

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: April 10, 2020

Re: Meeting Announcement

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Please note that there will be a:

Planning and Priorities Committee Meeting  
**Wednesday, April 15, 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, April 14, 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  
Vacant, Grants Management Officer  
Wanda Scott, Grants Manager  
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  
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, April 15, 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. <b>Approval of the March 18, 2020 Minutes</b>   | <b>Action Item</b> |
| V. Office of Support Report                         | Discussion Item    |
| • RWPC Membership Representation and Reflectiveness |                    |
| VI. Dallas HIV Task Force Liaison Report            | Discussion Item    |
| VII. Review of the Priority Setting Process         | Discussion Item    |
| • 2020 PRSA Training Module Part 1                  |                    |
| • 2019 Needs Assessment Epi portion                 |                    |
| VIII. New Business                                  |                    |
| IX. Adjournment                                     | Robert Lynn        |

## NEXT SCHEDULED MEETINGS

Wednesday, May 20, 2020 9:00 AM  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX 75207

# PLANNING AND PRIORITIES (P&P) COMMITTEE

March 18, 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

Robert Lynn, Chair	Christopher Webb	Laticcia Riggins
John Dornheim	Lori Davidson	Venton C. Hill-Jones
Helen Zimba		

### COUNCIL MEMBERS ABSENT

Woldu Ameneshoa	Robert McGee II	Donna Wilson
Korey Willis		

### RWPC STAFF PRESENT

Annie Sawyer-Williams, RWPC Coordinator	Justin Henry, RWPC Planner
Glenda Blackmon, RWPC Manager	

### GRANTS MANAGEMENT STAFF PRESENT

Carla Jackson, Program Monitor	Wanda Scott, Program Monitor
Oscar Salinas, Quality Assurance Administrator	

### OTHERS PRESENT

Hosea Crowell, AIN	Kellie Norcott, PHHS	Joni Wysocki, AIN
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- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting to order at 9:09 a.m.
- II. **Certification of Quorum:** Quorum was not established by Justin Henry, RWPC Planner, and certified by Robert Lynn.
- III. **Introductions/Announcements:**
  - a. Glenda Blackmon-Johnson announced AIDS Walk South Dallas and Legacy's Grace Project has been postpone until further notice.
- IV. **Approval of the February 18, 2020 Minutes:** *Laticcia Riggins made a motioned to accept the Planning & Priorities minutes. Christopher Webb seconded the motion. The motion passed unanimously.*
- V. **Office of Support Report:** Justin M. Henry reported on the Planning & Priorities Committee membership reflectiveness is currently at 11 members.

Glenda Blackmon-Johnson reviewed the work plan objectives for the Planning & Priorities Committee.

Justin M. Henry reported on rescheduling the planning cycle training to make sure everyone has the basic understanding of the planning cycle and also the basic understanding of the datasets being received. He mention that Susan Wolfe and Associated presented the findings from the 2019 Comprehensive HIV Needs Assessment report at the RWPC meeting. The needs assessment committee will begin to make recommendations to the P&P and the Consumer Council Committee. The needs assessment committee will meet again on March 31<sup>st</sup> to review and make recommendations on the final 2019 Needs Assessment report.

Justin Henry reported the training link is a video that was presented at the leadership training; in reference to the efforts that were done in Thailand to manage HIV. The video is geared towards problem solving, understanding the needs of the community, and addressing some of those concerns in the story.

- VI. **Fast Track Cities Meeting:** Robert Lynn stated he would like the P&P committee to get in sync with the fast track cities meetings. Venton C. Hill-Jones gave an update regarding the fast track cities meetings. They are looking to convene a implementation workshop with the Dallas EMA to work to align the principles of the fast track cities initiative with the end of the epidemic work. The priority now is to align documents (e.g., Integrated Work Plan) to move forward with having the same conversations. He noted it is very important that the council leadership is a part of these conversations, because of the fast moving, and it is connected to the work of the RWPC. The March 23<sup>rd</sup> fast track cities meeting have been canceled. The committee has a brief discussion regard the “SLCAK” site. Slack is a platform that the Dallas County HIV Task Force is using and it is open for anyone to be a part of. It is being used to share and disseminate information and updates that are happening in Dallas County. Mr. Jones announced Glenda Blackmon-Johnson and Shirley Rivers has been invited to serve on a National Steering Committee to help align the work of fast track cities and the epidemic. Helen Zimba volunteered to become a liaison for attending the
- VII. **Component Review of the Priority Setting Process:** Mr. Henry gave the committee an overview of the planning cycle training and encouraged members to review the trainings on the HIV Target Center Website.
- VIII. **Service Categories: Outpatient Ambulatory Health Services:** Mr. Lynn gave the committee a brief overview that discussion has be on going regarding adding vision care a specialty care. Ms. Blackmon-Johnson explained to the committee under outpatient ambulatory health services how to add the vision care service category to those deliverables.
- Ms. Blackmon-Johnson gave the committee an overview of the Referral for Health Care service category in which the RWPC is still being asked to prioritize and allocated funding. The committee will soon have to discuss how and when to implement this service category.
- IX. **New Business:** N/A.
- X. **Adjournment:** *Venton C. Hill-Jones motioned to adjourn. Lori Davidson seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 10:04 a.m.

*Submitted by:*

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Annie Sawyer-Williams, Coordinator

\_\_\_\_\_  
Date

*Draft Certified by:*

\_\_\_\_\_  
Justin M. Henry, RWPC Health Planner

\_\_\_\_\_  
Date

*Final Approval by:*

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**Robert Lynn, Chair**  
**Vacant, Vice Chair**

\_\_\_\_\_  
**Date**

NEXT SCHEDULED MEETING  
Wednesday, April 15, 2020 9:00 a.m.  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX