

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: May 22, 2020

Re: Meeting Announcement

Please note that there will be a:

Planning and Priorities Committee Meeting

Wednesday, May 27, 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, May 26, 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, May 27, 2020

9:00 a.m.

- | | |
|---|--------------------|
| I. Call to Order | Robert Lynn |
| II. Certification of Quorum | Robert Lynn |
| III. Introductions/Announcements | Robert Lynn |
| IV. Approval of the May 20, 2020 Minutes | Action Item |
| V. Review of the Priority Setting Process | Discussion Item |
| • PRSA Training | |
| VI. New Business | |
| VII. Adjournment | Robert Lynn |

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

NEXT SCHEDULED MEETING

Wednesday, June 17, 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

May 20, 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	Donna Wilson	Laticcia Riggins
John Dornheim	Lori Davidson	Christopher Webb
Helen Zimba	Robert McGee II	Korey Willis

COUNCIL MEMBERS ABSENT

Woldu Ameneshoa	Venton C. Hill-Jones
-----------------	----------------------

RWPC STAFF PRESENT

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

GRANTS MANAGEMENT STAFF PRESENT

Wanda Scott, Program Monitor	Oscar Salinas, Quality Assurance Administrator
------------------------------	--

OTHERS PRESENT

Mark Edgell, Legacy Counseling	Miranda Grant, AIN	Hosea Crowell, AIN
Lionel Hillard, Volunteer	Kellie Norcott, PHHS	

- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting to order at 9:01 a.m.
- II. **Certification of Quorum:** Quorum was established by Justin Henry, RWPC Planner, and certified by Robert Lynn.
- III. **Introductions/Announcements:**
 - a. Glenda Blackmon-Johnson announced Dallas County are opening the emergency housing assistance program the funding will be for rent, mortgage, and water for Dallas County residents living outside the City of Dallas.
 - b. Wanda Scott announced the Administrative Agency has communicated with the sub-recipients inquiring the utilization of the COVID-19 CARES Act Part A funding.
- IV. **Approval of the April 15, 2020 Minutes:** *John Dornheim made a motioned to accept the Planning & Priorities minutes. Lori Davidson seconded the motion. The motion passed unanimously.*
- V. **Office of Support Report:** Annie Sawyer-Williams reported on the Planning & Priorities Committee membership reflectiveness is currently at 11 members and the RWPC is at 24 members and 50% of non-aligned members.
- VI. **Fast Track Cities Meeting:** Miranda Grant announced the HIV Task Force members discussed getting back on track and restarting committee meetings.
- VII. **Review of the Priority Setting Process:** Mr. Henry gave the committee an overview of the Fiscal Year 2021 Priority Setting and Resource Allocations process. For the planning process, members of the Allocations, Planning & Priorities (P&P), and the Consumer Council Committee (CCC) will each receive the guide, which is updated to reflect current trends in the consumer population and changes in policy that would affect the way the Ryan White Planning (RWPC) priorities services

and allocates resources in the Dallas Planning Area (DPA). This planning year, multiple data sources are used for decision making. The criteria were as follows:

- 2019 Comprehensive HIV Needs Assessment
- Client Utilization data from ARIES
- FY 2019 expenditure data
- A prioritization table containing needs, use, and accessibility sources for each service categories

Each year the Ryan White Planning Council (RWPC) is charged with establishing priorities for the following fiscal year. This process gives an idea of what was done in the past and what can be done in the future. The decision-making process will consist of committee members individually assigning each service category a number for Part A, Part B, State Services, and Minority AIDS Initiative (MAI).

Ms. Blackmon-Johnson gave the committee a refresher regarding the Referral for Health Care Service Category. She asked the committee to consider prioritizing the service category. The committee had a brief discussion regarding the Referral for Health Care Service Category.

The RWPC of the Dallas area is responsible for HIV service planning for the:

- Dallas Eligible Metropolitan Area (EMA)
- Dallas HIV Services Delivery Area (HSDA)
- Sherman-Denison HSDA

In total, the EMA and two HSDAs comprise 12 counties. The Dallas EMA and the Dallas HSDA both include Collin, Dallas, Denton, Ellis, Hunt, Kaufman, and Rockwall counties. The EMA also includes Henderson County and the Dallas HSDA includes Navarro County. The Sherman-Denison HSDA includes Cooke, Fannie, and Grayson counties. The twelve countries comprise the Dallas Planning area (DPA).

The committee reviewed and discussed the Datasheets for the PSRA process which consists of:

- Service Category/HRSA Definition
- Historical Priority Ranking
- Needs Assessment Data
 - Consumer Survey Data
 - Unmet Need Estimates
 - Focus Group Information (problems with access quality)
 - Key Informant and Provider Profiles (Perspectives and Capacity)
- Client Utilization Data
- Fiscal Year Data-Expenditures and Allocations for Part A & MAI, Part B and State Services and State Rebate
- Priority Population Data (Black women, LatinX, MSM, Transgender, and Youth)
- How Best to Meet the Priority

The committee discussed the data being collected and the representation of African American women and African American heterosexual men.

The committee agreed to adopt the new PSRA guide that was presented.

VIII. **New Business:** The committee discussed having another committee meeting and agreed on Wednesday, May 27th at 9:00 am.

Planning and Priorities Committee Meeting

U:\Coordinator-a\~P&P~5.20.2020

IX. **Adjournment:** *Christopher Webb motioned to adjourn. Robert McGee II seconded the motion. The motion passed unanimously.*

The meeting was ended at 10:36 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
Vacant, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, May 27, 2020 9:00 a.m.
GoToMeeting Conference
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX