

**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: Thursday, July 2, 2020

Re: Meeting Announcement

Please note that there will be a:

Ryan White Planning Council Meeting
Wednesday, July 8, 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, July 7, 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, July 8, 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 June 10, 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 Committee (<i>did not meet</i>)c. Planning and Priorities Committeed. Allocations Committee (<i>did not meet</i>)e. Evaluation Committeef. 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 | |
| VIII. | Adjournment | John Dornheim or Auntjuan Wiley |

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

NEXT SCHEDULED MEETING

Wednesday, August 12, 2020 2:00 PM

Will be held via TELE-CONFERENCE

Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

June 10, 2020

Minutes

COUNCIL MEMBERS PRESENT

Auntjuan Wiley, Vice Chair	Lori Davidson	Yolanda Jones
Del Wilson	John Dornheim, Chair	Kelly Richter
Donna Wilson	Leonardo Zea	Robert Lynn
Laticcia M. Riggins	Karin Petties	Robert L. McGee II
Venton C. Hill-Jones	Helen Zimba	Pamela J. Green, RN
Christopher Webb	Jonathan Thorne	

COUNCIL MEMBERS ABSENT

Phillip Scheldt	Jacobi Hunter-Wright	Julie Jackson
James Wright	Korey Willis	Darius Ahmadi
Alexander Deets		

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

Oscar Salinas, Quality Assurance Administrator	Sonya M. Hughes, Assistant Director
Regina Waits, Health Advisor	Carla Jackson, Program Monitor

OTHERS PRESENT

Louise Weston Ferrill, HSNT	Joni Wysocki, AIN Inc.	Hosea Crowell, AIN Inc.
Melissa Grove, Legacy Counseling Center	Monica Tunstle-Garrett, DCHHS	Brittany Barton, Janssen Pharmaceutical
Kellie Norcott, PHHS	Mark Roth, Avita Drugs	Miranda Grant, AIN Inc.
Mark Edgell, Legal Hospice	David Becker, CCC Member	Dwight Harry, ASD
Kevin Chadwin Davis, ASP Cares		

I. **Call to Order:** Ryan White Planning Council Chair, John Dornheim, called the meeting to order and established quorum at 9:01 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. Melissa Grove with Legacy Counseling Center announced the Grace Project Conference is going virtual in the fall. The agency is still doing mental health and substance abuse treatment and clients should continue to call. And, they are doing telehealth, in-person sessions including substance abuse treatment. The home base for the housing program is still operating.

IV. **Office of Support Announcements:** Mr. Dornheim reported.

- 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 members receiving quorum emails, please contact the Office of Support.
- Members and guests, 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 interview 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 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 May 13, 2020 Minutes:** *Robert Lynn motioned to accept the minutes as written. Jonathan Thorne seconded the motion. The motion passed with one abstention.*

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

1. The contracts have been provided through Docu Sign to all the sub-recipient agencies. And, upon the agency signing the contracts, the purchasing department will brief the new contacts in the first court in July.
2. The AA has received the State Services award and will be brief in the first court in July.
3. The programmatic site visit for DSHS concluded.
4. The AA is finalizing the DSHS semi-annual report, as well as the HRSA progress report.

VII. **Committee Reports:**

A. **Executive Committee:** John Dornheim, RWPC Chair, reported the committee met on June 3rd and established quorum. The floor was opened for announced and the Office of Support report. The Executive Committee members discussed rescheduling interviews for two potential candidates for membership.

B. **Needs Assessment Committee:** Christopher Webb, Chair, reported the committee met on May 19th and established quorum. The committee reviewed the 2019 prevention needs and outlined the services provided by the service providers who are receiving prevention funds in the Dallas EMA. The committee discussed collaborating with the transgender community, and African American Women. They discussed stigma messaging, and social media regarding collecting data in community and now the new look of stigma being associated with COVID-19. The committee discussed the Houston EMA regarding their Project (Learning, Empowerment, Advocacy, and Participation) LEAP program. The Project LEAP curriculum addresses stigma. The committee discussed partnering with the Consumer Council Committee to have ongoing consumer training and conduction forums.

C. **Planning & Priorities Committee:** Robert Lynn, Chair, reported the committee met twice in May and established quorum. The floor was opened for announcements and the Office of Support reports. The committee received an update regarding the HIV Dallas Task Force and Fast Track Cities meetings.

The committee was given a presentation by Mr. Henry to discuss the priority setting process and reviewed the Core Medical Services for Ambulatory/Outpatient, Oral Health Care, and Medical Case Management. The committee discussed having an additional meeting to complete the process.

D. **Allocations Committee:** Kelly Richter, Chair, reported the committee met on May 18th 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.

E. **Evaluation Committee:** Pamela Green, RN, Chair reported the committee met on May 26th and established quorum. The floor was opened for announcements and Office of Support reports. The committee is working toward developing an outcome evaluation model that will focus on viral suppression. The committee is actively reviewing the 2018 HIV Statistic Report. And, to consider the effects of COVID-19 for viral suppression in the model, as well as looking at specific zip code data and some variables of outcome effectiveness from clients and client satisfaction.

F. **Consumer Council Committee:** Auntjuan Wiley, Chair, reported the committee met on May 28th and quorum was not established. The floor was opened for announcements and Office of Support reports. Committee reports were given and the committee discussed the CCC Outreach Education Project which is on-going virtually. The committee discussed forum planning and is considering the option of

coordinating with James Berglund to create a teleconference forum. The committee received a presentation from Mr. Henry regarding the Priority Setting Process. The next CCC meeting members will receive a full training of the Priority Setting Process on June 25th from 12-2 P.M.

Mr. Wiley announced the return of the National Strength Conference for men living with HIV on November 4-8, 2020.

VIII. New Business: Review of the FY 2021 Priority Setting & Resource Allocations Process: Justin M. Henry.

Background:

For this planning process, members of the Allocations, Planning and Priorities (PPP), and the Consumer Council Committees (CCC) will each receive this guide, which is updated to reflect current trends in the consumer population and changes in policy that would affect the way the Ryan White Planning Council (RWPC) prioritizes services and allocates resources in the Dallas Planning Area (DPA). The guide is organized to outline specific data needed to complete the priority setting and resource allocation process. For this planning year, multiple data sources are used for decision-making. The criteria were as follows:

- 2019 Comprehensive HIV Needs Assessment
- Client utilization data from ARIES
- FY 2019 expenditure data

Things to Remember:

- There is no one right way to set priorities.
- Emphasis must be on sound practice rather than merely meeting legislative requirements.
- Priority setting and resource allocation is the responsibility of the whole planning body.

Dallas Planning Area:

The Ryan White Planning Council of the Dallas Area (RWPC) is responsible for HIV service planning for the:

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

Client Utilization:

- One of the criteria used in the priority setting and resource allocations process.
- Data can be analyzed in a variety of ways,
- Data can be affected by several factors.

Expenditures:

- Fiscal Year Data-Expenditures and Allocations for Part A & MAI, Part B and State Services, and State Rebate.

IX. Adjournment: *Auntjuan Wiley motioned to adjourn. Robert Lynn seconded the motion.*

The motion passed unanimously. The meeting was adjourned at 9:38 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, July 8, 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**July 1, 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
Pamela Green, RN, Evaluation Chair
Auntjuan Wiley, RWPC Vice-Chair, CCC Chair

Karin Petties, Needs Assessment, Vice Chair
Christopher Webb, Needs Assessment, Chair
James Wright, Allocations Vice-Chair

MEMBERS ABSENT

Donna Wilson, CCC Vice-Chair
Del Wilson, Evaluation Vice-Chair

Kelly Richter, Allocations Chair

John Dornheim, RWPC, Chair

RWPC STAFF PRESENT

Annie Sawyer-Williams, RWPC Coordinator
Glenda Blackmon-Johnson, RWPC Manager

Justin M. Henry, RWPC Planner

GRANTS MANAGEMENT STAFF PRESENT

Sonya Hughes, Grants Director

OTHERS PRESENT

Hosea Crowell, AIN Inc.

Joni Wysocki, AIN Inc.

Miranda Grant, AIN Inc.

Crystal Curtis, PHHS

- I. **Call to Order:** John Dornheim, Chair called the meeting to order at 2:08 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, and certified by Annie Sawyer-Williams, RWPC Coordinator.
- III. **Introductions/Announcements:** Christopher Webb announced the Dallas County Emergency Housing Assistance Program (EHAP) for those needing assistance with mortgage, rental, and utility bill due to COVID-19. Candidates must reside outside the city of Dallas but within Dallas County. Interested candidates may apply at www.dallascounty.org/ehap.
- IV. **Approval of June 3, 2020 Minutes:** *Robert Lynn motioned to accept the minutes as written. Karen Petties seconded the motion. The motion passed with one abstention.*
- V. **Office of Support:** Annie Sawyer-Williams reported the RWPC seats 24 members currently; that 50% or non-aligned.

