

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: July 8, 2020

Re: Meeting Announcement

Please note that there will be a:

Planning and Priorities Committee Meeting
Wednesday, July 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, July 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, July 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. Approval of the June 17, 2020 Minutes | Action Item |
| V. Approval of the June 24, 2020 Minutes | Action Item |
| VI. Office of Support Report | Discussion Item |
| • RWPC Membership Representation and Reflectiveness | Discussion Item |
| VII. Dallas HIV Task Force Liaison Report | Discussion Item |
| VIII. Vision Care | Discussion Item |
| IX. Review of the Priority Setting Process | Discussion Item |
| • PRSA Training | |
| X. New Business | Robert Lynn |
| XI. Adjournment | |

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

NEXT SCHEDULED MEETING

Wednesday, July 22, 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

June 24, 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	John Dornheim	Helen Zimba
Robert McGee II	Korey Willis	Lori Davidson
Donna Wilson	Laticcia Riggins	

COUNCIL MEMBERS ABSENT

Woldu Ameneshoa	Venton C. Hill-Jones	Christopher Webb
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RWPC STAFF PRESENT

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

OTHERS PRESENT

Hosea Crowell, AIN Inc.,	Joni Wysocki, AIN Inc.	Miranda Grant, AIN Inc.
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- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting to order at 9:02 a.m.
- II. **Certification of Quorum:** Quorum was established by Justin Henry, RWPC Planner, and certified by Robert Lynn.
- III. **Introductions/Announcements:** N/A.
- IV. **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).

The committee reviewed the Supportive Services for Food Bank, Non-Medical Case Management, and Medical Transportation 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

- V. **New Business:** N/A.
- VI. **Adjournment:** *John Dornheim motioned to adjourn. Robert McGee seconded the motion. The motion passed unanimously.*

The meeting was ended at 10:21 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, July 15, 2020, 9:00 a.m.
GoToMeeting Conference
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX

PLANNING AND PRIORITIES (P&P) COMMITTEE

June 17, 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	John Dornheim	Christopher Webb
Helen Zimba	Robert McGee II	Korey Willis
Lori Davidson		

COUNCIL MEMBERS ABSENT

Donna Wilson	Venton C. Hill-Jones	Laticcia Riggins
Woldu Ameneshoa		

RWPC STAFF PRESENT

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

Carla Jackson, Program Monitor	David Kim, Program Monitor
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OTHERS PRESENT

Hosea Crowell, AIN Inc.	Joni Wysocki, AIN Inc.	Miranda Grant, AIN Inc.
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:** N/A.

GoToMeeting-Housekeeping rules:
 - *Mute volume unless speaking*
 - *Vote in the chatbox for recording keeping*
 - *Identify yourself before speaking*
- IV. **Approval of the May 27, 2020 Minutes:** *John Dornheim motion to accept the Planning & Priorities minutes. Helen Zimba seconded the motion. The motion passed one abstention.*
- 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. Mrs. Sawyer-Williams announced an applicant has applied for the P&P Vice-Chair and is awaiting approval from the Judge's office.

Justin M. Henry announced the Notice of Funding Opportunity for the Part A grant was released and is due on October 17, 2020.
- VI. **Dallas HIV Task Force/Fast Track Cities Meeting:** Helen Zimba announced the HIV Task Force met and members discussed what is going on in the country, and how to be active in getting people to vote. The committee 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).

The committee reviewed the Core Medical Services for AIDS Pharmaceutical Assistance, Health Insurance Premium, Early Intervention Services, Mental Health Services, and Substance Abuse 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

VIII. **New Business:** The committee discussed having another committee meeting and agreed on Wednesday, June 24th at 9:00 am.

IX. **Adjournment:** *Helen Zimba motioned to adjourn. Robert McGee seconded the motion. The motion passed unanimously.*

The meeting was ended at 10:35 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 24, 2020, 9:00 a.m.
GoToMeeting Conference
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX