

**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, May 8, 2020

Re: Meeting Announcement

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Please note that there will be a:

**Ryan White Planning Council Meeting  
Wednesday, May 13, 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, May 12, 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  
Carla Jackson, Program Monitor  
David Kim, Program Monitor  
Oscar Salinas, Quality Assurance Administrator  
Angela Jones, Quality Assurance Advisor  
Regina Waits, 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, May 13, 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.   | <b>Approval of the April 8, 2020 Minutes</b>   | <b>Action Item</b>   |
| V.    | Administrative Agency Report <ul style="list-style-type: none"><li>• AA Updates</li></ul>  | Representative from Administrative Agency  |
| VI.   | Committee Meeting Update: <ul style="list-style-type: none"><li>a. Executive Committee</li><li>b. Needs Assessment Committee</li><li>c. Planning and Priorities Committee</li><li>d. Allocations Committee</li><li>e. Evaluation Committee</li><li>f. Consumer Council Committee</li></ul> | John Dornheim or Auntjuan Wiley<br>Christopher Webb or Karin Petties<br>Robert Lynn<br>Kelly Richter or James Wright<br>Pamela Green or Del Wilson<br>Auntjuan Wiley or Donna Wilson |
| VII.  | <b>Approval of the Allocations Recommendation-COVID-19 CARES Act Grant</b>   | <b>Action Item</b>   |
| VIII. | <b>Approval of the Administrative Agency's Response to FY 2018 Recommendation</b>  | <b>Action Item</b>   |
| IX.   | New Business   |  |
| X.    | Adjournment  | John Dornheim or Auntjuan Wiley  |

## NEXT SCHEDULED MEETING

Wednesday, June 10, 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

# RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

April 8, 2020

## Minutes

### COUNCIL MEMBERS PRESENT

Del Wilson	Lori Davidson	Yolanda Jones
Donna Wilson	John Dornheim, Chair	Kelly Richter
James Wright	Leonardo Zea	Robert Lynn
Laticcia M. Riggins	Karin Petties	Jacobi Hunter-Wright
Venton C. Hill-Jones	Darius Ahmadi	Pamela J. Green, RN
Christopher Webb	Jonathan Thorne	

### COUNCIL MEMBERS ABSENT

Auntjuan Wiley, Vice Chair	Korey Willis	Alexander Deets
Phillip Scheldt	Julie Jackson	Robert L. McGee II
Helen Zimba		

### 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

Mary Kate Bevel, City of Dallas

### GRANTS MANAGEMENT STAFF PRESENT

Wanda Scott, Program Monitor	Sonya M. Hughes, Assistant Director
David Kim, Program Monitor	Regina Waits, Health Advisor
Oscar Salinas, Quality Assurance Administrator	Angi Jones, Quality Assurance Advisor

### OTHERS PRESENT

Louise Weston Ferrill, HSNT	Joni Wysocki, AIN	Miranda Grant, AIN Inc.
Melissa Grove, Legacy Counseling Center	Monica Tunstle-Garrett, DCHHS	Sattie Nyachwaya, CHE

- I. **Call to Order:** Ryan White Planning Council Chair, John Dornheim, called the meeting to order and established quorum at 9:10 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:**
  - a. Venton C. Hill-Jones announced the HIV Task Force is meeting virtually.
  - b. Kelly Richter with Gilead Sciences announced policy changes with advancing access for patient assistance. A client whose patient assistance eligibility will expire between the end of March and the end of June have automatically had their enrollment extended through June 30<sup>th</sup> ..
- IV. **Office of Support Announcements:** Mr. Dornheim reported.
  - Committee member's attendance is imperative for quorum to be established.
  - Members and guests please identify your association with agencies before you speak or make your announcement(s).
  - 2019 chair and co-chair please submit your end of the year report.
  - Members please review the consideration for the RWPC Bylaws.
  - Members please see the notes from the part one module, Using Data for Decision Making; for questions please contact Justin Henry.
  - The RWPC is still seeking women of color/Transgender/Youth/Hispanic/Native American representation for Planning Council membership and currently there are two mandated seats to be filled: Medicaid and someone recently released from incarceration or a parole officer. If you know someone, please forward his or her contact information to the Office of Support staff.

- V. **Approval of the March 11, 2020 Minutes:** Robert Lynn motioned to accept the minutes as written. James Wright seconded the motion. The motion passed with one abstention.

VI. **Administrative Agency Report** Sonya Hughes reported:

1. Wanda Scott has been promoted to Grants Manager.
2. The purchasing department has finalized the Request for Payment (RFP) and the scores are now available. Upon receiving the full Part A grant award new contracts will be going out.
3. The AA has received the Standards for Care and they will be finalized and included with the new contracts.

VII. **Committee Reports:**

- A. **Executive Committee:** John Dornheim, RWPC Chair, reported the committee met twice in and established quorum.

On March 31<sup>st</sup> the Executive Committee interviewed one candidate, and made the following appointment:

*Naomi Green was appointed to the Allocations Committee and a recommendation was forwarded to the Judge's office for RWPC appointment.*

On April 1<sup>st</sup> the floor was opened for announcements and committee reports. The members reviewed and discussed the 2019 Comprehensive Needs Assessment final report.

- B. **Needs Assessment Committee:** Christopher Webb, Chair, reported the committee met twice in March and quorum was established.

On March 17<sup>th</sup> the committee discussed the 2019 Comprehensive Needs Assessment presentation by Dr. Susan Wolfe and associate.

On March 31<sup>st</sup> the committee discussed developing recommendations to present to the Planning & Priorities and Consumer Council Committees.

- C. **Planning & Priorities Committee:** Robert Lynn, Chair, reported the committee on March 18<sup>th</sup> and quorum was established. The floor was opened for announcements and the Office of Support reports. The committee reviewed the 2019 Comprehensive HIV Needs Assessment report. They received an update regarding the HIV Dallas Task Force and Fast Track Cities meetings and appointed a liaison to attend those meetings.

The committee has a brief discussion on adding vision care as specialty care for core medical services. They received an overview on the Referral for Healthcare Service Category in which the RWPC is still being asked to prioritize and allocate funding

Robert Lynn announced the Planning & Priorities Committee Vice Chair seat is open.

Justin Henry gave an overview of the PRSA modules that were sent to committee members: the first module sent out is gear towards committee members that will be using resources and datasets for decision making.

- D. **Allocations Committee:** Kelly Richter, Chair, reported the committee met on March 23<sup>th</sup> and established quorum. The floor was opened for announcements and Office of Support reports. The committee received a report from the Administrative Agency, regarding the Part A/MAI/Part B/State Services Expenditures. The expenditures are projected to be on target for FY 2019-2020.

- E. **Evaluation Committee:** Pamela Green, RN, Chair reported the committee met on March 24<sup>th</sup> and established quorum. The floor was opened for announcements and Office of Support reports. Information was provided on evaluation of service and effectiveness. Oscar Salinas presented and discussed with the committee projects that could be reviewed by the department in

collaboration with the evaluation committee. The committee members will develop three things that they felt would be good way to start and will discuss at the next committee meeting.

- F. **Consumer Council Committee:** Annie Sawyer-Williams reported the committee met on March 26<sup>th</sup> and established quorum. The floor was opened for announcements and Office of Support reports. Committee reports were given and the committee discussed the CCC Outreach Education Project for emergency room contacts. Due to the COVID-19 pandemic, members were asked to continue to identify new emergency room contacts from their homes, follow-up with the prior emergency room contacts for questions and inquire if they need further information.

The committee discussed coordinating the next CCC forum *Prevention & New Therapies* via a conference platform.

The committee discussed the CCC committee tabling the AIDS Walk South Dallas, The Grace Project and the Get Tested, Grab a Bite event. Mr. Wiley announced the tentative reschedule date for AIDS Walk South Dallas on June 13, 2020.

The RWPC Membership Reflectiveness is at 24 members with 54% non-aligned.