Mrs. Sawyer-Williams announced the office of support will have rescheduled interviews for the two potential candidates for the second time and still there was no response. The committee had a brief discussion regarding the candidates.
- VI. **Leadership Report:** N/A.
- VII. **Administrative Agency Report:** Sonya Hughes announced the COVID-19 amendments have been scheduled for a briefing on July 7th, and each agency will be notified of the approval, and budgets will be requested. The new contractors meeting is scheduled for Friday, July 19th at 1 p.m.
- VIII. **Committee Reports:**
 - a. **Planning & Priorities:** Robert Lynn, Chair, reported the committee met twice in June and established quorum. The floor was opened for announcements and the Office of Support reports. The committee

received an update regarding the HIV Dallas Task Force and Fast Track Cities meetings. The committee was given a presentation by Mr. Henry to discuss the Priority Setting Process and reviewed the Core Medical and Supportive Services and reviewed the datasheets. The committee discussed having an additional meeting to complete the process.

The executive members discussed different ways to reach members to participate in the PRSA process.

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

c. **Consumer Council Committee:** Auntjuan Wiley, Chair, reported the committee met on June 25th, and established quorum. The floor was opened for announcements. The committee received a presentation from Justin M. Henry, RWPC Planner regarding the Core and Supportive Services for the PRSA process.

d. **Evaluation Committee:** Pamela Green RN, Chair, reported the committee met on June 23rd, and established quorum. The floor was opened for announcements and Office of Support reports. The committee process and was presented the committee discussed the evaluation model and agreed to proceed with a consumer questionnaire. The committee members agreed at the next committee meeting they will discuss questions from several agencies client surveys. The committee goal is to have the questionnaire completed by September or October.

e. **Needs Assessment Committee:** Committee did not meet.

IX. **Approval of the July 8, 2020, RWPC Agenda:** *Pam Green, Rn made a motion to approve the July 8, 2020 RWPC meeting agenda. Karin Petties seconded the motion. The motion passed with one abstention.*

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

XI. **Adjournment:** *Karin Petties made a motion to adjourn. Pam Green, RN the motion. The motion passed unanimously.*

The meeting was adjourned at 2:53 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, August 5, 2020 @ 2:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

PLANNING AND PRIORITIES (P&P) COMMITTEE

June 17, 2020

Minutes

Charge: To oversee the development and implementation of a process to identify needs and barriers, keep the assessment of needs current, and develop a comprehensive plan to implement the priority goals of the Planning Council.

COUNCIL MEMBERS PRESENT

Robert Lynn, Chair	John Dornheim	Christopher Webb
Helen Zimba	Robert McGee II	Korey Willis
Lori Davidson		

COUNCIL MEMBERS ABSENT

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

RWPC STAFF PRESENT

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

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

Hosea Crowell, AIN Inc.	Joni Wysocki, AIN Inc.	Miranda Grant, AIN Inc.
Kellie Norcott, PHHS		

- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting to order at 9:01 a.m.
- II. **Certification of Quorum:** Quorum was established by Justin Henry, RWPC Planner, and certified by Robert Lynn.
- III. **Introductions/Announcements:** N/A.

GoToMeeting-Housekeeping rules:
 - *Mute volume unless speaking*
 - *Vote in the chatbox for recording keeping*
 - *Identify yourself before speaking*
- IV. **Approval of the May 27, 2020 Minutes:** *John Dornheim motion to accept the Planning & Priorities minutes. Helen Zimba seconded the motion. The motion passed one abstention.*
- V. **Office of Support Report:** Annie Sawyer-Williams reported on the Planning & Priorities Committee membership reflectiveness is currently at 11 members and the RWPC is at 24 members. Mrs. Sawyer-Williams announced an applicant has applied for the P&P Vice-Chair and is awaiting approval from the Judge's office.

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

- VII. **Review of the Priority Setting Process:** Mr. Henry gave the committee an overview of the Fiscal Year 2021 Priority Setting and Resource Allocations process. For the planning process, members of the Allocations, Planning & Priorities (P&P), and the Consumer Council Committee (CCC) will each receive the guide, which is updated to reflect current trends in the consumer population and changes in policy that would affect the way the Ryan White Planning (RWPC) priorities services and allocates resources in the Dallas Planning Area (DPA).

