

Ryan White Planning Council of the Dallas Area  
Office of Support

Memorandum

To: Members and Liaisons, Needs Assessment  
Committee

From: RWPC Support Staff

Date: March 12, 2024

Re: Meeting Announcement

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Please note that there will be a:  
Needs Assessment Committee Meeting  
**Tuesday, March 19, 2024, 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, March 18, 2024. 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  
Melody Lee, Fiscal  
Tyreece Stephens, Fiscal  
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**

March 19, 2024

2:00 p.m.

- |   |  |
|---|--|
| I. Call to Order                                    | Lionel Hillard, Chair or John Dornheim, Vice-Chair or RWPC Chair |
| II. Certification of Quorum                         | Lionel Hillard, Chair or John Dornheim, Vice-Chair or RWPC Chair |
| III. Introductions/Announcements                    | Lionel Hillard, Chair or John Dornheim, Vice-Chair or RWPC Chair |
| <b>IV. Approval of the July 18, 2023, Minutes</b>   | <b>Action Item</b>   |
| V. Focus Group/Survey Discussion                    |  |
| • Persons of Trans-Experience/Youth/Latinx/AA Women |  |
| • Flyer   |  |
| • Date/Time   |  |
| VI. See + Stigma Presentation                       | Lionel Hillard and Kevin Chadwin Davis                           |
| VII. CQM Updates                                    | Oscar Salinas and Michael Hager                                  |
| VIII. EHE/ Taskforce/ Integrated Plan Updates       | Miranda Grant, EHE   |
| IX. Administrative Agency Updates                   |  |
| X. Office of Support Report                         |  |
| • RWPC Membership Representation and Reflectiveness | Office of Support  |
| XI. New Business                                    |  |
| XII. Adjournment                                    | Lionel Hillard, Chair or John Dornheim, Vice-Chair or RWPC Chair |

**Due to COVID-19**

**Until Further Notice**

**NEXT SCHEDULED MEETING**

**Tuesday, April 16, 2024, 2:00 p.m.**

**Will be held via TELE-CONFERENCE**

## Needs Assessment Committee

### Tuesday, July 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		
Chris Walker Helen Turner La’Paul Fulsom Miranda Grant	John Dornheim Nathaniel Holley Diane Granberry Nisa Ortiz	Lionel Hillard, <b>Chair</b> Sattie Nyachwaya Hosea Crowell
MEMBERS ABSENT		
Donna Wilson Dan Nguyen	Amanda S. Evans, M.D. Helen Zimba, RWPC Chair	Jonathan Ford Dr. Regina Williams
RWPC STAFF PRESENT		
Logane Brazile Office of Support	Glenda Blackmon-Johnson Office of Support	Jasmine Sanders Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
D’Angelo Doctor, CQM Oscar Salinas, CQM Justin Henry, AA Melody Lee, AA	Kofi Bissah, ADAP Sonya Hughes, AA Marlen Rivera, Fiscal Nariah Webster, Fiscal	LeShaun Murphy, AA Barbara Kakembo, AA Tyreece Stephens, Fiscal Wanda Scott, Fiscal
OTHERS PRESENT		
James Kleitches Julia Chavarria, HOPWA	Karla Obasi, Dallas County Danielle Daniels, AA	Kevin Chadwin Davis Natalie Butler, AHF

- I. **Call to Order:** Lionel Hillard, Chair, opened the meeting at 2:00 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:**
  - John Dornheim, AA, and Nathaniel Holley, Freelux Project, announced the Freelux Project will host a Community Field Day on Sunday, July 23, from 4-8p at William Blair Jr. Park (3000 Rochester St, Dallas, TX).
  - Kevin Chadwin Davis, CCC Chair, made the following announcements:
    - Kevin Davis has been appointed to the Consumer Council Committee Chair position. Donna Wilson will now serve as CCC Vice-Chair.
    - There will be a CCC forum on Friday, July 21, 2023, at 12 noon discussing Housing/Financial Assistance for PLWH featuring Legacy Cares.
    - Monthly CCC meetings are held on the 4<sup>th</sup> Thursday of each month.
    - Kevin Davis is available to assist with the Texas HIV Syndicate application process.
  - Helen Turner announced that the application process has begun to join the Texas HIV Syndicate and the State Stigma Workgroup; contact Helen Turner.
  - Oscar Salinas, CQM, announced LPAP is seeking participation from consumers to enroll in membership to the Local AIDS Pharmaceutical Assistance Program (LPAP) Board. The purpose is to provide medications when other means are unavailable or insufficient. Those interested should contact [Angela.Jones@dallascounty.org](mailto:Angela.Jones@dallascounty.org).
- IV. **Approval of June 20, 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; 17 members and 8 vacancies;

RWPC membership = 33 seats; 28 members and 30% non-aligned members.