- VIII. **2019 Comprehensive Needs Assessment Final Report:** *Robert Lynn made a motion to approve the 2019 Comprehensive Needs Assessment Final Report. Christopher Webb seconded the motion. The motion passed with one abstention.*

The committee had a discussion regarding the 2019 Comprehensive Needs Assessment and further needs assessment regarding gathering data from minority populations. Kelly Richter commented on the reporting reflectiveness and how well the data represents the entire service area. She suggested considering another avenue or platform for the next needs assessment due to the limitations regarding some of the data gathering methodologies and some of the data that was reported. Mr. Henry reported the needs assessment document it is great tool to help with driving decision making.

- IX. **New Business:** James Wright posed a comment that people are getting tested for COVID-19 virus and going to drive thru to get tested, and there are clients who do not have automobiles; are there any arrangements being made to get tested at a provider site. Glenda Blackmon-Johnson stated she can follow up with the AA regarding a response to this question. Ms. Blackmon-Johnson asked members and guests if there are any questions or concerns to forward them to her to get them answered.

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

*The motion passed unanimously. The meeting was adjourned at 9:54 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**  
**Vacant, Vice Chair**

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

NEXT SCHEDULED MEETING  
Wednesday, May 13, 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 75207

EXECUTIVE COMMITTEE MEETING May 5, 2020	
<b>Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.</b>	
MEMBERS PRESENT	
Robert Lynn, P&P Chair	Karin Petties, Needs Assessment, Vice Chair
John Dornheim, RWPC, Chair	Del Wilson, Evaluation Vice Chair
Pamela Green, RN, Evaluation Chair	Christopher Webb, Needs Assessment, Chair
MEMBERS ABSENT	
Donna Wilson, CCC Vice Chair	Auntjuan Wiley, RWPC Vice Chair, CCC Chair
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	
OTHERS PRESENT	

- I. **Call to Order:** John Dornheim, Chair called the meeting to order at 2:12 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, and certified by Glenda Blackmon-Johnson, RWPC Manager.
- III. **Introductions/Announcements:** Housekeeping rules and announcements:
  - If anyone needs to leave the meeting will be called for a recess.
  - If acronyms are used, please explain what it means.
  - As a reminder member attendance is imperative for quorum.
  - If member receiving quorum emails, please contact the Office of Support.
  - Members and guest please identify your association with agencies before you speak or make an announcement(s).
  - HRSA circulated an email advising of the most current waiver establishing regarding the COVID-19 funds. Due to COVID-19 all scheduled meetings for the RWPC and standing committees will continue via teleconference. Until further notice.
  - The Executive Committee is closed interviewed session was canceled.
  - Members please review the notes from Part A module: Using Data for Decision Making for questions please contact Justin Henry.
  - The RWPC is still seeking women of color/Transgender/Youth/Hispanic/Native American representation for Planning Council membership and currently there are two mandated seats to be a filled: Medicaid and someone recently released from incarceration or a parole officer. If you know someone, please forward his or her contact information to the Office of Support staff.

Members were asked to discuss any new information within their agencies or where they volunteer regarding new trends and or emerging needs for programming and services within the community.

- Pam Green, RN announced PHNT are having issue with the increase of STI testing. They are starting an AIDS clinical trial for Hydroxychloroquine and Azithromycin to prevent hospitalization or death in persons with COVID-19 positive from different testing sites to try to

enroll them on a particular study.

- Del Wilson announced the Resource Center has worked with the Kaiser Family Foundation and will be featured in a targeted Facebook Ad starting May 10-16<sup>th</sup>. The ad will target some of the higher zip codes of HIV incidence in the area and people who have interest in HIV or LGBT.
- Christopher Webb announced the Older Adult Services are bringing lunch to the senior and those that have transportation meet at the centers to receive their meal. Their marketing strategy is seniors sharing their photos over the phone.

IV. **Approval of April 1, 2020 Minutes:** *Robert Lynn made a motioned to accept the minutes as written. Pam Green seconded the motion. The motion passed unanimously.*

V. **Office of Support:** Annie Sawyer-Williams reported the RWPC seats 24 members currently; that 54% or non-aligned.

VI. **Leadership Report:** Mr. Dornheim thanked the committee for their support in this COVID-19 pandemic.

VII. **Committee Reports:**

a. **Planning & Priorities:** Robert Lynn, Chair, reported the committee met on April 15<sup>th</sup> and established quorum. The floor was opened for announcements and the Office of Support reports. They received an update regarding the HIV Dallas Task Force and Fast Track Cities meetings. The committee reviewed the priority setting process which includes the needs assessment component, getting information from the needs assessment committee and their recommendation they want to put forward to planning and priorities committee. Mr. Lynn expressed his concerns regarding a join meeting with the CCC. Mr. Henry gave the members an update on the Priority Setting & Resource Allocations Guide (PSRA) and the timeline to complete the process. The executive members discussed the timeline for the PSRA process.

b. **Allocations Committee:** Justin M. Henry reported the committee met on April 27<sup>th</sup> and established quorum. The floor was opened for announcements and Office of Support reports. The committee received a report from the Administrative Agency, regarding the Part A/MAI/Part B/State Services Expenditures. The majority of the meeting was to discuss the COVID-19 CARES Act grant. The committee agreed to move their committee meeting to 4:00p.m. until meeting in person meeting resume.

Ryan White Part A COVID 19 Response				
COVID-19 PREVENT/PREPARE/RESPOND ACTIVITIES	COVID-19 PREVENT ACTIVITIES	COVID-19 PREPARE ACTIVITIES	COVID-19 RESPOND ACTIVITIES	AWARD TOTAL FOR ALLOCATION
Program Term: 04/01/2020-03/31/2021				\$ 870,865.00
Client Education				
COVID-19 TESTING				
COVID19 screening Testing for Temporary Drive				
COVID19 screening Testing for Walkup testing				
laboratory services for RWHAP clients				
Adding providers and other personnel				
Training				
Purchase of vehicles to transport patients				
Purchase of vehicles to transport clinic program personnel				
Supplies - personal protective equipment (cleaning supplies, etc.)	\$ 217,716.25			
Infection Control Supplies				
Equipment - telehealth equipment			\$ 217,716.25	
Health information technology to support tracking, sharing and reporting capacity				
<b>TOTAL AMOUNT</b>	\$ 217,716.25		\$ 217,716.25	\$ 435,432.50
Emergency Financial Assistance			\$ 435,432.50	\$ 870,865.00
* A limit may need to be established for the amount allowed per client for EFA. Funds allowable up to ~\$1,000 (if funds are available).				

Telehealth: \$217,716.25 (25%)

Personal Protective Equipment: \$217,716.25 (25%)

Emergency Financial Assistance: \$435,432.50 (50%)

#### Special Instructions:

Up to \$1,000.00 allowed per client based on the availability of funds.

- c. **Consumer Council Committee:** Annie Sawyer-Williams reported the committee met on April 23<sup>rd</sup> and established quorum. The floor was opened for announcements and Office of Support reports. Committee reports were given and the committee discussed the CCC Outreach Education Project for emergency room contacts. Due to the COVID-19 pandemic, members were asked to continue to identify new emergency room contacts from their homes, follow-up with the prior emergency room contacts for questions and inquire if they need further information.

The committee discussed coordinating with James Berglund to create a teleconference forum. Mr. Wiley will follow up with the committee; upon speaking with Mr. Berglund.

- d. **Evaluation Committee:** Pamela Green RN, Chair, reported the committee met on April 28<sup>th</sup> and established quorum. The floor was opened for announcements and Office of Support reports. The members presented their priorities for the evaluation model. The committee is working to create collaboration with the Clinical Quality Management department (CQM). Justin M. Henry and Oscar Salinas reported on developing the model as the baseline data is currently available to track viral suppression. It was presented that the CQM Department is working with a consultant to obtain data from non-Ryan White providers to add to this potential model. The committee agreed to accept the service utilization and viral suppression model.

- e. **Needs Assessment Committee:** Christopher Webb, Chair, reported the committee met on April 21<sup>st</sup> and quorum was established. The floor was opened for announcements and Office of Support reports. The committee debriefed the 2019 Comprehensive HIV Needs Assessment final report regarding prevention needs, transgender needs, system and psychosocial barriers to care, linkage to care concerns and retention in care concerns. The committee discussed conducting mini needs assessments. Members has reached out to Houston's EMA regarding their Project LEAP, which is a

program that trains persons living with HIV and kind of help wash stigma and build leadership skills. Ms. Petties stated it is not the intention of the chair and vice chair to take over meetings, but for everyone around the table to participate.

**VIII. Approval of the Allocations Recommendation- COVID-19 CARES Act:**

**Motion:** *A motioned was made to approve the Allocations Committee recommendation to allocate COVID-19 CARES Act Grand of \$870,865. Robert Lynn seconded the motion. The motion passed unanimously.*

**IX. Approval of the Administrative Agency's Response to FY 2018 Recommendation:**

**Motion:** *Pam Green made a motion to approve the Administrative Agency's Response to FY 2018 Recommendation. The motion passed unanimously.*

**X. Approval of the May 13, 2020 RWPC Agenda:** *Pam Green, RN made a motion to approve the May 13, 2020 RWPC meeting agenda. Christopher Webb seconded the motion. The motion passed unanimously.*

**XI. New Business:** The committee had a brief discussion regarding the rearrangement of the Executive and RWPC agendas with the action items not being included with the committee report.

**XII. Adjournment:** *Robert Lynn made a motioned to adjourn. Christopher Webb seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 3:02 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  
Vacant, Vice Chair

\_\_\_\_\_  
Date

NEXT SCHEDULED MEETING  
Wednesday, June 3, 2020 @ 2:00 PM  
Hickman Conference Room, 2nd floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX 75207

**Ryan White Part A COVID 19 Response**

COVID-19 PREVENT/PREPARE/RESPOND ACTIVITIES	COVID-19 PREVENT ACTIVITIES	COVID-19 PREPARE ACTIVITIES	COVID-19 RESPOND ACTIVITIES	AWARD TOTAL FOR ALLOCATION
Program Term: 04/01/2020-03/31/2021				\$ 870,865.00
Client Education				
COVID-19 TESTING				
COVID19 screening/Testing for Temporary Drive				
COVID19 screening/Testing for Walkup testing				
laboratory services for RWHAP clients				
Adding providers and other personnel				
Training				
Purchase of vehicles to transport patients				
Purchase of vehicles to transport clinic/program personnel				
Supplies - personal protective equipment (cleaning supplies, etc.)	\$ 217,716.25			
Infection Control Supplies				
Equipment - telehealth equipment			\$ 217,716.25	
Health information technology to support tracking, sharing and reporting capacity				
<b>TOTAL AMOUNT</b>	<b>\$ 217,716.25</b>		<b>\$ 217,716.25</b>	<b>\$ 435,432.50</b>
Emergency Financial Assistance			\$ 435,432.50	\$ 870,865.00
* A limit may need to be established for the amount allowed per client for EFA. Funds allowable up to ~\$1,000 (if funds are available).				

Telehealth: \$217,716.25 (25%)

Personal Protective Equipment: \$217,716.25 (25%)

Emergency Financial Assistance: \$435,432.50 (50%)

Special Instructions:

Up to \$1,000.00 allowed per client based on the availability of funds.

**Recommendation**

Fiscal year 2020 Part A COVID 19 allocation recommendations are based on activities to prevent, prepare and respond. The proposed allocation is recommended to address the anticipated funding needs for the COVID 19 pandemic. The final recommendation for 2020 Part A COVID 19 funds are outlined on the attached spreadsheet. Any additional funding above this range will be held until the need for reallocation.

  
Allocations Chair, Kelly Richter

4/27/2020  
Date

  
Allocations Vice Chair, James Wright

Date: 5/08/2020  
Date

Executive Chair, John Dornheim

Date

Executive Vice Chair, Auntjuan Wiley

Date

RWPC Chair, John Dornheim

Date

Vice Chair, Auntjuan Wiley

Date

**Statement of Conflict: Conflicted members are those who receive Ryan White Part A funding.**

## Needs Assessment Committee

April 21, 2020

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	John Dornheim, Chair
Gary Benecke	Christopher Webb, Chair	Jacobi Hunter-Wright
Karin Petties, Vice Chair	Hosea Crowell	Jonathan Thorne
Donna Wilson	Shirley Rivers	Linda Freeman

### MEMBERS ABSENT

Kendra Tevis	Amanda S. Evans M.D.
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### RWPC STAFF PRESENT

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

### GRANTS MANAGEMENT STAFF PRESENT

Wanda Scott, Grants Manager	Sonya Hughes, Assistant Director
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### OTHERS PRESENT

Robert Lynn, P&P Chair

- I. **Call to Order:** Christopher Webb, Needs Assessment Chair, called the meeting to order at 2:05 p.m.
- II. **Certification of Quorum:** Quorum was established by Christopher Webb and certified by Justin M. Henry, RWPC Planner.
- III. **Introductions/Announcements:**
  - a. Donna Wilson announced Afiya Center hosted a Zoom call to petition, "Keeping Texas Closed".
  - b. Glenda Blackmon-Johnson announced the Health Resources Services Administration (HRSA) hosted a conference call regarding Part A COVID-19 CARES Act funding.
  - c. Sonya Hughes announced a Notice of Award was disseminated for the funding received in the Dallas EMA for the COVID-19 Response. Dallas EMA received funds and the funding should be used for: prepare for, prevent, and respond to the COVID-19 pandemic.

GoToMeeting-Housekeeping rules:

  - Mute volume unless speaking
  - Vote in the chat box for recording keeping
  - Identify yourself before speaking
- IV. **Approval of the March 31, 2020 Minutes:** *John Dornheim motioned to approve the Needs Assessment Committee minutes. Karin Petties seconded the motion. The motion passed with correction (Resource Center announcement: drive thru pantry).*
- V. **Needs Assessment Debrief:** The committee discussed the Needs Assessment recommendation chart.

#### Prevention Needs Identified:

- Pg. 4- Rising rates with MSM indicate need to increase prevention efforts and messaging focused on MSM. *The committee discussed the timeframe to work on the initiative and agreed to table the discussion.*
- Pg. 6- Prevention services are not available throughout the EMA. *Recommendation: Step one to address the prevention needs within the needs assessment.*
- Pg. 7- Prevention. *Recommendation: Reach out to prevention agencies in the Dallas EMA.*

#### Transgender Needs Identified:

- Pg. 4- Lack of data for transgender individuals.
- Pg. 61- Transgender persons.

*The committee discussed conducting a mini needs assessment regarding the transgender community. They agree to work on this through the year.*

#### System and Psychosocial Barriers to Care:

- Pg. 4- Barriers identified to HIV care cited by survey participants.
- Barriers to successful linkage to care.
- Paperwork burden on consumer and providers can be reduced.

*The committee discussed partnering with the Consumer Council Committee (CCC) to have ongoing consumer training. They agree to develop a model to present to the CCC. The workgroup will consist of some of the needs assessment committee members: Lionel, Helen, Jacobi, Christopher and Karen.*

#### Linkage to care concerns:

- Pg. 6 Focused efforts are needed to link PLWH into medical care.
- Most prevalent needs funding for outreach, peer support and navigation.

#### Retention in care concerns:

- Pg. 5 Retention in care impacted.
- Substance misuse is reported as the reason for 26% of clients dropping out of care (consumer reports).

*After a lengthy discussion it was suggested the committee could work with the Clinical Quality Management department to focus on why clients drop out of care and come back.*

*The committee discussed recommending to the P&P committee to consider expanding transportation funding.*

**Motion:** *John Dornheim motioned to ask the Planning & Priorities to expand transportation funding to include Uber/Lyft rides and gas vouchers for eligible clients. Helen Turner seconded the motion.*

#### Education/Advocacy Needs:

*After a brief discussion regarding legislation, that planning council members are prohibited from getting involved in advocacy groups. The committee agreed to disregard.*

#### Evaluation/Effectiveness Needs:

- Pg. 7 Take a deep dive into analyzing the entire system of care.
- Pg. 8 Plan more time for contracting the next needs assessment.
- Pg. 17 Key finding: HIV mortality rates for Black PLWH in the Dallas service area are over 5 times the rate for non-Hispanics white PLWH. Identify reasons for higher death rate and address them.

The committee members discussed assistant the Executive Committee with recruitment for the RWPC.

**Motion:** Karin Petties motioned to support the Executive Committee to specifically look at a concentrated effort, collectively with to identify potential recruits. Helen Turner seconded the motion. The motion passed unanimously.

Justin Henry stated the CQM is working with the Evaluation Committee regarding the effectiveness needs.

**Motion:** Karin Petties motioned that the evaluation committee evaluates the effectiveness needs in real time and identifies gaps. Lionel Hillard seconded the motion. The motion passed unanimously.

The committee discussed working in conjunction with the Fast Track Committee to address high rates of mortality for African American persons living with HIV in the Dallas EMA and identify reasons for this, and then identifying needs. Jacobi Hunter-Wright volunteered to be the liaison for the needs assessment committee.

**Motion:** Karin Petties motioned to work in conjunction with the HIV Task Force. Lionel Hillard seconded the motion. The motion passed unanimously.

**VI. New Business:** Annie Sawyer-Williams reviewed the Needs Assessment and RWPC membership reflectiveness.

**VII. Adjournment:** Lionel Hillard motioned to adjourn. Karin Petties seconded the motion. The motion passed unanimously.

The meeting ended at 3:53 p.m.

*Submitted by:*

\_\_\_\_\_  
Annie Sawyer-Williams, Coordinator

\_\_\_\_\_  
Date

*Draft Certified by:*

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

\_\_\_\_\_  
Date

*Final Approval by:*

\_\_\_\_\_  
**Christopher Webb, Chair**  
**Karin Petties, Vice Chair**

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

**NEXT SCHEDULED MEETING**

Tuesday, May 19, 2020 2:00 PM  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX

# PLANNING AND PRIORITIES (P&P) COMMITTEE

April 15, 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	Venton C. Hill-Jones
Helen Zimba		

### COUNCIL MEMBERS ABSENT

Woldu Ameneshoa	Robert McGee II	Christopher Webb
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	Angi Jones, Quality Assurance Advisor

### OTHERS PRESENT

Dr. David Woody, The Bridge	Miranda Grant, AIN	Joni Wysocki, AIN
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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:**
  - a. Glenda Blackmon-Johnson announced the Office of Support is currently working on the Health Resources and Services Administration (HRSA) 2019-2020 Annual Reporting. The Administrative Agency has also received the second Notice of Grant Award.
  - b. Wanda Scott announced the Administrative Agency has received the second Notice of Award - Part A Formula, Supplemental and MAI (Full Award). The award is expected to will go to Commissioner Court for approval.
- IV. **Approval of the March 18, 2020 Minutes:** *John Dornheim made a motioned to accept the Planning & Priorities minutes. Helen Zimba 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.
- VI. **Fast Track Cities Meeting:** Venton Hill-Jones announced the HIV Task Force meets on the second Tuesday, of each month. The HIV Task Force members discussed looking at the next sixty days, to determine what the service gaps are for people living with HIV in communities, impacted by HIV; looking at what are the next steps for HIV planning in Dallas County, and creation of the end of the epidemic plan, and the work of the Fast Track Cities. The next meeting of the HIV Task Planning and Priorities Committee Meeting  
U:\Coordinator-a\~P&P~4.15.2020

Force will take place on Tuesday, May 12<sup>th</sup> at 10:00 a.m. via Zoom.

- VII. **Review of the Priority Setting Process:** Mr. Henry gave the committee an overview of understanding data.

Session Objectives:

- Assess the Planning Council's progress and status in databased decision making.
- Define and use key data-related terms and concepts.
- Access data quality, value, and limitations.
- "Triangulate" different data reports and summaries.
- Identify and appropriately use data needed to set priorities and determine resource allocations.
- Use data for developing directives to the recipient on how best to meet service priorities.
- Use data in reviewing and recommending improvements to the system of HIV care in the EMA/TGA.

Needs Assessment & Needs Assessment Components:

- A systemic process used to collect and analyze information about the number, characteristics, and needs of PLWH in and out of care, identify current resources available to meet those needs and determine unmet needs and service gap.
- Epi Profile of HIV & AIDS cases and trends.
- Estimate & assessment of unmet and undiagnosed- PLWH who know their status but are not in care and PLWH who do not know their status.
- Service needs and barriers for PLWH in & out of care, including those who don't know their status.
- A resource inventory of existing services.
- A profile of provider capacity and capability (availability, accessibility & appropriateness overall and for specific populations)
- Service gaps for those in and out of care, including disparities in access to service for subpopulations.

Assessing and Interpreting Data (Essential planning council member roles):

- Reviewing data from multiple sources.
- Asking questions and questioning data.
- Comparing and weighting data from different sources and studies
- Giving the greatest weight in decision making to the "best data".

Quorum was loss at 10:09 a.m.

Epi Data (Quantitative and Qualitative Data Collected):

- 392 People who completed the survey with the key informant interviews.
- 20 Service providers interview.
- 12 Consumer focus groups.

- VIII. **New Business:** Mr. Lynn announced to the committee the need to have an additional meeting in May and his concern regarding a joint meeting with the Consumer Council Committee.

The meeting was ended at 10:34 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 20, 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

ALLOCATIONS COMMITTEE		
April 27, 2020 Minutes		
Charge: Develop recommendations for distribution of funds among priority goals using all available information regarding community and agency needs, current funding for HIV services, and trend data; develop recommendations for service category allocations. Recommendations for service category allocations will include how best to meet each established priority.		
MEMBERS PRESENT		
Kelly Richter, Chair Buffie Bogue	Lionel Hillard	James Wright, Vice Chair
MEMBERS ABSENT		
Jacobi Hunter-Wright Naomi Green	Phillip Scheldt	James Kleitches
RWPC STAFF PRESENT		
Glenda Blackmon-Johnson, RWPC Program Manager	Justin M. Henry RWPC Planner	Annie Sawyer-Williams RWPC Coordinator
Wanda Scott, Program Monitor	Sonya Hughes	
OTHERS PRESENT		
Joni Wysocki, AIN Shelby C., HSNT	Pam Barnes, HSNT	Melissa Fulgham, PHHS

- I. **Call to Order:** Kelly Richter, Allocations Chair, called the meeting to order at 5:35 p.m.
- II. **Certification of Quorum:** Quorum was established by Justin M. Henry, RWPC Planner, and certified by Kelly Richter.
- III. **Introductions/Announcements:**
  - a. Glenda Blackmon-Johnson announced the Health Resources and Services Administration (HRSA) 2019-2020 Annual Reporting Requirements report is due on May 29<sup>th</sup>.
- IV. **Approval of the March 23, 2020 Minutes:** *Lionel Hillard motioned to accept the Allocations Committee minutes. Buffie Bouge seconded the motion. The motion passed unanimously.*
- V. **Office of Support:** Annie Sawyer-Williams reported on the Allocations Committee membership reflectiveness is currently at 7 members and the RWPC membership reflectiveness is currently at 24 members and 50% of non-aligned members.
- VI. **Part A/MAI/Part B/State Services Expenditure Reports:** Wanda Scott, on behalf of the Administrative Agency, gave the programmatic update of the documents provided.

**Programmatic Update – Overview**

- The Administrative Agency has requested a carry forward for Part A Formula for over \$320,000.

*Part A 2019-2020 Expenditure Report:*

- Currently, the FY 2019 Part A grant is in the 12<sup>th</sup> month of the contract, so the expended YTD% per service category should be close to (100.00%) to be on target.
- Per preliminary expenditure information up to 2/29/2020, 97.09% has been expended.

*Part A 2019 Supplemental Expenditure Report:*

- Currently, the FY 2019 Part A Supplemental grant is in the 12<sup>th</sup> month of the contract, so the expended YTD% per service category should be close to (100.00%) to be on target.

- Per preliminary expenditure information up to 2/29/2020, 94.88% has been expended.

*MAI 2019 Expenditure Report:*

- Currently, the FY 2019 MAI grant is in the 12<sup>th</sup> month of the contract, so the expended YTD% per service category should be close to (100.00%) to be on target.
- Pre preliminary expenditure information up to 2/29/2020, 99.96% has been expended.

*Part B 2020 Expenditure Report:*

- Currently, the award is in the 12<sup>th</sup> month of the contract, so the expended YTD% should be close to (100.00%) to be on target.
- Pre preliminary expenditure information up to 2/29/2020, 75.15% has been expended.

*Part B Supplemental 2020 Expenditure Report:*

- Currently, award is in the 12<sup>th</sup> month of the contract, so the expended YTD% per service category should be close to (100.00%) to be on target.
- Pre preliminary expenditure information up to 3/31/2020, 80.93% has been expended.

*State Services 2020 Expenditure Report:*

- Currently, the award is in the 7<sup>th</sup> month of the contract, so the expended YTD% per service category should be close to (58.33%) to be on target.
- Pre preliminary expenditure information up to 3/31/2020, 35.43% has been expended.

*State Rebate and ADAP 2020 Expenditure Report:*

Currently, the award is in the 7<sup>th</sup> month of a 7 month contract extension, so the expended YTD% per service category should be close to (100.00%) to be on target.

Per preliminary expenditure information up to 3/31/2020, 72.62% has been expended.

- VII. **New COVID-19 CARES Act Grant:** Glenda Blackmon-Johnson gave the committee an overview of HRSA's conference call regarding the CARES Act grant. She explained the template and recommendation that was create for the allocation of the CARES Act grant. Ms. Blackmon-Johnson announced she reached out to other EMA's regarding funding allocation of the grant.

Sonya Hughes announced the Department of State Health Services (DSHS) also received \$1.5 million dollars, and asked sub recipient to request materials that may be needed. The majority of the need has been for personal protective equipment (PPE) or to build a more robust telehealth at each agency. Mrs. Hughes stated the Emergency Financial Assistance (EFA) service category was previously funded for \$50,000 with a medication restriction, since the update of the service delivery guideline which will accompany all the new contracts; that restriction is no longer there. It states that clients can receive emergency assistance or rental, food utility, but have to be documented as an emergency.

The committee had a brief discussion regarding allocating the CARES Act funds and materials needed by the sub recipients. It was suggested to designate a percentage to cover all the PPE. The committee agreed to that 50% would be allocated to EFA, 25%, and 25% allocated for telehealth, telemedicine and PPE.

**Motion:** *Lionel Hillard motioned the Allocations Committee recommend to allocate COVID-19 CARES Act Grand of \$870,865. Buffie Bouge seconded the motion. The motion passed unanimously.*

Ryan White Part A COVID 19 Response				
COVID-19 PREVENT/PREPARE/RESPOND ACTIVITIES	COVID-19 PREPARE ACTIVITIES	COVID-19 PREPARE ACTIVITIES	COVID-19 RESPOND ACTIVITIES	AWARD TOTAL FOR ALLOCATION
Program Term: 04/01/2020-09/30/2021				\$ 870,865.00
Client Education				
COVID-19 TESTING				
COVID19 screening/Testing for Temporary Drive				
COVID19 screening/Testing for Walkup testing				
Laboratory services for RWHAP clients				
Adding providers and other personnel				
Training				
Purchase of vehicles to transport patients				
Purchase of vehicles to transport clinic program personnel				
Supplies - personal protective equipment (decontaminating supplies, etc.)	\$ 217,716.25			
Infection Control Supplies				
Equipment - telehealth equipment			\$ 217,716.25	
Health information technology to support tracking, sharing and reporting capacity				
<b>TOTAL AMOUNT</b>	\$ 217,716.25		\$ 217,716.25	\$ 435,432.50
Emergency Financial Assistance			\$ 435,432.50	\$ 870,865.00
* A limit may need to be established for the amount allowed per client for EFA. Funds allowable up to ~\$1,000 (if funds are available).				

Telehealth: \$217,716.25 (25%)

Personal Protective Equipment: \$217,716.25 (25%)

Emergency Financial Assistance: \$435,432.50 (50%)

Special Instructions:

Up to \$1,000.00 allowed per client based on the availability of funds.

VIII. **New Business:** The committee discussed moving their meeting time to 4:00 p.m.

**Motion:** *James Wright motioned to move the committee meeting time to 4:00 p.m. Lionel Hillard seconded the motion. The motion passed unanimously.*

IX. **Adjournment:** *Lionel Hillard motioned to adjourn. James Wright seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 7:04 p.m.

Submitted by:

\_\_\_\_\_  
Annie Sawyer-Williams, RWPC Coordinator

\_\_\_\_\_  
Date

Draft Certified by:

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

\_\_\_\_\_  
Date

Final Approval by:

\_\_\_\_\_  
Kelly Richter, Chairperson  
James Wright, Vice Chair

\_\_\_\_\_  
Date

#### NEXT SCHEDULED MEETING

May 18, 2020 Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX 75207

**RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA**  
**ALLOCATIONS COMMITTEE RECOMMENDATION**  
**FY 2020 PART A ALLOCATIONS PLAN**  
**Ryan White Executive Committee Review: May 6, 2020**  
**Ryan White Planning Council Approval: May 13, 2020**

**PROJECT TITLE**

Ryan White HIV/AIDS Program Part A COVID19 Response

**NOTICE OF AWARD AUTHORIZATION**

(Legislation/Regulation) Public Health Service Act, Sections 2601-2610, and 2693(b)(2)(A) (42 USC 300ff-11– 00ff-20, and 300ff-121(b)(2)(A)), as amended by the Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 11187)

**BACKGROUND**

This notice of award provides one time funding to support preventing, preparing for, and responding to coronavirus disease 2019 (COVID19), as outlined in the Coronavirus Aid, Relief and Economic Security Act (P.L. 116136). As provided for in Office of Management and Budget Memorandum M2017 *Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID19)*, HRSA authorizes the recipient to incur preaward costs prior to the effective date of a Federal award dating back to January 20, 2020.

As provided for in the OMB Memorandum M2017 *Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID19)*, the recipient is authorized to waive the procurement requirements contained in 45 CFR § 75.328(b) regarding geographical preferences and 45 CFR 75.330 regarding contracting small and minority businesses, women's business enterprises, and labor surplus area firms. This authority is only valid for the period formally declared by the Department of Health and Human Services through the 90 Day Public Health Emergency Declaration (Public Health Emergency Period). Grants are awarded to local governments. In turn, the funds are awarded to providers based on service priorities established by the Planning Council.

According to the Title I Manual: 2602 (b)(4)(C) of the CARE Act (now the Treatment Extension Act) requires planning councils to establish priorities for the allocation of funds within the eligible area, including the use of funding for preventing, preparing for, and responding to COVID19, as needs evolve for clients of Ryan White HIV/AIDS Program (RWHAP) recipients. With the exception of the 75 percent core medical services requirement, all other RWHAP provisions governing use of funds and funding limitations still apply. Funding may support a wide range of inscope (allowable RWHAP) activities including, but not limited to: client education, COVID19 screening, testing for (including temporary drive or walkup testing) and laboratory services for RWHAP clients, adding providers and other personnel, training, purchase of vehicles to transport patients or clinic/program personnel, supplies (e.g., personal protective equipment, infection control supplies), equipment (e.g., telehealth equipment), and health information technology (e.g., technology to support tracking, sharing, and reporting capacity).

As provided for in Office of Management and Budget Memorandum M2017 *Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID19)*, Dallas County is awarded one time funding through the Ryan White Part A Supplemental Appropriations grant. The grant cycle for this funding is from April 1, 2020 through the end of March 31, 2021. The Dallas service delivery area utilizes this grant to fund activities to prevent, prepare and respond to COVID-19 pandemic provided through the guidance of the Ryan White Planning Council of the Dallas Area. The Allocations Committee is charged with making categorical allocation recommendations for these funds.

**Rationale**

In making recommendations for FY 2020-2021, the Allocations Committee allocated the amount available (\$870,865) to the following categories:

Ryan White Part A COVID 19 Response				
COVID-19 PREVENT/PREPARE/RESPOND ACTIVITIES	COVID-19 PREVENT ACTIVITIES	COVID-19 PREPARE ACTIVITIES	COVID-19 RESPOND ACTIVITIES	AWARD TOTAL FOR ALLOCATION
Program Term: 04/01/2020-03/31/2021				\$ 870,865.00
Client Education				
COVID-19 TESTING				
COVID19 screening/Testing for Temporary Drive				
COVID19 screening/Testing for Walkup testing				
laboratory services for RWHAP clients				
Adding providers and other personnel				
Training				
Purchase of vehicles to transport patients				
Purchase of vehicles to transport clinic/program personnel				
Supplies - personal protective equipment (cleaning supplies, etc.)	\$ 217,716.25			
Infection Control Supplies				
Equipment - telehealth equipment			\$ 217,716.25	
Health information technology to support tracking, sharing and reporting capacity				
<b>TOTAL AMOUNT</b>	\$ 217,716.25		\$ 217,716.25	\$ 435,432.50
Emergency Financial Assistance			\$ 435,432.50	\$ 870,865.00
* A limit may need to be established for the amount allowed per client for EFA. Funds allowable up to ~\$1,000 (if funds are available).				

Telehealth: \$217,716.25 (25%)

Personal Protective Equipment: \$217,716.25 (25%)

Emergency Financial Assistance: \$435,432.50 (50%)

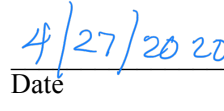
Special Instructions:

Up to \$1,000.00 allowed per client based on the availability of funds.

### Recommendation

Fiscal year 2020 Part A COVID 19 allocation recommendations are based on activities to prevent, prepare and respond. The proposed allocation is recommended to address the anticipated funding needs for the COVID 19 pandemic. The final recommendation for 2020 Part A COVID 19 funds are outlined on the attached spreadsheet. Any additional funding above this range will be held until the need for reallocation.

  
Allocations Chair, Kelly Richter

  
Date

Allocations Vice Chair, James Wright

Date

Executive Chair, John Dornheim

Date

Executive Vice Chair, Auntjuan Wiley

Date

RWPC Chair, John Dornheim

Date

Vice Chair, Auntjuan Wiley

Date

**Statement of Conflict: Conflicted members are those who receive Ryan White Part A funding.**

EVALUATION COMMITTEE April 28, 2020 Minutes		
<b>Charge:</b> Evaluates whether sub recipient services coincide with set service priorities, and evaluates the performance of the Administrative Agency and the Planning Council according to the goals of the Council.		
MEMBERS PRESENT		
Gary Benecke Darius Ahmadi Jonathan Thorne	Del Wilson, Vice Chair Helen E. Turner, CCC Liaison Pamela J. Green RN, Chair	Louise Weston-Ferrill Louvenia Freeman Leonardo Zea
MEMBERS ABSENT		
Phillip Scheldt	LaShaun Shaw	
RWPC STAFF PRESENT		
Glenda Blackmon-Johnson, RWPC Manager	Justin M. Henry, Health Planner	Annie Sawyer-Williams, RWPC Coordinator
GRANTS MANAGEMENT STAFF PRESENT		
Carla Jackson, Program Monitor Oscar Salinas,	Regina Waits,	Angi Jones
OTHERS PRESENT		
Hosea Crowell, AIN	James Wright, RWPC	Joni Wysocki, AIN

- I. **Call to Order:** Pamela Green RN, Evaluation Committee Chair, called the meeting to order at 3:03 p.m.
- II. **Certification of Quorum:** Quorum was established by Justin M. Henry, Ryan White Planning Council (RWPC) Planner, and certified by Pamela Green RN.
- III. **Introductions and Announcements:** N/A.
- IV. **Approval of March 24, 2020 Minutes:** *Del Wilson motioned to approve the March 24, 2020 minutes. Leonardo Zea seconded the motion. The motion passed unanimously.*
- V. **Office of Support Report:** Glenda Blackmon-Johnson reported the Evaluation Committee membership reflectiveness is at 11 members and the RWPC membership reflectiveness is at 24 members.
- VI. **Template for Outcome Evaluation Model:** Pam Green, RN stated the committee will discuss building a template that would be an evaluation model for outcome and collaborating with the CQM department. The committee members shared their homework assignment, regarding how to improve some of the client's outcomes.
  - How can we get people to move on away from housing subsidy, without all the expensive supportive services that's funded by Ryan White.
  - How do we help people along the continuum of achieving real life stability in areas like mental health and physical health adherence and functionality, moving away from a life of substance misuse and generally just making better decisions that will allow them to reenter mainstream society.

- How many populations are newly diagnosed that have been coming to our agency regarding medical care, housing or any other support services. How many of those have been retained in those services.
- The importance of data unmet needs, surface gaps, availability of services, geographic disparities, which with that peer support and then act on vulnerable populations.

Ms. Green stated she wanted to make some action items, so the committee could move forward. She referenced the 2018 HIV Statistic Report regarding late diagnosis and five new zip codes and the 2019 Needs Assessment report.

**VII. Oscar Salinas Clinical Quality Management Presentation:** Justin Henry gave an overview of how the framework can be developed to establish a model for evaluating outcomes. He stated working the CQM department can help develop that baseline of information available based on the data available and develop a working model to determine if clients are reaching viral suppression. Dr. Salinas explained it is difficult to determine how many people actually got tested, because there is only the ARIES reporting the data. Oscar Salinas and Justin Henry reviewed the Service Utilization vs. Viral Suppression: A Model to Evaluate Effectiveness Service Categories. The committee had a discussion regarding the model. Mrs. Jones explained that the CQM department is working with a consultant to obtain data from providers other than Ryan White providers. Ms. Blackmon-Johnson suggested to the committee to review the Ending the Epidemic document, and the Community Health Needs Assessment (CHNA) for the geographical map that outlines the referenced zip codes. The baseline is already established regarding the zip codes. And, evaluate how to get the services to the people in order to get to viral suppression. The committee had a lengthy discussion regarding gathering data and viral suppression. They agreed to continue using the Service Utilization vs. Viral Suppression model that was presented.

**VIII. New Business:** Glenda Blackmon-Johnson announced Dallas County awarded the COVID-19 CARES Act Grant and the Allocations Committee met and made recommendations.

**Motion:** *Del Wilson motioned to accept the Administrative Agency response to the FY 2018 Recommendation. Leonardo Zea seconded the motion. The motion passed unanimously.*

**IX. Adjournment:** *Leonardo Zea motioned to adjourn. Del Wilson seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 4:53 p.m.

*Submitted by:*

\_\_\_\_\_  
Annie Sawyer-Williams, RWPC Coordinator

\_\_\_\_\_  
Date

*Draft Certified by:*

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

\_\_\_\_\_  
Date

*Final Approval by:*

\_\_\_\_\_  
**Pamela Green RN, Chairperson or  
Del Wilson, Vice-Chairperson**

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

NEXT SCHEDULED MEETING

Tuesday, May 26, 2020 3:00 PM  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX 75207

Administrative Agency's Response to FY 2018 Recommendation:

- The Administrative Agency should maintain formal communication efforts with grant sub-recipients regarding important dates, deliverables, processes, and timelines for each grant cycle -*A divisional email account was created in August 2018 to send important information to stakeholders.*
- The Administrative Agency should provide an updated flowchart illustrating how the Purchasing Department's activities in the procurement process coordinate with the AA's procurement activities – *Please see attached contracting timeline, 2019 RFP flow chart will be updated for next EAM.*
- The Administrative Agency should provide periodic updates on new and upcoming technical assistance seminars and federal initiatives to RW subrecipients - *A divisional email account was created in August 2018 to send important information to stakeholders, TA notices have been disseminated at a minimum annually.*
- The Administrative Agency should incorporate quality control measures to ensure the veracity of information on websites/resources used during the bidding process – *The AA worked with purchasing and a consultant to ensure accurate information was posted for 2019 RFP.*
- Upon advertisement of the formal Invitation for Bid (IFB), ensure that all registered subrecipients have access to all applicable guidance documents. *This information was sent out to stakeholders in August 2019 from the divisional email account.*
- The Administrative Agency should provide an updated division organizational chart. *An attachment was provided.*
- Provide clarity on the reporting structure of the planning council staff within the department. Per the findings from the HRSA site visit in March of 2018, PC support staff should ideally report to an entity other than the recipient program director in order avoid the perception of conflicts of interest and to clearly delineate the roles and responsibilities of each party. *This was addressed in the restructure, PC Manager reports to Dr. Huang, DCHHS Director.*

## CONSUMER COUNCIL COMMITTEE MEETING

April 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	Sattriona Nyachwaya, FT Liaison	Robert L. McGee II
Linda Freeman	Donna Wilson, Vice Chair	Lionel Hillard
Helen E. Turner	Helen Zimba	Jamie Collins
Julie Jackson	John Dornheim	David C. Becker

### MEMBERS ABSENT

Jonnita L. Brown	Alexander Deets	Ricky Tyler
Julie Wilson Caldwell		

### COUNCIL STAFF PRESENT

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

### GRANTS MANAGEMENT STAFF PRESENT

Carla Jackson, Program Monitor	David Kim, Program Monitor	Oscar Salinas
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### OTHERS PRESENT

Justin Vander, PHNTX	Jonathan Thorne, Volunteer	Lauren Donnell
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- I. **Call to Order:** Auntjuan Wiley, Chair, called the meeting to order at 12:27 p.m.
- II. **Certification of Quorum:** Quorum was not established and certified by Annie Sawyer-Williams, RWPC Coordinator, and certified by Auntjuan Wiley.
- III. **Introductions/Announcements:**
  - a. Justin Vander announced Prism Health North Texas are conducting STI's appointments; the clinics are open for those who are newly diagnosed and need to reconnect to care, and telehealth appointments are available.
  - b. Helen Turner announced there is a resource list circulating for at risk people and those in need of assistance.
  - c. Donna Wilson announced the Afiya Center hosted a virtual town hall meeting titled "Let Us Live", regarding the release of inmates due to COVID-19.
- IV. **Approval of March 26, 2020 Minutes:** *Lionel Hillard motioned to approve the March 26, 2020 minutes. Helen Turner seconded the motion. The motion passed unanimously*
- V. **Office of Support:** Annie Sawyer-Williams reported Consumer Council Committee reflectiveness is at 16 members and the RWPC membership reflectiveness is at 24 members.
- VI. **Committee Liaison Report:**
  - a. **Allocations Committee:** Lionel Hillard announced the committee is scheduled to meet on 4.27.20.
  - b. **Planning & Priorities Committee:** Justin Henry reported the committee met on April 15, 2020 and quorum was established. The committee reviewed the Epidemiologic section of the Needs Assessment report. The committee received a review of the Priority Setting process.
  - c. **Evaluation Committee:** Helen Turner announced the committee is scheduled to meet on 4.28.20.

d. **Needs Assessment Committee:** Donna Wilson reported the committee met on April 21<sup>st</sup>, and quorum was established. The majority of the meeting was debriefing the 2019 Ryan White Needs Assessment final report. Some of the discussions consist of prevention needs, transgender needs, system and psychosocial barriers to care, linkage to care concerns, and retention in care concerns. The committee made several recommendations and motions.

e. **Dallas HIV Task Force/Fast Track:** Helen Turner reported the HIV Task Force meets on the second Tuesday, of the month. The HIV Task Force members discussed looking at the next sixty days, to determine what the service gaps are for people living with HIV in communities, impacted by HIV; looking at what are the next steps for HIV planning in Dallas County, and creation of the end of the epidemic plan, and the work of the fast track cities. The next meeting of the HIV Task Force will take place on Tuesday, May 12<sup>th</sup> at 10:00 a.m. via Zoom.

VII. **Consumer Council Committee Outreach Education Project:** Mr. Wiley asked members to reach out to the target emergency rooms and begin a conversation regarding information or education; and to identify new ER locations.

VIII. **CCC Forum Planning:** Mr. Wiley announced James Berglund reached out to the committees regarding forums and presentations. Mr. Wiley will contact Mr. Berglund and RW support staff regarding a forum using this platform. He will notify the committee with the details.

IX. **CCC Community Events Involvement:** None to announce.

X. **Priority Setting Process:** Justin Henry discussed the joint training with the P&P and regarding the Priority Setting process. The committee had a brief discussion regarding the joint meeting on May 20<sup>th</sup> at 9:00 am.

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

XII. **Adjournment:** Donna Wilson motioned to adjourn. Lionel Hillard seconded the motion. The motion passed unanimously.

The meeting ended at 1:00 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, May 28, 2020 12:00 PM  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX

# RWPC Members

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

<b>21. Pamela J. Green</b>	<a href="mailto:Pamelajgreenrn@sbcglobal.net">Pamelajgreenrn@sbcglobal.net</a>
<b>22. Helen Zimba</b>	<a href="mailto:Hzimba.theafiyacenter@gmail.com">Hzimba.theafiyacenter@gmail.com</a>
<b>23. Laticcia M. Riggins</b>	<a href="mailto:Laticcia.riggins@dshs.texas.gov">Laticcia.riggins@dshs.texas.gov</a>
<b>24. Jacobi Hunter-Wright</b>	<a href="mailto:Jhunter-wright@aboundingprosperity.org">Jhunter-wright@aboundingprosperity.org</a>

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

<p align="center"><b><u>AIDS Healthcare Foundation</u></b></p> <p><b>Texas Regional Director: Bret Camp</b>  <a href="#">7777 Forest Lane B-122</a>  <a href="#">Dallas, Texas 75230</a>  <a href="#">Bret.Camp@aidshealth.org</a>  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  <a href="#">charity.chandler@aidshealth.org</a>  Office: 323-860-5384  Cell: 310-882-9462</p> <p>Contracts Manager  Shibu K. Sam  7777 Forest Ln, Ste B122  Dallas, Texas 75230  <a href="#">shibu.sam@aidshealth.org</a>  Office: 972-383-1060 Ext 2166  Cell: 972-523-3113</p>	<p align="center"><b><u>Access Information Network</u></b></p> <p><b>ED: Steven Pace</b>  <a href="#">Steven@AINDallas.org</a></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"><b><u>AIDS Services of Dallas</u></b></p> <p><b>ED: Trasewell Livingston III</b>  <a href="#">tlivingston@aidsdallas.org</a></p> <p>CFO: Bernie Keasler x 110  <a href="#">bkeasler@aidsdallas.org</a></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"><b><u>Callie Clinic -Your Health Clinic</u></b></p> <p><b>ED: Gwynne Palmore</b>  <a href="#">gwynne.palmore@gmail.com</a></p> <p>CFO: Bob Stoolfire  <a href="#">bobstoolfire@gmail.com</a></p> <p>Clinical Administrator:  Glenn Moreland  <a href="#">rglenm@yahoo.com</a></p> <p>Compliance Officer  Norma Piel-Brown  <a href="#">norma.pielbrown@callieclinic.org</a>  1521 Baker Road  Sherman, Texas 75090  Office: 903-891-1972  Fax: 903-892-6093</p>	<p align="center"><b><u>Dls Co. Hospital District - Parkland</u></b></p> <p><b>Director -HIV-Grant Programs - Crystal Curtis</b>  <a href="#">CRYSTAL.CURTIS@phhs.org</a></p> <p>Grant Financial Analysis Manager:  Vacant</p> <p>SVP Jessica Hernandez  <a href="#">Jessica.hernandez@phhs.org</a></p> <p>Program Manager: Kellie Norcott  <a href="#">KELLIE.NORCOTT@phhs.org</a></p> <p>Director of Grants Management: Shelia Fisher  214-590-7996 / <a href="#">Shelia.Fisher@phhs.org</a></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"><b><u>Dallas Legal Hospice</u></b></p> <p><b>ED: Tony Lokash</b>  <a href="#">tony@legalthospice.org</a></p> <p>Legal Director: Joel Lazarine  <a href="#">joel@legalthospice.org</a></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"><b><u>Dental Health Programs, Inc. dba</u></b> <b><u>Community Dental Care</u></b></p> <p>Director of Operations/ED: Dorothy Jones  <a href="#">Diones@communitydentalcare.org</a></p> <p>Grants Programs: Johnathon Bingham  <a href="#">jbingham@communitydentalcare.org</a></p> <p>Grant Reporting: Cassie McGowan  <a href="#">CMcGowan@communitydentalcare.org</a></p> <p>3910 Gaston Ave,  <a href="#">Dallas, Texas 75246</a>  Office: 214-736-0493  Cell: 469-387-7700  Fax: 214-515-5516</p>	<p align="center"><b><u>Health Services of N. Tx, Inc.</u></b></p> <p><b>CEO: Doreen Rue x 3001</b>  <a href="#">drue@healthntx.org</a></p> <p>COO: Debra Layman x 53-3020  <a href="#">dlayman@healthntx.org</a></p> <p>CFO: Pam Barnes x 3015  <a href="#">pbarnes@healthntx.org</a></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"><b><u>Legacy Counseling Center, Inc.</u></b></p> <p><b>ED: Melissa Grove x 302</b>  <a href="#">melissa@legacycounseling.org</a></p> <p>Program Director: Vacant</p> <p>Finance: MerriGay Fitz  <a href="#">mfritz0913@hotmail.com</a></p> <p>Office Manager: Tammy McCormack x 300  <a href="#">tammy@legacycounseling.org</a></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"><b><u>Open Arms, Inc./Bryan's House</u></b></p> <p><b>ED: Abigail Erickson</b>  <a href="#">aerickson@bryanshouse.org</a></p> <p>Finance: Linda White  <a href="#">lwhite@bryanshouse.org</a></p> <p>Admin: Yessenia Ramirez x 149  <a href="#">yramirez@bryanshouse.org</a></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"><b><u>Prism Health North Texas</u></b></p> <p><b>ED: John T. Carlo M.D.</b>  <a href="#">john.carlo@prismntx.org</a></p> <p>CFO: Gilbert Kouame x 312  <a href="#">Gilbert.Kouame@prismntx.org</a></p> <p>Accounting Manager: Sherrie Jackson  <a href="#">Sherrie.Jackson@prismntx.org</a></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"><b><u>Resource Center of Dallas</u></b></p> <p><b>CEO: Cecelia Cox</b>  <a href="#">ccox@myresourcecenter.org</a></p> <p>COO: Marisa Elliott  <a href="#">melliott@myresourcecenter.org</a></p> <p>CFO: Dave Hesse 214- 540-4428  <a href="#">dhesse@myresourcecenter.org</a></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"><b><u>Callie Clinic -Your Health Clinic</u></b></p> <p><b>ED: Gwynne Palmore</b>  <a href="#">gwynne.palmore@gmail.com</a></p> <p>CFO: Bob Stoolfire  <a href="#">bobstoolfire@gmail.com</a></p> <p>Clinical Administrator:  Glenn Moreland  <a href="#">rglenm@yahoo.com</a></p> <p>Compliance Officer  Norma Piel-Brown  <a href="#">norma.pielbrown@callieclinic.org</a>  1521 Baker Road  Sherman, Texas 75090  Office: 903-891-1972  Fax: 903-892-6093</p>		





# MAY 2020

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

**\*\*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.

Fax: 214-819-6023  
E-mail:  
RWPC.RWPC@DallasCounty.org



# June 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.

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

**RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA**  
**ALLOCATIONS COMMITTEE RECOMMENDATION**  
**FY 2020 PART A ALLOCATIONS PLAN**  
**Ryan White Executive Committee Review: May 6, 2020**  
**Ryan White Planning Council Approval: May 13, 2020**

**PROJECT TITLE**

Ryan White HIV/AIDS Program Part A COVID19 Response

**NOTICE OF AWARD AUTHORIZATION**

(Legislation/Regulation) Public Health Service Act, Sections 2601-2610, and 2693(b)(2)(A) (42 USC 300ff-11– 00ff-20, and 300ff-121(b)(2)(A)), as amended by the Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 11187)

**BACKGROUND**

This notice of award provides one time funding to support preventing, preparing for, and responding to coronavirus disease 2019 (COVID19), as outlined in the Coronavirus Aid, Relief and Economic Security Act (P.L. 116136). As provided for in Office of Management and Budget Memorandum M2017 *Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID19)*, HRSA authorizes the recipient to incur preaward costs prior to the effective date of a Federal award dating back to January 20, 2020.

As provided for in the OMB Memorandum M2017 *Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID19)*, the recipient is authorized to waive the procurement requirements contained in 45 CFR § 75.328(b) regarding geographical preferences and 45 CFR 75.330 regarding contracting small and minority businesses, women's business enterprises, and labor surplus area firms. This authority is only valid for the period formally declared by the Department of Health and Human Services through the 90 Day Public Health Emergency Declaration (Public Health Emergency Period). Grants are awarded to local governments. In turn, the funds are awarded to providers based on service priorities established by the Planning Council.

According to the Title I Manual: 2602 (b)(4)(C) of the CARE Act (now the Treatment Extension Act) requires planning councils to establish priorities for the allocation of funds within the eligible area, including the use of funding for preventing, preparing for, and responding to COVID19, as needs evolve for clients of Ryan White HIV/AIDS Program (RWHAP) recipients. With the exception of the 75 percent core medical services requirement, all other RWHAP provisions governing use of funds and funding limitations still apply. Funding may support a wide range of inscope (allowable RWHAP) activities including, but not limited to: client education, COVID19 screening, testing for (including temporary drive or walkup testing) and laboratory services for RWHAP clients, adding providers and other personnel, training, purchase of vehicles to transport patients or clinic/program personnel, supplies (e.g., personal protective equipment, infection control supplies), equipment (e.g., telehealth equipment), and health information technology (e.g., technology to support tracking, sharing, and reporting capacity).

As provided for in Office of Management and Budget Memorandum M2017 *Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID19)*, Dallas County is awarded one time funding through the Ryan White Part A Supplemental Appropriations grant. The grant cycle for this funding is from April 1, 2020 through the end of March 31, 2021. The Dallas service delivery area utilizes this grant to fund activities to prevent, prepare and respond to COVID-19 pandemic provided through the guidance of the Ryan White Planning Council of the Dallas Area. The Allocations Committee is charged with making categorical allocation recommendations for these funds.

**Rationale**

In making recommendations for FY 2020-2021, the Allocations Committee started with:

**[INSERT METHODOLOGY, DATA SOURCES, COLLABORATION DETAILS AS APPLICABLE]**

**Recommendation**

Fiscal year 2020 Part A COVID 19 allocation recommendations are based on activities to prevent, prepare and respond. The proposed allocation is recommended to address the anticipated funding needs for the COVID 19 pandemic. The final recommendation for 2020 Part A COVID 19 funds are outlined on the attached spreadsheet. Any additional funding above this range will be held until the need for reallocation.

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Allocations Chair, Kelly Richter

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Date

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Allocations Vice Chair, James Wright

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Date

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Executive Chair, John Dornheim

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Date

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Executive Vice Chair, Auntjuan Wiley

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Date

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RWPC Chair, John Dornheim

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Date

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Vice Chair, Auntjuan Wiley

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Date

**Statement of Conflict: Conflicted members are those who receive Ryan White Part A funding.**