The committee reviewed the Core Medical Services for AIDS Pharmaceutical Assistance, Health Insurance Premium, Early Intervention Services, Mental Health Services, and Substance Abuse and discussed the Datasheets for the PSRA process which consists of:

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

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

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

The meeting was ended at 10:35 a.m.

Submitted by:

Annie Sawyer-Williams, Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Robert Lynn, Chair
Vacant, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, June 24, 2020, 9:00 a.m.
GoToMeeting Conference
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX

PLANNING AND PRIORITIES (P&P) COMMITTEE

June 24, 2020

Minutes

Charge: To oversee the development and implementation of a process to identify needs and barriers, keep the assessment of needs current, and develop a comprehensive plan to implement the priority goals of the Planning Council.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

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

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

OTHERS PRESENT

Hosea Crowell, AIN Inc.,	Joni Wysocki, AIN Inc.	Miranda Grant, AIN Inc.
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- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting to order at 9:02 a.m.
- II. **Certification of Quorum:** Quorum was established by Justin Henry, RWPC Planner, and certified by Robert Lynn.
- III. **Introductions/Announcements:** N/A.
- IV. **Review of the Priority Setting Process:** Mr. Henry gave the committee an overview of the Fiscal Year 2021 Priority Setting and Resource Allocations process. For the planning process, members of the Allocations, Planning & Priorities (P&P), and the Consumer Council Committee (CCC) will each receive the guide, which is updated to reflect current trends in the consumer population and changes in policy that would affect the way the Ryan White Planning (RWPC) priorities services and allocates resources in the Dallas Planning Area (DPA).

The committee reviewed the Supportive Services for Food Bank, Non-Medical Case Management, and Medical Transportation and discussed the Datasheets for the PSRA process which consists of:

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

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

VI. **Adjournment:** *John Dornheim motioned to adjourn. Robert McGee seconded the motion. The motion passed unanimously.*

The meeting was ended at 10:21 a.m.

Submitted by:

Annie Sawyer-Williams, Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Robert Lynn, Chair
Vacant, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, July 15, 2020, 9:00 a.m.
GoToMeeting Conference
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX

EVALUATION COMMITTEE June 23, 2020 Minutes		
Charge: 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 Jonathan Thorne LaShaun Shaw	Del Wilson, Vice Chair Helen E. Turner, CCC Liaison Pamela J. Green RN, Chair	Louise Weston-Ferrill Louvenia Freeman
MEMBERS ABSENT		
Phillip Scheldt	Darius Ahmadi	Leonardo Zea
RWPC STAFF PRESENT		
Annie Sawyer-Williams, RWPC Coordinator	Justin M. Henry, Health Planner	
GRANTS MANAGEMENT STAFF PRESENT		
Oscar Salinas, Quality Assurance Administrator		
OTHERS PRESENT		
Miranda Grant, AIN	V. Cesar	

- I. **Call to Order:** Pamela Green RN, Evaluation Committee Chair, called the meeting to order at 3:08 p.m.
- II. **Certification of Quorum:** Quorum was established at 3:18 p.m. 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 May 26, 2020 Minutes:** *Helen Turner motioned to approve the April 28, 2020 minutes. Gary Benecke seconded the motion. The motion passed with one abstention.*
- V. **Office of Support Report:** Annie Sawyer-Williams reported the Evaluation Committee membership reflectiveness is at 11 members and the RWPC membership reflectiveness is at 24 members with 50% non-aligned members.

Justin M. Henry announced the HRSA Notice of Funding Opportunity is available and is due October 7, 2020.

- VI. **Next steps for the Outcome Evaluation Model:** The committee discussed moving the outcome evaluation model into a different direction which is to create a survey or questionnaire of HIV services. The committee will create a tool and pilot with the RWPC to become a component of the evaluation model.
Mr. Henry presented information to the committee regarding data collection that may be used. As, it was mention for the process something like a questionnaire, customer satisfaction survey, or even interviews and focus groups might be something that can be considered in the evaluation process of RW services. The committee had a brief discussion regarding the information presented by Mr. Henry. It was suggested to utilize the needs assessment report in regards to evaluating to give the committee an idea of what area(s) need to be improved. The committee discussed in the COVID-19 pandemic the challenges clients are having updating documents to see their physician. Ms. Green assigned the committee homework to reach

out to their organizations/agencies to acquire questions from their annual client survey and what are the five priority areas for a consumer satisfaction survey would be.

VII. New Business: N/A.

VIII. Adjournment: *Helen Turner motioned to adjourn. Gary Benecke seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 4:02 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, July 28, 2020 3:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

CONSUMER COUNCIL COMMITTEE MEETING

June 25, 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
Helen E. Turner
Jonnita L. Brown
Alexander Deets

Sattriona Nyachwaya, FT Liaison
David C. Becker
Julie Jackson

Robert L. McGee II
Julie Wilson Caldwell
John Dornheim

MEMBERS ABSENT

Helen Zimba
Linda Freeman

Donna Wilson, Vice Chair
Ricky Tyler

Lionel Hillard
Jamie Collins

COUNCIL STAFF PRESENT

Annie Sawyer-Williams, RWPC Coordinator

Justin Henry, RWPC Planner

GRANTS MANAGEMENT STAFF PRESENT

Sonya Hughes, Assistant Director

David Kim, Program Monitor

OTHERS PRESENT

Kevin Chadwin Davis, ASP Cares

Mark Edgell, Legal Hospice

Hosea Crowell, AIN Inc.

- I. **Call to Order:** Auntjuan Wiley, Chair, called the meeting to order at 12:12 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:** N/A.
- IV. **Approval of the April 23, 2020 Minutes:** *Helen Turner motioned to accept the minutes as written. John Dornheim seconded the motion.*
- V. **Review of the Priority Setting Process:** Justin M. Henry, RWPC Planner gave the committee an overview of the Fiscal Year 2021 Priority Setting and Resource Allocations process.

Background:

For this planning process, members of the Allocations, Planning and Priorities (PPP), and the Consumer Council Committees (CCC) will each receive this guide, which is updated to reflect current trends in the consumer population and changes in policy that would affect the way the Ryan White Planning Council (RWPC) prioritizes services and allocates resources in the Dallas Planning Area (DPA). The guide is organized to outline specific data needed to complete the priority setting and resource allocation process. For this planning year, multiple data sources are used for decision-making. The criteria were as follows:

- 2019 Comprehensive HIV Needs Assessment
- Client utilization data from ARIES
- FY 2019 expenditure data

Things to Remember:

- There is no one right way to set priorities.
- Emphasis must be on sound practice rather than merely meeting legislative requirements.
- Priority setting and resource allocation is the responsibility of the whole planning body.

Dallas Planning Area:

The Ryan White Planning Council of the Dallas Area (RWPC) is responsible for HIV service planning for the:

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

Client Utilization:

- One of the criteria used in the priority setting and resource allocations process.
- Data can be analyzed in a variety of ways,
- Data can be affected by several factors.

Expenditures:

- Fiscal Year Data-Expenditures and Allocations for Part A & MAI, Part B and State Services, and State Rebate.

For the planning process, members of the Allocations, Planning & Priorities (P&P), and the Consumer Council Committee (CCC) will each receive the guide, which is updated to reflect current trends in the consumer population and changes in policy that would affect the way the Ryan White Planning (RWPC) priorities services and allocates resources in the Dallas Planning Area (DPA). This planning year, multiple data sources are used for decision making. The criteria were as follows:

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

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

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

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

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

The committee reviewed the Core Medical and Supportive Services for AIDS Pharmaceutical Assistance, Health Insurance Premium & Cost Sharing Assistance, Mental Health Services, Substance Abuse Outpatient Care, Early Intervention Services, Food Bank, Non-Medical Case Management, and Medical Transportation, and discussed the Datasheets for the PSRA process which consists of:

- Service Category/HRSA Definition
- Historical Priority Ranking
- Needs Assessment Data
 - Consumer Survey Data
 - Unmet Need Estimates
 - Focus Group Information (problems with access quality)
 - Key Informant and Provider Profiles (Perspectives and Capacity)
- Client Utilization Data

- Fiscal Year Data-Expenditures and Allocations for Part A & MAI, Part B and State Services and State Rebate
- Priority Population Data (Black women, LatinX, MSM, Transgender, and Youth)
- How Best to Meet the Priority

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

VI. New Business: N/A.

Quorum was loss at 1:02 p.m.

The meeting ended at 1:50 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, July 23, 2020 12:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX

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

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 Fraway 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: Vacant</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@prismntx.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>		



July 2020

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

*Due to COVID-19
Until Further Notice
All monthly scheduled meetings will be held via TELE-CONFERENCE, unless otherwise specified.*

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

Dallas County Health & Human Services
2377 N. Stemmons Frwy
Suite 200
Dallas, TX 75207

Fax: 214-819-6023

E-mail:

RWPC.RWPC@DallasCounty.org

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



August 2020

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
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