Nisa Ortiz Nathaniel Holley	Miranda Grant Dan Nguyen Helen Turner	Sattie Nyachwaya La'Paul Fulsom Kelly Salinas
MEMBERS ABSENT		
Donna Wilson Hosea Crowell	Amanda S. Evans, M.D Chris Walker.	Jonathan Ford
RWPC STAFF PRESENT		
Logane Brazile Office of Support	Glenda Blackmon-Johnson Office of Support	
GRANTS MANAGEMENT STAFF PRESENT		
Wanda Scott, AA Fiscal	Oscar Salinas, CQM	
OTHERS PRESENT		
Kaylen Payne, Dallas County Tracina Porter Katy Womble, Dallas County Katrina B., NA Consultant Danielle Botello Karla Obasi, Dallas County	Alma Armendarez Herron Mitchell Vinyetta Cooper Michael Hager, NA Consultant Jonathan Gute, PHHS Yulandor Plater	Juan Aguilar Shonda McGraw, AHF/AIN Susana Lazarte Andrew Wilson, PHNTX Karla Obasi, Dallas County

- I. **Call to Order:** Lionel Hillard, Chair, opened the meeting at 2:05 pm and called the meeting to order at 2:06 pm.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements:** Kelly Salinas, Oaklawn Pharmacy, announced the Pharmacy will be hosting a free testing event at the “Space Next Door.” Parkland Health and Hospital Systems will offer testing from 3-7pm. Helen Turner announced she will be traveling to Washington D.C. with the National HIV/AIDS Housing Coalition. They will be meeting with HUD and discussing housing equity.
- IV. **Approval of April 18, 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 32% non-aligned members.
- VI. **EHE/ Taskforce/ Integrated Plan Updates:** N/A
- VII. **FY 2022 Needs Assessment Close Out Presentation:** Katrina B, NA Consultant, reviewed an updated FY 2022 Needs Assessment presentation. The following was reviewed:
 - *U=U Knowledge by Time Since HIV Diagnosis*
 - *PrEP/PEP Knowledge by Age (HIV-)*
 - *Needs/ Unmet Needs by HIV and Care Status*

Constant Needs Assessment Approach

- *Combined Logic Model for Dallas Assessments*
- *Building Knowledge, Building Consensus*
- *What's Proposed? Six-month cycles of activity, Activities are drawn from the member-approved list that was voted on in April Needs Assessment Committee meeting*
- *Fall 2023 Activities: Production of video short, production of events for information sharing across stakeholder groups, listening sessions, advising on updates to EHE website based on Needs Assessment activities, and learning*
- *2023 Timeline in the Bigger Picture*

VIII. New Business: Lionel Hillard, Chair, emphasized the importance of being diligent with reaching out to community leaders and agencies who have contact with target populations to engage collaborative efforts and ultimately foster a trusting relationship. In preparation for the next meeting, Lionel suggested members review the updated Needs Assessment presentation and begin brainstorming ways to execute the actionable items discussed during the meeting.

IX. Adjournment: Lionel Hillard called for a motion to adjourn. Helen Turner made the motion. Sattriona Nyachwaya seconded the motion. The meeting was adjourned at 2:58 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

June 20, 2022, 2:00 pm.

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