**VI. EHE/ Taskforce/ Integrated Plan Updates:** Additional work is being done with the Integrated Plan with the help of the Community Solutions team. The following HIV Taskforce meeting will be held on August 10, 2023.

**VII. FY 2022 Needs Assessment Recommendations for Suggested Actionable Items:** Lionel Hillard, Chair, opened the discussion by explaining the importance of this project to connect and establish connections with groups who have historically been challenging to collect data from to have the capacity to facilitate a more inclusive Needs Assessment in the future. Lionel Hillard, Chair, requested the Committee select two priority population groups to focus on to begin the project. Committee members agreed to start with Latinx and Trans-Identifying/Gender Expansive priority groups.

Members were asked to provide names and contact information for each entity on the accompanying organization list. The Committee engaged in robust conversation mentioning contacts and organizations to use as reference points to gather information from target populations. Chris Walker, ViiV Healthcare, expounded on the importance of inclusiveness in language to be sensitive to those who do not know acronyms and are not involved directly in the HIV/AIDS elimination community. The Committee agreed to begin adding contact information to the priority focus group org list.

Sonya Hughes, AA, agreed to review the Planning Council budget for incentive allocation information. The Committee requested a \$50 Walmart Gift Card as the project incentive.

Oscar Salina, CQM, reported on the HIV Care Continuum, which includes the following:

- *Clients with OAHS*
- *Clients with Ryan White Care services*
- *Retained in Care*
- *Viral Load Suppression*
- *Linked to Care*

CY 2020 for OAHS						
	AA Females		Non White<24		Hispanic MSM	
<b>Total Number of Ryan White Clients</b>	1698		291		1732	
<b>Clients with OAHS</b>	886		185		1365	
<b>Clients with a Ryan White care service:</b>	886	100%	185	100%	1365	100%
<b>Retained in Care: (2020 HAB Meas)</b>	534	60%	112	61%	1006	74%
<b>Viral Load Suppression</b>	616	70%	118	64%	983	72%
<b>Linked to Care</b>	24	44%	49	57%	93	50%
(Total New Diagnosed)	55		86		186	
CY 2020 for APA						
	AA Females		Non White<24		Hispanic MSM	
<b>Total Number of Ryan White Clients</b>	1698		291		1732	
<b>Clients with OAHS</b>	270		52		445	
<b>Clients with a Ryan White care service:</b>	251	93%	50	96%	440	99%
<b>Retained in Care: (2020 HAB Meas)</b>	195	72%	43	83%	379	85%
<b>Viral Load Suppression</b>	206	76%	34	65%	335	75%
<b>Linked to Care</b>	11		14		36	
(Total New Diagnosed)	29	38%	19	74%	70	51%

**HRSA-CDC Summary Statement:** Sonya Hughes, AA, reported that HRSA clarified the document’s purpose, stating that the Summary Statement is a living document, meaning it should be used as a recommendation guide to continue to add to as efforts progress. There will be no formal meeting set up to discuss recommendations with HRSA.

**VIII. New Business:**

Next Steps: Committee members should expect an email from the Office of Support with the 2 selected priority population groups and organizations. Members should add contact information to the organization lists to identify agency liaisons to bridge any gaps in communication. With this information, the Committee will be able to establish a relationship with priority populations to better assess their needs. Sonya Hughes, AA, agreed to review the

Needs Assessment Committee Meeting

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Planning Council budget for incentive allocation information. The Committee requested \$50 Walmart Gift Cards as the project incentive.

- IX. Adjournment:** Lionel Hillard, Chair, called for a motion to adjourn. Helen Turner seconded the motion. The meeting was adjourned at 2:57 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

Tuesday, August 15, 2023, 2:00 pm.

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