

Ryan White Planning Council of the Dallas Area
Office of Support

Memorandum

To: Members and Liaisons, Planning and Priorities
Committee

From: RWPC Support Staff

Date: November 12, 2020

Re: Meeting Announcement

Please note that there will be a:

Planning and Priorities Committee Meeting
Wednesday, November 18, 2020, 9:00 a.m.
Via the Go-to Meetings Virtual Platform
Dallas, Texas 75207

Attached, please find the meeting packet for your review.

If you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1857 or (gblackmonjohnson@dallascounty.org), on or before Tuesday, November 17, 2020. Otherwise, we look forward to seeing you at the next meeting.

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
Regina Waits, Health Advisor
Angi Jones, Quality Assurance Advisor
Vacant, RWPC Health Planner
Vacant, RWPC Coordinator
Building Security

PLANNING AND PRIORITIES COMMITTEE

The RWPC envisions a seamless, flexible, and efficient healthcare system dedicated to the wellness and empowerment of Persons Living With HIV/AIDS (PLWHA) in North Texas.

The RWPC of the Dallas Area is a collaborative partnership of consumers, volunteers, and providers entrusted with the planning and coordination of healthcare services on behalf of PLWHA in North Texas.

AGENDA

Wednesday, November 18, 2020
9:00 a.m.

- | | |
|--|--------------------|
| I. Call to Order | Robert Lynn |
| II. Certification of Quorum | Robert Lynn |
| III. Introductions/Announcements | Robert Lynn |
| • Training: RWPC Bylaws/Robert's Rules | |
| IV. Approve the meeting minutes for October 21, 2020 | Action Item |
| V. Office of Support Report | Discussion Item |
| • Committee Representation/Reflectiveness | |
| VI. Review of the How Best to Meet the Need Recommendation | Discussion Item |
| • Core Medical and Support Service Categories | |
| VII. New Business | |
| VIII. Adjournment | Robert Lynn |

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

NEXT SCHEDULED MEETING

This committee will not meet on Wednesday, December 16, 2020 9:00 AM

Will be held via TELE-CONFERENCE

Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

PLANNING AND PRIORITIES (P&P) COMMITTEE

October 21, 2020 Meeting Minutes

Charge: To oversee the development and implementation of a process to identify needs and barriers, keep the assessment of needs current, and develop a comprehensive plan to implement the priority goals of the Planning Council.

COUNCIL MEMBERS PRESENT

Robert Lynn, Chair	Korey Willis	Lori Davidson
Laticcia Riggins	Venton C. Hill-Jones	John Dornheim
Donna Wilson	Robert McGee II	Helen Zimba
Korey Willis		

COUNCIL MEMBERS ABSENT

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RWPC STAFF PRESENT

Glenda Blackmon Johnson, RWPC MGR Claudy Jean-Pierre , RWPC Staff

GRANTS MANAGEMENT STAFF PRESENT

David Kim, Program Monitor Justin Henry, Grants Manager

OTHERS PRESENT

Joni Wysocki, AIN Inc.	Kellie Norcott, PHHS	Miranda Grant, AIN, Inc.
Oscar Salinas, CQM	Leonardo Zea, Prism	Julia Chavarria, HOPWA

- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, call the meeting to order at 9:08 a.m.
- II. **Certification of Quorum:** Quorum was established by Robert Lynn and certified by Glenda Blackmon Johnson, RWPC Manager.
 - a. Robert Lynn, chair review the housekeeping rules for the go-to-meeting platform.
- III. **Introductions/Announcements:**
 - Robert Lynn, chair announced Christopher Webb's resignation from the planning and priorities committee and acknowledged his contribution and passion for the committee. Further, Robert expressed to the committee that going forward he would like to conduct a 3-5 minute review of a section of the RWPC Bylaws. John Dornheim, RWPC chair conducted an overview of Bylaws Sections 9.1, and 9.2 the Code of Conduct. In efforts to remind all: members and non-members of the guidance established for council and committee conduct when in participation at the meetings.
 - Justin Henry reported his participation with HRSA Call regarding Multi-Year funding scheduled for implementation in 2022.
- IV. **Approval of the September 16, 2020 Minutes:** Helen Zimba motioned to approve the minutes. Lori Davidson seconded. The motion passed.
- V. **Office of Support Report:** the Office of Support reported the following regarding the Planning and Priorities Representation and Reflectiveness: **Planning & Priorities (P&P)** (15 seats): 10 members (5 seats vacant). The 1st group impacted by the HIV epidemic with the highest numbers are Blacks at 9,262 or 42% representation; the P&P committee membership consists of 10 people of whom 7 are Black with representation at 70.00% reflectiveness. The 2nd group impacted by the HIV epidemic with the highest numbers is White at 6,530 or 30% representation; The P&P committee membership consists of 10 people of whom 2 are White with representation at 20.00% reflectiveness. The 3rd group impacted by the HIV epidemic with the next highest numbers are Latinx/Hispanic at 5,083 or 23% representation; The P&P committee membership consists of 10 people of whom 1 are Latino/Hispanic with representation at .10% reflectiveness.

VI. **Review of the How Best to Meet the Need Recommendation:** Glenda Blackmon Johnson, reported on last conversation with Sonya Hughes, a survey has been forwarded to the sub-recipients regarding the vision care component. Upon receipt of the data, the AA will provide an update regarding the outcome.

Robert Lynn conducted a poll with the committee to determine if the committee would like to have either the month of November or December off. The group by consensus optioned to meet in November and to cancel the meeting in December 2020. **There will be no Planning and Priorities meeting in December 2020.**

Robert Lynn, Chair opened the discussion regarding the How best to meet the need guidance embedded in the Standards of Care document. Claudy Jean-Pierre shared the How Best to Meet the Need Document, Robert optioned to discuss the Medical Case Management service category. Robert proposed to the committee to consider to add where applicable the same for COVID -19 and tele-health recommendations. The conversation progress to the technological migration; also that there is a relaxed approach to the program monitoring. Additionally, the committee discussed issues regarding the “refusal/denial to serve the LGBTQ community. It was suggested that the committee consider developing a safety for clients who find themselves subject to the situation; to establish a contingency plan via memorandum of understanding. The discussion included the following categories and the accompanying edits were noted:

1. **Medical Case Management –Edit-**
 - PPE should be available for all clients visiting the facility
 - make sure that we have a workforce that is sensitive to the clients (transgender)
 - education about COVID-19
 - to use tele-health and tele-medicine whenever possible.
2. **Oral Health Care – Edit-** Inform medical and non-medical case managers about dental care options and providers to make appropriate referrals.
 - stagger appointments so that the waiting room is not full (no more than 2 people in the waiting room).
 - oral COVID test?
 - longer wait times could be due to provider relocating to a new site
 - sites providing services adhere to safety recommendations from CDC.
3. **Outpatient Health/Ambulatory Services – Edit -** Telehealth and telemedicine - wherever and whenever possible i.e. case management, eligibility,
 - provider feedback - good responses to telehealth
 - receiving services by telephone/ virtual
 - eligibility is extended to 12/31/20
 - meals programs are to go/bus passes are distributed using minimal contact
 - Business agreement with virtual platforms
 - Flexibility needs to be maintained with accessing this service
 - in-person eligibility screening is not required by the feds
 - patient-centered care should be considered (what does this mean in Dallas County?)
 - PPE should be available to clients - CARES Act Funding (providers have to submit a report to the AA)

VII. **New Business:** Robert Lynn posed the question as to who would conduct presentations going forward. RWPC Staff Claudy Jean-Pierre will assist.

VIII. **Adjournment:** Robert Lynn call for a motion to adjourn. John Dornheim made the motion, Helen Zimba second the motion. The meeting was adjourned at 9:57.

Submitted by:

Glenda Blackmon Johnson, RWPC Manager

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Robert Lynn, Chair
Vacant, Vice Chair

Date

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