

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: February 17, 2020

Re: Meeting Announcement

Please note that there will be a:

Planning and Priorities Committee Meeting
Wednesday, February 19, 2020, 9:00 a.m.
2377 N. Stemmons Freeway, Hickman Conference Room, Second Floor
Dallas County Health and Human Services Building
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) 819-1840 or (Annie.Williams@dallascounty.org), on or before Tuesday, February 18, 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
Geraldyn Richard, Grants Management Officer
Vacant, Grants Manager
Glenda Blackmon-Johnson, RWPC Manager
Oscar Salinas, Quality Assurance Administrator
Carla Jackson, Program Monitor
Wanda Scott, Program Monitor
Vacant, Health Advisor
Angi Jones, Quality Assurance Advisor
Justin M. Henry, RWPC Health Planner
Annie Sawyer-Williams, 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, February 19, 2020
9:00 a.m.

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| I. Call to Order | Robert Lynn |
| II. Certification of Quorum | Robert Lynn |
| III. Introductions/Announcements | Robert Lynn |
| IV. Approval of the January 27, 2020 Minutes | Action Item |
| V. Approval of the January 31, 2020 Minutes | Action Item |
| VI. Office of Support Report | Discussion Item |
| • RWPC Membership Representation and Reflectiveness | |
| VII. 2018 Statistics of HIV in Dallas County | Discussion Item |
| VIII. Review of Service Categories | Discussion Item |
| IX. New Business | |
| VIII. Adjournment | Robert Lynn |

NEXT SCHEDULED MEETINGS

Wednesday, March 18, 2020 9:00 AM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

PLANNING AND PRIORITIES (P&P) COMMITTEE

January 31, 2020

Minutes

Charge: To oversee 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

Korey Willis	Robert Lynn, Chair	Christopher Webb
Venton C. Hill-Jones, Vice Chair	Woldu Ameneshoa	Laticcia Riggins
Lori Davidson	Robert McGee II	

COUNCIL MEMBERS ABSENT

John Dornheim	Donna Wilson	Helen Zimba
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RWPC STAFF PRESENT

Annie Sawyer-Williams, RWPC Coordinator	Justin Henry, RWPC Planner
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GRANTS MANAGEMENT STAFF PRESENT

Geralyn Richard, GMO

OTHERS PRESENT

Hosea Crowell, AIN	Lionel Hillard, Volunteer	Karin Petties, PHNTX
Kellie Norcott, PHHS	Brent J. Taylor, SBPAN	

- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting to order at 9:06 a.m.
- II. **Certification of Quorum:** Quorum was established by Annie Sawyer-Williams, RWPC Coordinator, and certified by Robert Lynn.
- III. **Introductions/Announcements:**
 - a. Justin Henry announced the Comprehensive HIV Needs Assessment for the Dallas Area survey has been extended until February 5th and a presentation for the draft of the findings will take place at the Needs Assessment Committee meeting February 18th starting at 2:00 p.m.
- IV. **Review and approve the FY 2020-2021 Standards of Care Guidelines:** Mr. Henry gave an overview from the final SOC workgroup regarding the contents and changes to the draft document. Mr. Henry explained that there are a few points that need clarity from the Administrative Agency (AA). Those questions can be answer and address by the AA at a later date.

Parking Lot:

Health Insurance Assistance: \$750 cap on allowable premium.

Referral for Health Care: Add a line stating the committee discussed the service category.

Language regarding unit cost for administrative cost.

Mr. Henry gave the history of the Federal Poverty Level (FPL) and how the P&P agreed to pilot the increase for a year. The committee had a brief discussion regarding the percentages for the FPL. Ms. Davidson suggested raising Housing Based Case Management service category to 500%.

Motion: *Lori Davidson motioned to forward the Planning and Priorities committee recommendations for approval of the FY 2020-2021 Standards of Care Guidelines document, remove or apply across all categories administrative activities (billing), amended the Housing Based Case Management to increase to 500%. Laticcia Riggins seconded the motion. The*

Planning and Priorities Committee Meeting

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motion passed with unanimously.

- V. **New Business:** Ms. Petties recommended seeking who is serving what is in the community and what the grants are covering.
- VI. **Adjournment:** *Lori Davidson motioned to adjourn. Laticcia Riggins seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 10:09 a.m.

Submitted by:

Annie Sawyer-Williams, Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Robert Lynn, Chair
Venton C. Hill-Jones, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, February 19, 2020 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX

PLANNING AND PRIORITIES (P&P) COMMITTEE

January 27, 2020

Minutes

Charge: To oversee 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

John Dornheim	Robert Lynn, Chair	Christopher Webb
Venton C. Hill-Jones, Vice Chair	Woldu Ameneshoa	Laticcia Riggins
Lori Davidson	Robert McGee II	

COUNCIL MEMBERS ABSENT

Helen Zimba	Donna Wilson	Korey Willis
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RWPC STAFF PRESENT

Glenda Blackmon-Johnson, RWPC Manager	Justin Henry, RWPC Planner
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GRANTS MANAGEMENT STAFF PRESENT

OTHERS PRESENT

Hosea Crowell, AIN	Lionel Hillard, Volunteer
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- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting to order at 9:10 a.m.
- II. **Certification of Quorum:** Quorum was established by Glenda Blackmon-Johnson, RWPC Manager, and certified by Robert Lynn.
- III. **Introductions/Announcements:**
 - a. The P&P committee members were welcomed and introduced themselves.
- IV. **Approval of the October 16, 2019 Minutes:** *Christopher Webb motioned to accept the Planning & Priorities minutes. Venton Hill-Jones seconded the motion. The motion passed with one abstention.*
- V. **Office of Support Report:** Glenda Blackmon-Johnson reported RWPC membership reflectiveness is currently at 23 members and explained the update and change to the 2020 leadership roster. She announced the Leadership Training on October 18th from 9-11:30 a.m.

At the December 12th Ryan White Planning Council Meeting, clarification was requested regarding the discrepancy between FPL determination guidance provided by Health Resources and Services Administration (HRSA) consultants. It was noted the AA has the final approval. The P&P committee recommendations regarding the FPL will be forwarded to the AA for the final approval.
- VI. **P&P Calendar/Timeline:** The committee had a brief discussion regarding prioritizing the timeline of the committee's work.
- VII. **Review and approve the FY 2020-2021 Standards of Care Guidelines:** Mr. Hill-Jones gave the committee an overview of working with the SOC workgroup regarding making changes to the draft document.

The committee discussed the document to ensure all the changes are made committee members agreed to have another meeting on (1.31.2020) to review and vote on the SOC document to be forwarded to the Executive committee, RWPC and AA for final approval.

Quorum established at 9:22 a.m.

- VIII. **How Best to Meet the Needs for 2021:** The committee reviewed the draft documents associated with the *How Best to Meet the Needs* document. After discussion they agreed to table working on the document until finalizing the SOC document.
- IX. **New Business:** N/A
- X. **Adjournment:** *Lori Davidson motioned to adjourn. Robert McGee II seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 10:25 a.m.

Submitted by:

Annie Sawyer-Williams, Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Robert Lynn, Chair
Venton C. Hill-Jones, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, January 31, 2020 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX