

**Ryan White Planning Council of the Dallas Area
Office of Support
2377 N. Stemmons Freeway, Suite 200, Dallas, Texas 75207
214 819-1840 telephone; 214 819-6023 fax**

Memorandum

To: Members, Ryan White Planning Council of the Dallas Area
Interested Parties

From: RWPC Support Staff

Date: Friday, February 7, 2020

Re: Meeting Announcement

Please note that there will be a:

Ryan White Planning Council Meeting
Wednesday, February 12, 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. **Please remember to bring this mailer with you to the meeting since limited additional copies will be available. We appreciate your help in utilizing our resources wisely.**

If you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1840 (Annie.Williams@dallascounty.org), on or before Tuesday, February 11, 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
Carla Jackson, Program Monitor
Wanda Scott, Program Monitor
Oscar Salinas, Quality Assurance Administrator
Angela Jones, Quality Assurance Advisor
Vacant, Health Advisor
Justin M. Henry, RWPC Health Planner
Annie Sawyer-Williams, RWPC Coordinator
Building Security

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

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 12, 2020
9:00 a.m.

- | | | |
|-------|--|---|
| I. | Call to Order | John Dornheim, or Auntjuan Wiley |
| II. | Certification of Quorum | John Dornheim, or Auntjuan Wiley |
| III. | Introduction/Announcements | John Dornheim, or Auntjuan Wiley |
| IV. | Approval of the January 15, 2020 Minutes | Action Item |
| V. | Administrative Agency Report <ul style="list-style-type: none">• AA Updates | Representative from Administrative Agency |
| VI. | Committee Meeting Update: <ul style="list-style-type: none">a. Executive Committeeb. Needs Assessment Committeec. Planning and Priorities Committeed. Allocations Committee <i>(Did not meet)</i>e. Evaluation Committee <i>(Did not meet)</i>f. Consumer Council Committee | John Dornheim, or Auntjuan Wiley
Christopher Webb or Karin Petties
Robert Lynn
Kelly Richter or James Wright
Pamela Green or Del Wilson
Auntjuan Wiley or Donna Wilson |
| VII. | New Business
Presentation: Louvenia Freeman, 2018 HIV Statistic Report | |
| VIII. | Adjournment | John Dornheim, or Auntjuan Wiley |

NEXT SCHEDULED MEETING

Wednesday, March 11, 2020 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

January 15, 2020

Minutes

COUNCIL MEMBERS PRESENT

Del Wilson	Donna Wilson	Yolanda Jones
Korey Willis	Lori Davidson	Kelly Richter
Darius Ahmadi	John Dornheim, Chair	Robert Lynn
Robert L. McGee II	Leonardo Zea	James Wright
Laticcia M. Riggins	Christopher Webb	Pamela J. Green

COUNCIL MEMBERS ABSENT

Phillip Scheldt	Karin Petties	Julie Jackson
Auntjuan Wiley, Vice Chair	Jonathan Thorne	Alexander Deets
Helen Zimba	Venton C. Hill-Jones, Vice Chair	

RWPC STAFF PRESENT

Justin M. Henry, RWPC Planner	Annie Sawyer-Williams, RWPC Coordinator	Glenda Blackmon-Johnson, RWPC Manager
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DALLAS COUNTY ADMINISTRATION STAFF PRESENT

Lauren Trimble, Dallas County	Philip Huang, DCHHS Director
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GRANTS MANAGEMENT STAFF PRESENT

Wanda Scott, Program Monitor	Carla Jackson, Program Monitor
Geralyn Richard, Grants Management Officer	Sonya M. Hughes, Assistant Director
Oscar Salinas, Quality Assurance Administrator	Angi Jones, Quality Assurance Advisor

OTHERS PRESENT

Helen E. Turner, RW/AT/FT	Joni Wysocki, AIN	Jacobi Hunter Wright,
Dwight Harry, ASD	Casaundra Bryant, HOPWA	Abounding Prosperity
Miranda Grant, AIN Inc.	Mark Roth, Avita Pharmacy	Karen Ndagi, UNTHSC
Marcus Elliott, ASD	Ted Douglas, PHNTX	Louvenia Freeman, DCHHS
Traswell C. Livingston III, ASD	Kellie Norcott, PHHS	Julia Chavarria, HOPWA
Amye Broyles, PHHS	Mary Kate Bevel, City of Dallas	Shelley C., DCHHS/STD/HIV
Carl Falconer, MDHA		

- I. **Call to Order:** Ryan White Planning Council Chair, John Dornheim, called the meeting to order and established quorum at 9:06 a.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim and certified by Glenda Blackmon-Johnson, Ryan White Planning Council Manager. Members were reminded of the importance of establishing quorum and attending committee meetings.
- III. **Introductions/Announcements:**
- Philip Huang DCHHS Director gave the Fast Track Cities initiative updates.
 - Carl Falconer, President of Metro Dallas Homeless Alliance announced they held the annual homeless count on Thursday, January 23th from 7 p.m.- midnight. They were seeking 1,500 volunteers for participation.
 - Traswell Livingston introduced AIDS Service of Dallas (ASD) new President/Chief Operating Officer (COO), Yolanda Jones. Employment opportunities for an outreach worker.
 - Helen E. Turner announced the Fast Track/Stigma Group met on Wednesday, January 15th.
 - Glenda Blackmon-Johnson extended her gratitude to the RWPC and community guest for their support and kindness.
- IV. **Office of Support Announcements:** Mr. Dornheim announced the 2020 Leadership Appointment update.

<u>Position</u>	<u>Appointments</u>
RWPC Chair	John Dornheim
RWPC Vice Chair	Auntjuan Wiley
RWPC Vice Chair	Venton C. Hill-Jones

Allocations Chair	Kelly Richter
Allocations Vice Chair	James Wright
Evaluation Chair	Pamela Green
Evaluation Vice Chair	Del Wilson
PP Chair	Robert Lynn
PP Vice Chair	Venton C. Hill-Jones
CCC Chair	Auntjuan Wiley
CCC Vice Chair	Donna Wilson
Needs Assessment Chair	Christopher Webb
Needs Assessment Vice Chair	Karin Petties

- RWPC wished Lionel Hillard the best for 2020 and extended a note of gratitude and appreciation for outstanding leadership in 2019.
- Upcoming webinar: Elevating Consumer Voices. A Planning Community HIV/AIDS Technical Assistance for Planning project (CHATT) held on Thursday, January 23rd for a webinar on consumer involvement in planning councils/planning bodies (PC/PBs).
- The 2020 joint leadership and committee member retreat is schedule for February 21, 2020 please plan accordingly.
- Chairs and Vice Chairs for 2019 committee activity report is due to the office of support so they may start on the final FY 2019 Year End Report
- The RWPC is still seeking women of color/Transgender/Youth/Hispanic/Native American representation for the Planning Council membership and currently there are 2 mandated seats to be a filled: Medicaid and someone recently released from incarceration, i.e. parole officer. If you know someone, please forward their contact information to the Office of Support staff.
- RWPC committee members introduced themselves.

V. **Approval of the December 11, 2019 Minutes:** Donna Wilson made a motioned to accept the Ryan White Planning Council minutes. Christopher Webb seconded the motion. The motion passed with one abstention.

VI. **Administrative Agency Report** GERALYN RICHARD reported:

1. The Data Quality Assessment coordinated by the Clinical Quality Management team was completed by all sub-recipients as of November 22nd as part of the annual site visit monitoring process. Analysis of the assessment and a report of findings is being compiled and drafted for review.
2. 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 during the October 2019 technical assistance session for grant sub-recipients and similar HRSA guidance provided to the Tarrant County HIV Grants program. The Administrative Agency is awaiting a final response from HRSA regarding this discrepancy and will provide an update to the Planning Council as soon as it becomes available.
3. Data Analyst Thomas Reed led the annual 2019 AIDS Regional Information and Evaluation System (ARIES) training session on December 13th. This training session provided an overview of ARIES, security reminders, the upcoming Ryan White Services Report (RSR), and anticipated updates/changes related to ARIES and its policies currently in development by the Texas Department of State Health Services (DSHS).
4. From December 9th through December 20th, the DSHS HIV Care Services Group completed a desktop and on-site programmatic review of the Administrative Agency for the Ryan White Part B and State Services contracts. In summary, there were no new findings and all existing findings demonstrated progress made toward resolution. DSHS also noted that the program demonstrates greater transparency, and the team presents a more open, lighter environment. Findings related to planning, policies, and fiscal administration will be deferred until the April 2020 site visit.

5. In response to feedback received during the HRSA October 2019 technical assistance visit and with guidance from the HRSA Program Officer, the Administrative Agency submitted a request for an exemption to the annual sub-recipient site visit monitoring requirement on January 6th.
6. On January 10th, the Ryan White Grants Management Division submitted to DSHS the Management Response to the Initial Report of Findings from the April 2019 fiscal monitoring site visit.
7. In coordination with the Ryan White Grants Management Division, the Dallas County Purchasing Department held the Ryan White HIV/AIDS Program Universal Request for Proposal External Review Committee (ERC) Proposal Acceptance and Training session on Wednesday, December 18th. The ERC concluded its review of proposals with a Discussion and Clarification session that was held on Friday, January 10th.
8. As of November 2019, the Ryan White HIV/AIDS Program has expended the following:
 - a. 75% - Part A Formula funding
 - b. 60% - Part A Supplemental funding
 - c. 78% - Part A MAI funding
 - d. 49% - Part B Formula funding
 - e. 78% - Part B Supplemental funding
 - f. 11% - State Services funding
 - g. 32% - State Rebate funding

VII.

Committee Reports:

- A. Executive Committee:** John Dornheim, RWPC Chair, reported the committee met on January 8th; and established quorum. The floor was opened for announcements and committee reports.

Mr. Dornheim announced the 2020 Leadership Training and asked for assistance from the leadership members to develop the agenda and outline the training timeline.

Executive members received a draft copy of the 2020 Memorandum of Understanding for review and to forward to the RWPC for approval.

Approval of the Memorandum of Understanding: *Pamela Green made a motion to approve the Memorandum of Understanding between the Ryan White Planning Council and Administrative Assistant. Robert Lynn seconded the motion. The motion passed unanimously.*

- B. Needs Assessment Committee:** *Committee did not meet.*

Mr. Henry gave updates regarding the 2019 Needs Assessment progress. Susan Wolfe & Associates has completed:

- 20 Key Informant interviews.
- 8 Focus Groups one was scheduled for 12/11/19.
- Consumer Surveys – The consumer survey are scheduled for Sherman, TX and Hillcrest House. A total of 300 surveys have been collected.
- 9 Provider Survey.
- Volunteers are needed for survey collection on 1/22/2020 at Hillcrest House.

- C. Planning & Priorities Committee:** *Committee did not meet.*

- D. Allocations Committee:** *Committee did not meet.*

- E. Evaluation Committee:** *Committee did not meet.*

- F. Consumer Council Committee:** John Dornheim, Chair, reported the committee met on November 21st and established quorum. The committee discussed and reviewed the CCC Education Outreach Project for 2019. The committee completed the goal of identifying ten emergency rooms and providing

them with resources and educational material. A follow up will be done with the emergency room contacts for additional information.

The committee discussed and identified potential forum topics for 2020 and finalized the last forum of the year Adherence & Staying Undetectable on Thursday, December 19th; follow by the annual CCC lunch event.

VIII. New Business: Ms. Lori Davidson presented on the 2020-21 Housing Opportunity for People with HIV (HOPWA) grant.

Purpose:

- Provide information on the HOPWA grant.
- Solicit Ryan White Planning Council stakeholder feedback for City of Dallas 2020-21 Annual Action Plan and Budget.
- City's Planning approach for HOPWA- Use HOPWA funds consistent with priorities set by the Ryan White Planning Council, and needs identified in the RWPC Comprehensive HIV Needs Assessment (as they pertain to housing and related services).

HOPWA Background:

- HOPWA is part of the City of Dallas Consolidated Plan
 - ❖ Five-Year Plan (10/1/19 to 9/30/24), with Annual Action Plans
 - ❖ City's Grant "Application" (for those funds)
- City's Consolidated Plan includes four grants:
 - ❖ Community Development Block Grant (CDBG)
 - ❖ HOME Investment Partnerships Program (HOME)
 - ❖ Emergency Solutions Grant (ESG) (homeless)
 - ❖ Housing Opportunities for Person with AIDS (HOPWA)
- Established in 1990 by AIDS Housing Opportunity Act
 - ❖ First grant awards in FY1992-93
- U.S. Department of Housing & Urban Development (HUD) administering federal agency (not HHS)
- Primary focus- assist low-income persons living with HIV/AIDS with housing and support services to:
 - ❖ Establish and better maintain a stable living environment in safe, decent, and sanitary housing
 - ❖ Reduce the risk of homelessness
 - ❖ Improve access to health care and other support services
- Basic Eligibility – *HIV/AIDS Diagnosis, reside in Dallas Eligible Metropolitan Statistical Area (EMSA), household income cannot exceed 80% of Area Median Income (AMI), and (HOPWA does not use Federal Poverty Level (FPL).*
- HOPWA Grantees:
 - City of Dallas - Grantee for Dallas EMSA
 - ❖ Collin, Dallas, Denton, Ellis, Hunt, Kaufman, and Rockwall Counties
 - ❖ Program Year runs from October through September
 - ❖ Report client-level data in local Homeless Management Information System (HMIS) subject to HUD HMIS data standards (not ARIES)
 - Other Texas Cities – cover other EMSAs
 - ❖ Austin, El Paso, Fort Worth, Houston, San Antonio
 - State of Texas – balance of state
 - ❖ Counties not covered by EMSAs

- Dallas County HHS – serves different HOPWA roles
 - ❖ Project Sponsor (through City of Dallas) – Dallas EMSA
 - ❖ Administrative Agency (through State of Texas) – Other County(ies)

Ms. Davidson also reviewed and discussed the following topics.

- HOPWA Allowable Uses – Housing
- HOPWA Current Budget (FY 2018-2019)
- HOPWA Budget Comparison
- Current HOPWA Partners
- City of Dallas – Organization Changes
 - ❖ Two New Offices at City of Dallas (starting 2017-18)
 - Spun off from Housing/Community Services Dept.
 - ❖ **New – Office of Homeless Solutions**
 - Includes Contacted HOPWA Services
 - Plus: Homeless Housing, Street Outreach & Other Homeless Services
 - ❖ **New – Office of Community Care**
 - Includes Direct HOPWA Service provided through City of Dallas Staff:
 - MLK Community Center
 - West Dallas Multipurpose Center (STRMU & PHP)
 - Fresh Start Housing (TBRA)
 - Plus: child care services, senior services, WIC, fresh start employment program, vital statistics, and other social services.
- HOPWA Formula Modernization
- HOPWA Coordination with Homeless Response System
- City of Dallas - Office of Homeless Solutions
- City of Dallas - Organization Changes
- Citizen Comments
- Doing Business with the City
 - ❖ Register on-line to receive notification of Request for Proposals (RFP) at: <https://dallascityhall.bonfirehub.com> or contact the Business Development and Procurement Services at (214) 670-5246.

Anyone who has questions or would like to see the full PowerPoint presentation may contact the Ms. Davidson or the Office of Support.

IX. Adjournment: *Robert Lynn motioned to adjourn. Christopher Webb seconded the motion.*

The motion passed unanimously. The meeting was adjourned at 10:03 a.m.

Submitted by:

Annie Sawyer-Williams, RWPC Coordinator

Date

Draft Certified by:

Justin Henry, RWPC Planner

Date

Final Approval by:

John Dornheim, Chairperson
Auntjuan Wiley, Vice Chair
Venton C. Hill-Jones, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, February 12, 2020 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

EXECUTIVE COMMITTEE MEETING February 5, 2020		
Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.		
MEMBERS PRESENT		
Robert Lynn, P&P Chair	Auntjuan Wiley, RWPC Vice Chair, CCC Chair	
Del Wilson, Evaluation Vice Chair	Donna Wilson, CCC Vice Chair	
John Dornheim, RWPC, Chair	Christopher Webb, Needs Assessment, Chair	
Venton C. Hill-Jones, RWPC Vice Chair	Karin Petties, Needs Assessment, Vice Chair	
Pamela Green, Evaluation Chair		
MEMBERS ABSENT		
James Wright, Allocations Vice Chair	Kelly Richter, Allocations Chair	
RWPC STAFF PRESENT		
Annie Sawyer-Williams, RWPC Coordinator	Justin M. Henry, RWPC Planner	
Glenda Blackmon-Johnson, RWPC Manager		
GRANTS MANAGEMENT STAFF PRESENT		
Sonya Hughes, Grants Director	Geraldyn Richard, DCHHS-RW GMO	
OTHERS PRESENT		
Hosea Crowell, AIN	Brent J. Taylor, SBPAN	Lionel Hillard, RWPC

- I. **Call to Order:** John Dornheim, Chair called the meeting to order at 2:02 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, and certified by Glenda Blackmon-Johnson, RWPC Manager.
- III. **Introductions/Announcements:**
 - a. John Dornheim announced he spoke with Judge Clay Jenkins and discussed recruiting for new PC member's particular youths.
- IV. **January 8, 2020 Minutes:** *Auntjuan Wiley made a motioned to accept the minutes as written. Donna Wilson seconded the motion. The motion passed unanimously.*
- V. **Call for Executive Session:** In adherence to the Texas Open Meetings Handbook 2014 Section 551, the Committee deliberated potential appointee(s) and member(s). The Executive Session was called at 2:10 p.m.
- VI. **Reconvene:** The committee reconvened at 2:20 p.m.
- VII. **Recommendations for Appointments:** The Executive Committee discussed two candidates.

Christopher Webb motioned to nominate Linda Freeman to be seated on the Needs Assessment Committee. Venton C. Hill-Jones seconded the motion. The motion passed unanimously.

Pamela Green motioned to nominate Gary Benecke to be seated on the RWPC. Auntjuan Wiley seconded the motion.

In response to Pamela Green's motion, the Executive members discussed RWPC membership reflectiveness, the agency representation and population demographics of the RWPC. They agreed not

to consider seating the candidate because the population demographic has been filled.

Pamela Green's motion was rescinded until a seat becomes available.

- VIII. **Office of Support:** Glenda Blackmon-Johnson announced that a new Health Resources and Services Administration Project Officer has been assigned to the RWPC/ Dallas Eligible Metropolitan Area (EMA). A request was made for weight in on a subject; if the HRSA written correspondence can be shared with the RWPC members.

Ms. Blackmon-Johnson discussed the 2020 Ryan White Planning Council of the Dallas Area Leadership/Standing Committee Member Training agenda. The members reviewed and agreed to move forward with the agenda.

The Executive members received an update regarding the RWPC membership reflectiveness, RWPC 2020 Master Calendar and FY 2021-2022 Work Plan of Planning Council Support Activities.

- The FY 2021-2022 Work Plan: Is what a specific committee will be responsible for with projects, collaborations and timeline.
- The RWPC 2020 Master Calendar: For the committee members to set up their specific work detail.

Motion: Robert Lynn motioned to approve the Ryan White Planning Council of the Dallas Area 2020 Leadership/Standing Committee Member Training agenda. Del Wilson seconded the motion. The motion passed with one abstention.

- IX. **Leadership Report:** N/A.

- X. **Call for Executive Session:** In adherence to the Texas Open Meetings Handbook 2014 Section 551, the Committee deliberated potential appointee(s) and member(s). The Executive Session was called at 3:06 p.m.

- XI. **Reconvene:** The committee reconvened at 3:26 p.m.

- XII. **Recommendations for Appointments:** The Executive Committee interviewed two candidates. Christopher Webb motioned to nominate Hosea Crowell to be seated on the Needs Assessment Committee and to forward a recommendation to the Judge's Office for RWPC appointment. Karin Petties seconded the motion. The motion passed unanimously.

Christopher Webb motioned to nominate Shirley Rivers to be seated on the Needs Assessment Committee. Robert Lynn seconded the motion. The motion passed unanimously

- XIII. **Committee Reports:**

- a. **Planning & Priorities:** Robert Lynn, Chair, reported the committee met twice in the January and established quorum.

On January 27th the committee discussed the P&P calendar and timeline regarding prioritizing the timeline of the committee's work. They reviewed and discussed the FY 2020-2021 Standards for Care and Service Guidelines document, to ensure all the changes were made to the document committee members agreed to hold another meeting, to review and vote on the document to be forwarded to the Executive committee, RWPC and AA for final approval.

On January 31st they discussed the history of the Federal Poverty Level (FPL) and how the P&P agreed to pilot the increases for a year. The committee had a brief discussion regarding the percentages for the FPL. The committee reviewed and approved the FY 2020-2021 Standards for Care and Service Delivery Guidelines document and to raise the Housing Based Case Management service category to 500%.

Motion: Robert Lynn motion to approve the Standards for Care and Service Delivery Guidelines document. Venton C. Hill-Jones seconded the motion.

The Executive Committee members discussed the Standards for Care and Service Delivery Guidelines document and expressed their disappointment for the document not being available for a vote. And, spoke with the AA regarding delay of the document not moving forward. It was recommended to table the vote until the March 4th, Executive Committee meeting.

Robert Lynn rescinded the motion to approve the Standards for Care and Service Delivery Guidelines.

Motion: Venton C. Hill-Jones motioned to table the Standards for Care and Service Delivery Guideline document. Donna Wilson seconded the motion. The motion passed unanimously.

b. **Allocations Committee:** Committee did not meet.

- c. **Consumer Council Committee:** Auntjuan Wiley, Chair, reported the committee met on January 23rd and established quorum. Committee reports were given and the committee discussed the Consumer Council Committee Outreach Education Project regarding following-up with the emergency room contacts for questions; and to see if they need further information. The committee discussed upcoming forum:
- HIV & Mental Health, February 25th – 1:00-3:00 p.m.
 - HIV & Stigma, March 12th – 2:00-4:00 p.m.
 - Prevention & New Therapies, April 23rd – 1:00-3:00 p.m.

The committee discussed upcoming tabling events: AIDS Walk South Dallas, Women Grace Project and Get Tested Grab a Bite.

d. **Evaluation Committee:** Committee did not meet.

- e. **Needs Assessment Committee:** Christopher Webb, Chair, reported the committee met on January 21st and quorum was not established. The committee had a unofficial meeting and they discussed:
- Seeking assistance to help with survey administration at AIDS Services of Dallas (Hillcrest House) on January 22th from 10:30 a.m.-2:00 p.m.
 - 300 Surveys completed. The goal is 500 surveys.
 - A question & answer session with the Needs Assessment committee will take place once the first draft is submitted. The goal is early February 2020 and at the point we can arrange an informational meeting with Needs Assessment vendor and the feedback will be utilized to construct a final draft.
 - Once the final draft is complete a presentation will be scheduled for March 2020.

Mr. Webb recommended special assignments for Transgender, Asian, Latin X, MSM (also survey millennials) populations, and rural areas.

- XIV. **Approval of the February 12, 2020 RWPC Agenda:** *Robert Lynn made a motion to approve the February 12, 2020 RWPC meeting agenda. Auntjuan Wiley seconded the motion. The motion passed unanimously with correction.*
- XV. **New Business:** Venton C. Hill-Jones announced his resignation as the Vice-Chair of the Ryan White Planning Council and Planning and Priorities Committee effective, February 5, 2020. He indicated that he will remain a member of the council, but due his new position and obligations he needed to step down from some of his current leadership roles.
- XVI. **Adjournment:** *Robert Lynn made a motioned to adjourn. Karin Petties seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 4:08 p.m.

Submitted by:

Annie Sawyer-Williams, RWPC Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

John Dornheim, Chair
Auntjuan Wiley, Vice Chair
Venton C. Hill-Jones, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, March 4, 2020 @ 2:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

Needs Assessment Committee

January 21, 2020

Unofficial Meeting

Charge: To oversee the development and implementation of the needs assessment process to identify the needs, barriers to care, and gaps in service in the HIV community and develop a comprehensive plan in line with the priority goals of the Ryan White Planning Council.

MEMBERS PRESENT

Lionel Hillard	Helen E. Turner	Karin Petties, Vice Chair
Gary Benecke	Christopher Webb, Chair	

MEMBERS ABSENT

John Dornheim	Kendra Tevis	Donna Wilson
Jonathan Thorne	Jacobi Hunter-Wright	

RWPC STAFF PRESENT

Annie Sawyer-Williams, RWPC Coordinator	Glenda Blackmon-Johnson, RWPC Manager
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GRANTS MANAGEMENT STAFF PRESENT

OTHERS PRESENT

Hosea Crowell, AIN

- I. **Call to Order:** Christopher Webb, Needs Assessment Chair, called the meeting to order 2:13 p.m.
- II. **Certification of Quorum:** Quorum was not established.
- III. **Introductions/Announcements:**
 - a. Christopher Webb discussed the HIV #Language Matters: Addressing Stigma by using preferred language. It was requested to be an agenda item, at the next committee meeting.
 - b. Lionel Hillard announced the Joint Leadership & Committee Member training on February 21st from 10:30 a.m.-3:00 p.m. in Hickman Conference room 222.
- IV. **Office of Support:** Glenda Blackmon-Johnson shared the 2020 leadership roster. The RWPC membership reflectiveness is currently at 23 members. The council is seeking people of color, representation of recently incarcerated, and transgender individuals.

Helen E. Turner gave the committee an overview from the Fast Track Cities to End the HIV Epidemic meeting that was held on 11.18.19.
- V. **Updates for the Needs Assessment Process:** Christopher Webb updated the committee on the Needs Assessment progress:
 - Asked for assistance to help with survey administration at AIDS Services of Dallas (Hillcrest House) on January 22th from 10:30 a.m.-2:00 p.m.
 - 300 Surveys completed. The goal is 500 surveys.
 - A question & answer session with the Needs Assessment committee will take place once the first draft is submitted. The goal is early February 2020 and at the point we can arrange an informational meeting with Needs Assessment. That the vendor information will be utilized to construct a final draft.
 - Once the final draft is complete a presentation will be conducted in or around March 2020.

Mr. Webb suggested special assignments for Transgender, Asian, Latin X, MSM (also survey millennials) and rural areas.

Needs Assessment Ad Hoc Committee Meeting

U:\Coordinator-a\~Needs Assessment~\1.21.2020

VI. New Business: N/A.

The meeting was end at 3:00 p.m.

NEXT SCHEDULED MEETING

Tuesday, February 18, 2020 2:00 PM
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 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*

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

CONSUMER COUNCIL COMMITTEE MEETING**January 23, 2020**

Charge: Empowering consumers through education by providing the tools and knowledge to interact with those individuals and committees that affect categorical service delivery of the Ryan White Treatment Modernization Act, including the Texas Department of State Health Services (DSHS).

MEMBERS PRESENT

Auntjuan Wiley, Chair
David C. Becker
Julie Jackson
Donna Wilson, Vice Chair

Helen E. Turner
Robert L. McGee II
Lionel Hillard
Jonnita L. Brown

Sattriona Nyachwaya
Linda Freeman
Ricky Tyler

MEMBERS ABSENT

Helen Zimba
Julie Wilson Caldwell

Alexander Deets
John Dornheim

Jamie Collins

COUNCIL STAFF PRESENT

Annie Sawyer-Williams, RWPC Coordinator

Justin Henry, RWPC Planner

GRANTS MANAGEMENT STAFF PRESENT**OTHERS PRESENT**

Teddrick Douglas, PHNTX

Hosea Crowell, AIN

Justin Vander, PHNTX

- I. **Call to Order:** Auntjuan Wiley, Chair, called the meeting to order at 12:03 p.m.
- II. **Certification of Quorum:** Quorum was established and certified by Annie Sawyer-Williams, RWPC Coordinator, and certified by Auntjuan Wiley.
- III. **Introductions/Announcements:**
 - a. Lionel Hillard announced the Needs Assessment committee was seeking assistance to help with survey administration.
 - b. Donna Wilson announced the Afiya Center street team will resume fish fry on Friday, for more information please feel free to contact her.
 - c. Auntjuan Wiley thanked everyone for the end of the year celebration.
 - d. Helen E. Turner announced the Fast Track/Stigma Group met on Wednesday, January 15th.
 - e. Auntjuan Wiley announced the 2020 RWPC Leadership/Standing Committee Member Training on February 21st at Dallas County Health and Human Services Hickman Conference Room.
- IV. **Approval of the December 19, 2019 Minutes:** *Lionel Hillard motioned to accept the minutes as written. Donna Wilson seconded the motion. The motion passed.*
- V. **Office of Support:** The RWPC membership reflectiveness is currently at 23 members. The council is seeking people of color, representation of recently incarcerated, and transgender individuals.
- VI. **Committee Liaison Report:**
 - a. **Allocations Committee:** Committee has not met.
 - b. **Planning & Priorities Committee:** Committee has not met.
 - c. **Evaluation Committee:** Committee did not meet.
 - d. **Needs Assessment Committee:** Annie Sawyer-Williams reported the committee met, but

quorum was not established. The committee members unofficially discussed the needs assessment survey.

- 300 Surveys completed, and 250 on paper and 50 electronic. The goal is 500 surveys.
- A question & answer session with the Needs Assessment committee will take place once the first draft is submitted and that goal date is early February 2020 and at the point we can arrange an informational meeting and the information will be utilized to construct a final Needs Assessment draft.
- Once the final draft is complete a presentation will be conducted on or around March 2020.

VII. Ryan White Planning Council Outreach Education Project: Mr. Wiley asked members to follow-up with their emergency room contacts for questions; and to see if they need further information. If there are any requests for HIV handbooks, and if education is requested to do so by February 6th. Mr. Wiley announced Karin Petties has resigned from the CCC.

VIII. CCC Forum Planning: The committee discussed tentative date for the following forums.
Upcoming forums:

- HIV & Mental Health, February 20th – 1:30-3:30 p.m.
- HIV & Stigma, March 12th – 2:00-4:00 p.m.
- Prevention & New Therapies, April 23rd – 1:00-3:00 p.m.

IX. CCC Community Events Involvement: The committee discussed the CCC committee tabling the AIDS Walk South Dallas, Women Grace Project and Get Tested Grab a Bite.

X. New Business: N/A

XI. Adjournment: *Helen E. Turner motioned to adjourn. Linda Freeman seconded the motion. The motion passed unanimously.*

The meeting ended at 12:57 p.m.

Submitted by:

Annie Sawyer-Williams, Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Auntjuan Wiley, Chair
Donna Wilson, Vice Chair

Date

NEXT SCHEDULED MEETING
Thursday, February 27, 2020 12:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX

AGENCY LIST 2019
(Part A Formula, Supplemental, MAI & Part B Formula)

<p align="center"><u>AIDS Healthcare Foundation</u></p> <p>Texas Regional Director: Bret Camp 7777 Forest Lane B-122 Dallas, Texas 75230 Bret.Camp@aidshealth.org Office: 972-383-1065 / AHF ext. 2161 Cell: 469-534-0393</p> <p>Director of Contracts Administration Charity Chandler-Cole 6255 W. Sunset Blvd., 21st Floor Los Angeles CA 90028 charity.chandler@aidshealth.org Office: 323-860-5384 Cell: 310-882-9462</p> <p>Contracts Manager Shibu K. Sam 7777 Forest Ln, Ste B122 Dallas, Texas 75230 shibu.sam@aidshealth.org Office: 972-383-1060 Ext 2166 Cell: 972-523-3113</p>	<p align="center"><u>Access Information Network</u></p> <p>ED: Steven Pace Steven@AINDallas.org</p> <p>Director of HIV Services: Joni Wysocki</p> <p>2600 N. Stemmons Freway Suite, 151 Dallas, Texas 75207</p> <p>Office: 214-943-4444 Fax: 214-941-7739</p>	<p align="center"><u>AIDS Services of Dallas</u></p> <p>ED: Trasewell Livingston III tlivingston@aidsdallas.org</p> <p>CFO: Bernie Keasler x 110 bkeasler@aidsdallas.org</p> <p>400 S. Zang Ste 1305 LB 21 Dallas, Texas 75208-6600</p> <p>P.O. BOX 4338 Dallas, Texas 75208-0338</p> <p>Office: 214-941-0523 Fax: 214-941-8144</p>	<p align="center"><u>Callie Clinic -Your Health Clinic</u></p> <p>ED: Gwynne Palmore gwynne.palmore@gmail.com</p> <p>CFO: Bob Stoolfire bobstoolfire@gmail.com</p> <p>Clinical Administrator: Glenn Moreland rglenm@yahoo.com</p> <p>Compliance Officer Norma Piel-Brown norma.pielbrown@callieclinic.org 1521 Baker Road Sherman, Texas 75090 Office: 903-891-1972 Fax: 903-892-6093</p>	<p align="center"><u>Dls Co. Hospital District - Parkland</u></p> <p>Director -HIV-Grant Programs - Crystal Curtis CRYSTAL.CURTIS@phhs.org</p> <p>Grant Financial Analysis Manager: Vacant</p> <p>SVP Jessica Hernandez Jessica.hernandez@phhs.org</p> <p>Program Manager: Kellie Norcott KELLIE.NORCOTT@phhs.org</p> <p>Director of Grants Management: Shelia Fisher 214-590-7996 / Shelia.Fisher@phhs.org</p> <p>1936 Amelia Court 2nd Floor Dallas, Texas 75235-7706</p> <p>Office: 214-590-5182 Fax: 214-590-2832</p>
<p align="center"><u>Dallas Legal Hospice</u></p> <p>ED: Tony Lokash tony@legalthospice.org</p> <p>Legal Director: Joel Lazarine joel@legalthospice.org</p> <p>1825 Market Center Blvd Ste 550 Dallas, Texas 75207</p> <p>Office: 214-521-6622 Fax: 214-521-3310</p>	<p align="center"><u>Dental Health Programs, Inc. dba</u> <u>Community Dental Care</u></p> <p>Director of Operations/ED: Dorothy Jones Diones@communitydentalcare.org</p> <p>Grants Programs: Johnathon Bingham jbingham@communitydentalcare.org</p> <p>Grant Reporting: Cassie McGowan CMcGowan@communitydentalcare.org</p> <p>3910 Gaston Ave, Dallas, Texas 75246 Office: 214-736-0493 Cell: 469-387-7700 Fax: 214-515-5516</p>	<p align="center"><u>Health Services of N. Tx, Inc.</u></p> <p>CEO: Doreen Rue x 3001 drue@healthntx.org</p> <p>COO: Debra Layman x 53-3020 dlayman@healthntx.org</p> <p>CFO: Pam Barnes x 3015 pbarnes@healthntx.org</p> <p>4401 North I 35 Ste 312 Denton, Texas 76207</p> <p>Office: 940-381-1501 Fax: 940-566-8059</p>	<p align="center"><u>Legacy Counseling Center, Inc.</u></p> <p>ED: Melissa Grove x 302 melissa@legacycounseling.org</p> <p>Program Director: Brooke Nickerson brooke@legacycounseling.org</p> <p>Finance: MerriGay Fitz mfritz0913@hotmail.com</p> <p>Office Manager: Tammy McCormack x 300 tammy@legacycounseling.org</p> <p>4054 McKinney Avenue Ste. 102 Dallas, Texas 75204-2058</p> <p>Office: 214-520-6308 Fax: 214-521-9172 Legacy Cottage: 214-941-7373</p>	<p align="center"><u>Open Arms, Inc./Bryan's House</u></p> <p>ED: Abigail Erickson aerickson@bryanshouse.org</p> <p>Finance: Linda White lwhite@bryanshouse.org</p> <p>Admin: Yessenia Ramirez x 149 yramirez@bryanshouse.org</p> <p>3610 Pipestone Road Dallas, Texas 75212</p> <p>P.O. BOX 35868 Dallas, Texas 75235-0868</p> <p>Office: 214-559-3946 Fax: 214-559-2827</p>
<p align="center"><u>Prism Health North Texas</u></p> <p>ED: John T. Carlo M.D. john.carlo@aidsarms.org</p> <p>CFO: Gilbert Kouame x 312 Gilbert.Kouame@prismntx.org</p> <p>Accounting Manager: Sherrie Jackson Sherrie.Jackson@prismntx.org</p> <p>351 W. Jefferson Blvd. Ste 300 Dallas, Texas 75208</p> <p>Office: 214-521-5191 Fax: 214-528-5879</p>	<p align="center"><u>Resource Center of Dallas</u></p> <p>CEO: Cecelia Cox ccox@myresourcecenter.org</p> <p>COO: Marisa Elliott melliott@myresourcecenter.org</p> <p>CFO: Dave Hesse 214- 540-4428 dhesse@myresourcecenter.org</p> <p>5750 Cedar Springs Rd. Dallas, Texas 75235</p> <p>P.O. BOX 190869 Dallas, Texas 75219</p> <p>Office: 214-528-0144 Fax: 214-522-4604</p>	<p align="center"><u>Callie Clinic -Your Health Clinic</u></p> <p>ED: Gwynne Palmore gwynne.palmore@gmail.com</p> <p>CFO: Bob Stoolfire bobstoolfire@gmail.com</p> <p>Clinical Administrator: Glenn Moreland rglenm@yahoo.com</p> <p>Compliance Officer Norma Piel-Brown norma.pielbrown@callieclinic.org 1521 Baker Road Sherman, Texas 75090 Office: 903-891-1972 Fax: 903-892-6093</p>		

RWPC Members

1. John Dornheim, CHAIR	johndornheim@att.net
2. Auntjuan Wiley, VICE CHAIR	a.wiley@aidswalksouthdallas.com
3. Venton C. Hill-Jones	Vhill-jones@SBPAN.org
4. Lori Davidson	lori.davidson@dallascityhall.com
5. Darius Ahmadi	dahmadi@aidsdallas.org
6. Yolanda Jones	Yjones@AIDSDallas.org
7. Robert Lynn	Roblynn1868@gmail.com
8. Robert McGee II	helpmehelputoo@gmail.com
9. Karin Petties	Karin.petties@prismntx.org
10. Kelly Richter	Kelly.Richter@Gilead.com
11. Phillip Scheldt	phill@scheldt.us
12. Jonathan Thorne	Jrthorne1@gmail.com
13. Del Wilson	delwilson@myresourcecenter.org
14. Donna Wilson	Donnadenisewilson@gmail.com
15. Leonardo Zea	Leonardo.zea@prismntx.org
16. Julie Jackson	jjack812@gmail.com
17. James Wright	creditdefendersm@yahoo.com
18. Christopher Webb	Christopher.Webb@dallascounty.org
19. Alexander Deets	info@alexanderdeets.com
20. Korey Willis	kwillis@aboundingprosperity.org

RWPC Members

21. Pamela J. Green	Pamelajgreenrn@sbcglobal.net
22. Helen Zimba	Hzimba.theafiyacenter@gmail.com
23. Laticcia M. Riggins	Laticcia.riggins@dshs.texas.gov
24. Jacobi Hunter-Wright	Jhunter-wright@aboundingprosperity.org



February 2020

****This calendar is tentative and may change. You may contact the Office of Support at (214) 819-1840 to verify a scheduled meeting.****

All meetings will be held in the Hickman Conference Room, located on the 2nd floor of Dallas County Health & Human Services, unless otherwise specified.

2377 N. Stemmons Frwy
Suite 200
Dallas, TX 75207

All meetings are open to the public and subject to the Texas Open Meetings Act. Your attendance is welcomed.

Phone: 214-53-1879

Fax: 214-819-6023

E-mail:

RWPC.RWPC@DallasCounty.org

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5 Executive Committee@2PM	6	7	8
9	10	11	12 RWPC Meeting @9AM	13	14	15
16	17	18 Needs Assessment Committee @2PM	19 Planning &Priorities Committee @9AM	20	21	22
23	24 Allocations Committee@ 5:15PM	25 Evaluation Committee@3PM	26	27 CCC Committee@12PM	28	29



March 2020

****This calendar is**

tentative and may change.

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 Executive @2PM	5	6	7
8	9	10	11 RWPC @9AM	12	13	14
15	16	17 Needs Assessment Committee @2PM	18 Planning & Priorities @ 9:00AM	19	20	21
22	23 Allocations @ 5:15 PM	24 Evaluation @3PM	25	26 CCC @12PM	27	28
29	30	31				