

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: June 12, 2020

Re: Meeting Announcement

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Please note that there will be a:

Planning and Priorities Committee Meeting  
**Wednesday, June 17, 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, June 16, 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, June 17, 2020

9:00 a.m.

- |   |                    |
|---|--------------------|
| I. Call to Order                                    | Robert Lynn        |
| II. Certification of Quorum                         | Robert Lynn        |
| III. Introductions/Announcements                    | Robert Lynn        |
| IV. <b>Approval of the May 27, 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    |
| • PRSA Training                                     |                    |
| VIII. New Business                                  |                    |
| IX. Adjournment                                     | Robert Lynn        |

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

NEXT SCHEDULED MEETING

Wednesday, July 15, 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 27, 2020

## 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	Laticcia Riggins	John Dornheim
Christopher Webb	Helen Zimba	Robert McGee II
Korey Willis		

### COUNCIL MEMBERS ABSENT

Donna Wilson	Venton C. Hill-Jones	Lori Davidson
Woldu Ameneshoa		

### RWPC STAFF PRESENT

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

### GRANTS MANAGEMENT STAFF PRESENT

Angi Jones,	Oscar Salinas, Quality Assurance Administrator
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### OTHERS PRESENT

Kelly Richter, Allocations Chair	Amye Broyles	John Bingham, Dental
Kellie Norcott, PHHS		

- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting to order at 9:05 a.m.
- II. **Certification of Quorum:** Quorum was established by Justin Henry, RWPC Planner, and certified by Robert Lynn. Quorum was established at 9:21 a.m.
- III. **Introductions/Announcements:** N/A.
- IV. **Approval of the May 20, 2020 Minutes:** *Helen Zimba motion to accept the Planning & Priorities minutes. John Dornheim seconded the motion. The motion passed one abstention.*
- V. **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).

Quorum was loss at 9:58 a.m.

The committee reviewed the Core Medical Services for Outpatient/Ambulatory Health Services, Oral Health, and Medical Case Management 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)

Planning and Priorities Committee Meeting

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- 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

VI. **New Business:** N/A

The meeting was ended 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**  
**Vacant, Vice Chair**

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

NEXT SCHEDULED MEETING  
Wednesday, June 17, 2020, 9:00 a.m.  
GoToMeeting Conference  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX