

**Ryan White Planning Council of the Dallas Area
Office of Support
2377 N. Stemmons Freeway, Suite 200, Dallas, TX 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: February 1, 2023

Re: Meeting Announcement

Please note that there will be a:

Ryan White Planning Council Meeting
Wednesday, February 8, 2023, 9:00 a.m.
Via **Go-to-Meeting Platform**
Dallas County Health and Human Services Building
Dallas, Texas 75207

Attached, please find the meeting packet for your review. **Please review this mailer for details regarding the meeting agenda.** Members, if you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1840 on or before Tuesday, February 7, 2023. Otherwise, we look forward to seeing you at the next meeting.

Please view Ryan White 101 on our social media Like Share Subscribe:
<https://www.facebook.com/Ryan-White-Planning-Council-of-the-Dallas-Planning-Area-702096959854808/>

cc: Philip Huang, MD, MPH, Director
Dallas County Judge's Office
Sonya M. Hughes, Assistant Director
Justin Henry, Grants Manager Programmatic
Wanda Scott, Grants Manager Fiscal
Glenda Blackmon-Johnson, RWPC Support Staff
Carla Jackson, Program Monitor
David Kim, Program Monitor
Vacant, Program Monitor
Jocelyn Rodriguez, Program Monitor
Oscar Salinas, Quality Assurance Administrator
Angela Jones, Quality Assurance Advisor
Regina Waits, Health Advisor
Jasmine Sanders, RWPC Support Staff
Logane Brazile, RWPC Support Staff
Kofi Bissah, ADAP Liaison
Building Security

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

The RWPC envisions a seamless, flexible, and efficient healthcare system dedicated to the wellness and empowerment of Persons Living with HIV/AIDS (PLWHA) in North Texas. The RWPC of the Dallas Area is a collaborative partnership of consumers, volunteers, and providers entrusted with the planning and coordination of healthcare services on behalf of PLWHA in North Texas.

AGENDA

Wednesday, February 8, 2023
9:00 a.m.

- | | |
|--|---------------------------------|
| I. Call to Order | Helen Zimba |
| II. Certification of Quorum | Helen Zimba |
| III. Introduction/Announcements | Helen Zimba |
| IV. Approval of the January 11, 2022, Minutes | Action Item |
| V. Administrative Agency Report | Sonya Hughes, AA Representative |
| • AA Updates | |
| • CQM Updates | CQM Team |
| VI. Committee Meeting Update: | |
| a. Executive Committee | Helen Zimba |
| b. Planning and Priorities Committee | Helen Zimba |
| c. Needs Assessment Committee | Helen Zimba |
| d. Allocations Committee | James Kleitches or Naomi Green |
| e. Evaluation Committee | Helen Zimba |
| f. Consumer Council Committee | Donna Wilson |
| VII. New Business | |
| VIII. Adjournment | Helen Zimba |

**Due to COVID-19
Until Further Notice**
NEXT SCHEDULED MEETING
Wednesday, March 8, 2023, 9:00 AM
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

December 14, 2022, Meeting DNMQ

January 11, 2023, Meeting Minutes

COUNCIL MEMBERS PRESENT		
John Dornheim Chris Walker Lori Davidson Grace Balaoing, Dallas County Dr. Pro Brewer Corey Strickland	Lionel Hillard James Wright Korey Willis Kevin Chadwin Davis Kelly Salinas Terra Ejike	Jonathan Thorne Laticcia Riggins James Kleitches La’Paul Fulsom Sattie Nyachwaya HK Yumo Donna Wilson
COUNCIL MEMBERS ABSENT		
Helen Zimba, Chair Alexander Deets Jonathan Ford	Naomi Green Norma Piel-Brown Nisa Ortiz Courtney Thompson	Derick Felton Dan Nguyen, MD
RWPC STAFF PRESENT		
Glenda Blackmon-Johnson RWPC Manager		Jasmine Sanders, RWPC Planner
DALLAS COUNTY ADMINISTRATION STAFF PRESENT		
Lauren Trimble, Dallas County		
GRANTS MANAGEMENT STAFF PRESENT		
Barbara Kakembo, PM Oscar Salinas, CQM LaShawn Murphy, FT Nariah Webster, PM	Jocelyn Rodriguez, FM Wanda Scott, FGM Barbara Kakembo, PM	Sonya Hughes, AA Kofi Bissah, ADAP Liaison Oscar Salinas, CQI
OTHERS PRESENT		
Joni Wysocki, AIN/AHF Del Wilson, RCD Tammy McCormack, LLC Jammie Shank Yazie Wade	Yolanda Jones, ASD Crystal Curtis, PHHS Erika Hargis, Community Solutions Judy Witzig, Merck Stacy Monroe, HR Barbara Rodgers	Annie Williams, HOPWA Dwight Harry, ASD Nathaniel Holley Katrina Balovlenkov Brittany Barton, HSNT

- I. **Call to Order:** John Dornheim, Vice Chair, called the meeting to order at 9:02 am.

- II. **Certification of Quorum:** Quorum was established by John Dornheim, Vice Chair, and certified by Jasmine Sanders, RWPC Planner.

- III. **Introductions/Announcements:** John Dornheim, Vice Chair, welcomed everyone to the Go to meeting platform and went over housekeeping rules. John welcomed new members to the Planning Council and reported that due to covid-19 & monkeypox concerns, all scheduled meetings for the RWPC and standing committees will continue via teleconference until further notice. John reported that there is still time to submit leadership applications and reported that the FY 2022 Status Neutral Needs Assessment is underway. John provided information on where to go for updates on Covid-19 and Monkeypox vaccines as well as information on Emergency Housing Assistance Program. John reported information for the Dallas County HHS Comprehensive Energy Assistance Program; the RWPC is seeking women of color: Black Women/Transgender/Youth/Hispanic/Indian representation for the Planning Council and currently have the following mandated seats to be filled: representation of recently incarcerated, i.e., Parole Officer, State Medicare/Medicaid; Native Indian Tribe Please visit the Ryan White Planning Council’s website at <https://www.dallascounty.org/departments/rwpc/> to obtain an application for membership.

Office of Support Report: John Dornheim, Vice Chair, reported RWPC membership, 33 seats in total, 28 seats are filled with 5 seats vacant, and 27% of the membership is non-aligned consumers.

Three mandatory seat categories are State Medicare/Medicaid, recently incarcerated, and federally recognized Indian Tribes. The RWC seeks representation of women of Color/Transgender/Youth/Hispanic and Indian tribes. Discussed the standing committee seat status.

1. Allocation Committee (15 seats): 7 members (8 seats open)
2. Evaluation Committee (15 seats): 9 members (6 seats open)
3. Planning & Priorities Committee (15 seats): 7 members (8 seats open)
4. Consumer Council Committee (20 seats): 15 members (5 seats open)
5. Needs Assessment Committee (25 seats): 15 members (11 seats open)

MEMBERSHIP REFLECTIVENESS: At the end of 2021, the State reported that 22,865 People Living with HIV

- The 1st group impacted with the highest numbers is Blacks at 10,111 or 42.00% representation; the RWPC membership consists of 25 people, of whom 14 are Black with representation at 56.00% reflectiveness.
- The 2nd group impacted with the next highest numbers is White at 6,598 or 27% representation; the RWPC membership consists of 25 people, of whom 8 are White with representation at 32.00% reflectiveness.
- The 3rd group impacted with the next highest numbers is Latinx/Hispanic at 5,839 or 27% representation; the RWPC membership consists of 25 people, of whom 3 are Latino/Hispanic with representation at 12.00% reflectiveness.
- The 4th group impacted with the following highest numbers is Asian/ Pacific Islander at 317 or 1% Representation: RWPC membership consists of 26 people, of whom 1 is Asian/ Pacific Islander with representation at 3.84% reflectiveness.

IV. Approval of the November 9, 2022, Minutes: Lionel Hillard motioned to approve the November 9, 2022 Committee meeting minutes. Corey Strickland seconded the motion.

V. Administrative Agency Report: Sonya Hughes, AA, reported on being in the process of completing fiscal program monitoring and preparing for the HRSA monitoring as well as DSHS is completing undergoing fiscal monitoring. Sonya reported on finalizing an RFP for medical benefits management and getting a third party to assist. Kofi Bissah, ADAP, reported on ongoing activities that included ADAP updates and the Understanding Stigma in Dallas County survey for HOPWA clients. Kelly Salinas reported that she is now with Oaklawn Pharmacy and gave insight on copay assistance. Oscar Salinas, CQM manager reported on CQM activities and projects focusing on linkage to care. Jamie Shank, CQM Consultant, reported on CQM activities. Wanda Scott, FGM, reported on the grants management fiscal unit regarding DSHS and HRSA grant awards. Wanda reported on the Dallas EMA unobligated and carryover funds as well as submitting application renewals.

Wanda Scott provided the **Administration Agency’s Fiscal Updates :**

1. The Grants Management Division Ryan White HRSA Site Visit is scheduled for April 17-21, 2023.
2. Program & Fiscal Monitors are conducting the FY2022 Virtual Site visit within the EMA and HSDA agencies.

Fiscal Reports”

1. Expenditure Report:
Award Amount: HRSA & DSHS.

Part A Formula, Supplemental, MAI, and Carryover (Formula & MAI)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$20,227,483.00	\$14,831,039.13	73%	\$5,396,443.87	27%

	TOTAL	Expense	%	Balance	%
	AWARD				
Part B/State R	\$4,671,673.00	\$2,556,376.00	55%	\$2,115,297.00	45%
State Services	\$1,457,610.00	\$297,556.00	21%	\$1,160,054.00	79%

2. December 29, 2022, Dallas EMA Unobligated and Carryover estimates were accepted in the HRSA EHB platform. The reporting requirement was due by December 31, 2022.
3. December 9, 2022, Dallas Administrative Agency submitted the Part B/State Rebate renewal application to DSHS. The FY2023-2024 awards, once approved by DSHS and Commissioners Court, are as follows.

Grant Name	FY23 Award	FY22 Award	+/- Variance	Changes
Part B	\$3,111,697.00	\$3,207,218.00	-95,521.00	
State Rebate	\$ 588,511.00	\$1,464,455.00	N/A	Prorated 5 months
State Services	\$1,391,911.00	\$1,457,610.00	- 65,699.00	
State Rebate	\$1,412,424.00	\$1,464,455.00	+ 536,480.00	
Total:	\$6,504,543.00	\$6,129,283.00	+ 375,260.00	

VI. Housing Opportunity for People Living with HIV/AIDS (HOPWA): Lori Davidson, *Sr Grants/Contract Compliance Specialist* with Dallas City Hall conducted the annual comprehensive Housing Opportunity for People Living with HIV/AIDS (HOPWA) presentation and answered questions for committee members regarding the City's Housing and grant funded programming. She provided extensive details regarding the Housing Programs, Housing Program Initiatives and funding opportunities.

VII. RWPC FY 2023 Master Calendar + Work Plan Review: (Tabled Until Next Meeting)

VIII. Committee Reports:

- A. Executive Committee:** John Dornheim, Vice Chair, reported that the Executive Committee met on January 4, 2023 and went over committee reports. There was no executive session as there were no candidates to sit for an interview.
- B. Planning & Priorities Committee:** Quorum not met.
- C. Needs Assessment Committee:** Quorum Not met.
- D. Allocations Committee:** James Kleitches, Allocations Chair, reported the Committee met on December, 2022. Quorum was met. Wanda Scott, GM, reported the purpose of all Ryan White HIV/AIDS Program funds is to ensure that eligible HIV-infected persons and families gain and/or maintain access to medical care. In accordance with the provisions of Title XXVI of the Public Health Service Act, the following policy establishes guidelines for the unobligated balances. The PCN 12-02 explains how Part A and MAI formula are affected based on unutilized funds for the contract period. James Kleitches, Chair, called for a motion to forward the FY 2022 Estimated Unobligated/Carryover Allocations document to the Executive Committee. Courtney Thompson made the motion. Corey Strickland seconded the motion.
- E. Evaluation Committee:** Did not meet.
- F. Consumer Council Committee:** Did not meet.

IX. New Business: Christopher Walker reported that there will be an event on HIV prevention and extended the invitation to the Planning Council. Kelly Salinas reported on February 1st there will be an open house at Oaklawn pharmacy to reintroduce themselves.

X. Adjournment: John Dornheim, Vice Chair, motioned to adjourn. Kelly Salinas made a motion and Donna Wilson seconded the motion. The motion passed unanimously. The meeting was

adjourned at 10:15 am.

Drafted by:

Jasmine Sanders, Planner for Logane Brazile, RWPC Coordinator

Date

Certified by:

Glenda B. Johnson RWPC Manager

Date

Final Approval by:

Helen Zimba, Chair/John Dornheim Co-Chair

Date

Due to COVID-19, Until Further Notice
NEXT SCHEDULED MEETING
Wednesday, February 8, 2023, 9:00 am.
Will be held via the Virtual Meeting Platform
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

RWPC Membership List

	EMAIL
1. <i>Lionel Hillard</i>	hillardlionel@gmail.com
2. <i>John Dornheim</i>	John.dornheim@dallascounty.org
3. <i>Lori Davidson</i>	lori.davidson@dallascityhall.com
4. <i>Habbakuk Yumo</i>	ha.yumo12@gmail.com
5. <i>Kelly Richter</i>	Kelly.Richter@Gilead.com
6. <i>Donna Wilson</i>	Donnadenisewilson@gmail.com
7. <i>Sattriona Nyachwaya</i>	sattie.nyachwaya@prismntx.org
8. <i>James Wright</i>	jameswright.cerebramatics@gail.com
9. <i>Alexander Deets</i>	info@alexanderdeets.com
10. <i>Korey Willis</i>	Kwillis@aboundingprosperity.org
11. <i>Helen Zimba, CHAIR</i>	Hzimba.theafiyacenter@gmail.com
12. <i>Laticcia M. Riggins</i>	Laticcia.riggins@dshs.texas.gov
13. <i>Naomi Green</i>	naomigreen241@yahoo.com
14. <i>Kevin Chadwin Davis</i>	kevinchadwindavisjr@gmail.com
15. <i>Derick Felton</i>	dfelton@myresourcecenter.org
16. <i>Corey Strickland</i>	strick1paris@gmail.com
17. <i>James Kleitches</i>	jkalvinmobile@icloud.com
18. <i>La'Paul Fulsom</i>	lapaulfulsom@yahoo.com
19. <i>Jonathan Ford</i>	j.ford@austince.org
20. <i>Norma Piel-Brown</i>	Norma.pielbrown@callieclinic.org
21. <i>Chris Walker</i>	Christopher.8.walker@viivhealthcare.com
22. <i>Jonathan Thorne</i>	jrthorne1@gmail.com
23. <i>Nisa Ortiz</i>	nisa@legalthospice.org
24. <i>Dan Nguyen</i>	dan.nguyen@ahf.org
25. <i>Grace Balaoing</i>	grace.balaoing@dallascounty.org
26. <i>Pro Brewer</i>	pro.brewer12@gmail.com
27. <i>Terra Ejike</i>	terra.ejike@dallascounty.org

RYAN WHITE GRANT PART A CONTACT INFORMATION

SUB-RECIPIENT CONTACT NAME												
#	ORG NAME	#	Executive Contact	Position	Executive Email	Address	City	Zip	Office #	Fax #	Cell #	
1	AIDS Healthcare Foundation (AHF) / AIDS Interfaith Network, Inc. (AIN)	1	Anthony Snipes	Regional Director	Anthony.Snipes@ahf.org							
		2	Charity Chandler-Cole	National Director of Contracts	charity_chandler@aidshhealth.org	6255 W. Sunset Blvd., 21st FL	Los Angeles	90028	323.860.5384	n/a	310.882.9462	
		3	Scarlett Calderwood	Regional Director of Health Care Center Operations	Scarlett.Calderwood@ahf.org							
		4	Jonathan Cowans	Practice Manager	Jonathan.Cowans@ahf.org							
		5	Shibu K. Sam	Senior Contracts Manager	shibu.sam@aidshhealth.org			Dallas				972.523.3113
		1	Steven Pace	Chief Executive Officer	steven@aindallas.org	2707 N. Stemmons Fwy., STE 120	Dallas	75207	214.943.4444	214.948.9988		
		2	Joni Wysocki	Chief Operating Officer	joni@aindallas.org				214.943.4444 x102	214.941.7739		
		3	Marlin Ginlesperger	Chief Financial Officer	marlin@aindallas.org							
		4	Kandace Hunt	All Healthcare Center Sites Contact	Kandace.hunt@ahf.org				214.599.7025			
		5	Joby Varughese, PharmD	AHF Medical City Pharmacy Contact	Joby.Varughese@ahfrx.org	7777 Forest Lane Ste B-A80	Dallas	75230	972.383.1070	972.383.1071		
		6	Roshini Mathew, PharmD	AHF Market Center Pharmacy Contact	roshini.mathew@ahfrx.org	2600 N Stemmons Fwy 141A	Dallas	75207	972.584.9653	833.897.3812		
2	PRISM Health North Texas	1	John T. Carlo, M.D.	Chief Executive Officer	john.carlo@prismntx.org	351 W. Jefferson Blvd., STE 300	Dallas	75208	214.521.5191	214.528.5879		
		2	Gilbert Kouame	Chief Financial Officer	gilbert.kouame@prismntx.org		Dallas					
		3	Karin Petties	Vice President of Grants Admin	karin.petties@prismntx.org		Dallas		214.521.5191 x3344		214.546.1790	
		4	Cathy Bryan	Executive Vice President of Patient Services & Operations	cathy.bryan@prismntx.org		Dallas					
3	AIDS Services of Dallas (ASD)	1	Traswell Livingston	Executive Director	tlivingston@aidsdallas.org	400 S. Zang, STE 1305 LB 21	Dallas	75208	214.941.0523	214.941.8144		
		2	Yolanda Jones	Chief Operating Officer	yjones@aidsdallas.org							
		3	Bernie Keasler	Chief Financial Officer	bkeasler@aidsdallas.org							
		4	Dwight Harry	Program Coordinator	dharry@aidsdallas.org							
4	Parkland Health & Hospital Systems (PHHS)	1	Crystal Curtis	HIV Grant Programs Director	crystal.curtis@phhs.org	1936 Amelia Court, 2nd FL	Dallas	75235	214.590.5182	214.590.2832		
		2	Jessica Hernandez	Senior Vice President	jessica.hernandez@phhs.org							
		3	Kellie Norcott	Program Manager	kellie.norcott@phhs.org							
		4	Piper Duarte		piper.duarte@phhs.org							
		5	Shelia Fisher	Director of Grants Management	shelia.fisher@phhs.org							
5	Dallas Legal Hospice (DLH)	1	Tony Lokash	Executive Director	tony@legalthospice.org	1825 Market Center Blvd., STE 550	Dallas	75207	214.521.6622	214.521.3310		
		2	Nisa Ortez	Client Service Coordinator	nisa@legalthospice.org							
6	Dental Health Programs, Inc.	1	Dorothy Jones	Executive Director	drobinson@communitydentalcare.org	3910 Gaston Ave., STE 175	Dallas	75246	214.590.0193	214.266.1001		
		2	Johnathon Bingham	Fiscal/Program Coordinator	jbingham@communitydentalcare.org						469.387.7700	
7	Health Services of North Texas, Inc. (HSNT)	1	Doreen Rue	Chief Executive Officer	drue@healthntx.org	4401 North I-35, STE 312	Denton	76207	940.381.1501	940.556.8059		
		2	Debra Layman	Chief Operating Officer	dlayman@healthntx.org							
		3	Pam Barnes	Chief Financial Officer	pbarnes@healthntx.org							
		4	Merline Wilson	Senior Program Manager	mwilson@healthntx.org							
8	Legacy Counseling Center, Inc. (LCC)	1	Brooke Nickerson-Henderso	Executive Director	brooke@legacycares.org	4054 McKinney Ave., STE 102	Dallas	752041	214.520.6308	214.521.9172		
		2	MerriGay Fitz	Fiscal Contact	mfritz0913@hotmail.com							
		3	Tammy McCormack	Office Manager	tammy@legacycounseling.org							
9	Open Arms, Inc. / Bryan's House	1	Abigail Erickson-Torres	Chief Executive Officer	aerickson@bryanshouse.org	3610 Pipestone Rd.	Dallas	75212	214.559.3946	214.559.2827		
		2	Linda White	Chief Financial Officer	lwhite@bryanshouse.org							
		3	Yessenia Ramirez	Operations Director	yramirez@bryanshouse.org							
		4	Marilyn Quinones	Social Services Director	marilynquinones@bryanshouse.org							
10	Resource Center of Dallas (RCD)	1	CC Cox	Chief Executive Officer	ccox@myresourcecenter.org	2701 Reagan St.	Dallas	75219	214.528.0144	214.522.4604		
		2	Dave Hesse	Chief Financial Officer	dhesse@myresourcecenter.org							
		3	Marisa Elliott	Chief Operating Officer	melliott@myresourcecenter.org							
		4	Del Wilson	Programs Manager	delwilson@myresourcecenter.org							
11	Your Health Clinic - Callie Clinic	1	Gwynne Palmore	Chief Executive Officer	gwvne.palmore@gmail.com	1521 Baker Rd.	Sherman	75090	903.891.1972	903.892.6093		
		2	Bob Stooffire	Chief Financial Officer	bobstooffire@gmail.com							
		3	Glenn Moreland	Clinical Administrator	rglenm@yahoo.com							
		4	Norma Piel-Brown	Compliance Officer	norma.pielbrown@callieclinic.org							

Needs Assessment Committee

Tuesday, January 17, 2023, Meeting Minutes

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		
Helen Turner John Dornheim Lionel Hillard Jonathan Ford	Dan Nguyen La'Paul Fulsom Hosea Crowell Nisa Ortiz	Helen Zimba Miranda Grant Amanda S. Evans M.D. Sattie Nyachwaya
MEMBERS ABSENT		
Linda Freeman Chris Walker	Donna Wilson	
RWPC STAFF PRESENT		
Logane Brazile Office of Support	Glenda Blackmon-Johnson Office of Support	Jasmine Sanders Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
Justin Henry, GM	Sonya Hughes, AA	Barbara Kakembo, PM
OTHERS PRESENT		
Jonathan Gute, PHHS Piper Duarte, PHHS	Katrina B, Needs Assessment consultant Kofi Bissah, ADAP	Joni Wysocki, AHF/AIN Sylvester Mayes

- I. **Call to Order:** Helen Zimba, Chair, opened the meeting at 2:00 pm and called the meeting to order at 2:04 pm.
- II. **Certification of Quorum:** Quorum was established by Helen Zimba, Chair, and certified by Glenda Blackmon-Johnson, RWPC Office of Support.
- III. **Introductions/Announcements:** Glenda Blackmon-Johnson, Office of Support, made the following announcements:
 - HRSA will be conducting a departmental site visit in April 2023.
 - The Office of Support will transition to a new office building location in Spring 2023, further details are forthcoming.

Lionel Hillard and Helen Turner announced THMP met on January 13, 2023. Due to budget increases, updates will be held annually, and essential medications for people living with HIV, once removed from the formulary, have been added back.
- IV. **Approval of November 15, 2022, Meeting Minutes:** The motion to approve the Needs Assessment Committee minutes was made by Helen Turner and seconded by Lionel Hillard. The motion passed.
- V. **Office of Support:** The Needs Assessment Committee membership = 25 seats; 15 members and 10 vacancies; RWPC membership = 33 seats; 27 members and 29% non-aligned members.
- VI. **FY 2022 Needs Assessment Project Planning and Updates:** Katrina Balenkov, Needs Assessment consultant, announced the following Needs Assessment survey progression updates:
 - 850/1400 reached
 - Underrepresented populations: Young Adults, Individuals of trans experience
 - The highest group of PLWH are Black MSM and Latino MSM
 - The team has been collaborating with PRISM and is looking to continue outreach with PRISM Pharmacy & Oak Lawn Pharmacy to encourage the distribution
 - Currently recruiting for focus groups

- Looking to seed CCC committee members for maximum representation
- Challenges have included: Referral incentivization, hard-to-reach populations/areas

The team will host focus groups (English and Spanish) comprised of consumers and providers to gauge frustrations and positive feedback.

Katrina utilized the original FY 2022 Needs Assessment RFP to summarize the updates.

VII. EHE Updates: Miranda Grant, EHE, announced the Integrated Plan has been completed; however, performance measures will continue to be worked on with projected completion in the coming months.

VIII. New Business: None.

IX. Adjournment: Helen Zimba, Chair, called for a motion to adjourn. Lionel Hillard seconded the motion. The meeting was adjourned at 2:28 pm.

Submitted by: _____
 Logane Brazile, RWPC Office of Support _____
 Date _____

Draft Certified by: _____
 Glenda Blackmon-Johnson, RWPC Office of Support _____
 Date _____

Final Approval by: _____
 Helen Zimba, Chair _____
 Date _____

Due to COVID-19; until further notice

NEXT SCHEDULED MEETING

February 21, 2022, 2:00 pm.

Will be held via TELE-CONFERENCE
 Dallas County Health and Human Services Building
 2377 N. Stemmons Freeway, Dallas, TX

PLANNING AND PRIORITIES (P&P) COMMITTEE

January 18, 2023, P&P

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.

PLANNING & PRIORITY MEMBERS PRESENT		
Chris Walker Grace Balaoing Laticcia Riggins	HK Yumo Donna Wilson Lori Davidson	Korey Willis Helen Zimba
PLANNING & PRIORITY MEMBERS ABSENT		
RWPC STAFF PRESENT		
Logane Brazile, Office of Support	Jasmine Sanders, Office of Support	Glenda Blackmon-Johnson, Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
Sonya Hughes, AA	Nariah Webster, SFM	Justin Henry, GM
OTHERS PRESENT		
Joni Wysocki, AHF/AIN Michelle Moos, Legal Hospice	Lionel Hillard Miranda Grant, EHE	Jonathan Gute, PHHS

- I. **Call to Order:** Helen Zimba, Chair, opened the meeting at 9:00 am and called the meeting to order at 9:00 am.

- II. **Certification of Quorum:** Quorum was established by Helen Zimba, Chair, and certified by Logane Brazile, RWPC Coordinator.

- III. **Introductions/Announcements:** John Dornheim made the following announcements:
 - Those with pre-existing conditions should remain vigilant about wearing masks due to flu season and the COVID-19 virus.
 - The viral suppression rate for HIV across the United States is 86%.
 Glenda Blackmon-Johnson, Office of Support, announced the Planning Council would be relocating to the Mockingbird office location in Spring 2023.
 Donna Wilson, CCC Chair, announced the Afiya Center would host an advocacy day training on March 1, 2023. On March 2, 2023, participants will travel to Austin, TX, via bus. The Afiya Center is looking to host at least 50 women of color; further details are forthcoming.

- IV. **Approval of November 16, 2022, Minutes:** Donna Wilson motioned to approve the minutes Lori Davidson seconded. The motion passed.

- V. **Office of Support Report:** Logane Brazile, RWPC Coordinator, reported the committee has 15 seats, of which 8 seats are filled and 7 seats are vacant. He reported the committee's representation & reflectiveness of the HIV epidemic within the community as follows:
 - The 1st group impacted with the highest numbers is Blacks at 10,111 or 42% representation.
 - The P&P committee membership consists of 8 people of whom 6 are Black, representing 74.00% reflectiveness.
 - The 2nd group impacted with the next highest numbers is White at 6,598 or 27% representation.
 - The P&P committee membership consists of 8 people of whom 1 are White with representation at 13.00% reflectiveness.
 - The 3rd group impacted with the next highest numbers is Latinx/Hispanic at 5,839 or 24% representation.
 - The P&P committee membership consists of 8 people of whom 0 are Latino/Hispanic with representation at 0.00% reflectiveness.
 - The 4th group impacted with the next highest numbers is Asian/ Pacific Islander at 317 or 1% representation:

- RWPC membership consists of 8 people of whom 1 is Asian/ Pacific Islander with representation at 13% reflectiveness.

Ryan White Planning Council has 33 seats 25 are filled with 27% non-aligned consumer representation. *HRSA requires 33% non-aligned consumers.*

Jasmine Sanders, Office of Support, briefly reviewed the FY 2023 Master Calendar and Work Plan to familiarize Planning & Priorities Committee members with their upcoming deliverables for the new fiscal year on March 1, 2023.

- VI. **PCN 16-02 Overview:** Jasmine Sanders, Office of Support, reviewed the Ryan White HIV/AIDS Program Services: Eligible Individuals and Allowable Uses of Funds (PCN 16-02) document. The purpose is to define and provide program guidance for each Core Medical and Support Service named in the statute and define individuals eligible for these HRSA RWHAP services.

Committee members were asked to review the document before the February 2023 meeting and prepare themselves with questions for the Office of Support.

FY 2022 Standards of Care and Service Delivery Guidelines: Members will begin reviewing AIDS Pharmaceutical Assistance, Early Intervention Services, Health Insurance, and Cost Sharing Assistance for the February 2023 P&P meeting. The categories mentioned above have received complaints throughout the current program year. Members should prepare to brainstorm ways to improve service delivery for said categories.

Status Neutral CDC + HRSA Letter: Glenda Blackmon-Johnson, Office of Support, reported historically, when Ryan White received HRSA funds, it was prohibited to use funds for anything other than service categories that aid PLWH. As of now, it is being petitioned to create "one door" for both HIV prevention and treatment services. These changes are being made to address the institutionalization of HIV stigma by integrating prevention and care rather than supporting separate systems. A status-neutral framework encourages a comprehensive, whole-person assessment of a person's unique situation, allowing for more tailored interventions.

- VII. **New Business:** None.

- VIII. **Adjournment:** Lori Davidson made the motion. Chris Walker seconded the motion. The meeting was adjourned at 9:44 am.

Submitted by:

Logane Brazile, RWPC Office of Support

Date

Draft Certified by:

Jasmine Sanders, RWPC Office of Support

Date

Final Approval by:

Helen Zimba, Chair

Date

Due to COVID-19
Until Further Notice
NEXT SCHEDULED MEETING
Wednesday, February 15, 2023, 9:00 am.
Will be held via TELE-CONFERENCE

ALLOCATIONS COMMITTEE
January 23, 2023, Allocation Meeting Minutes

Charge: Develop recommendations for the 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

Buffie Bouge
Courtney Thompson
Pro Brewer

Corey Strickland
James Kleitches, Chair

Naomi Green
James Wright

MEMBERS ABSENT

Kelly Salinas

RWPC STAFF PRESENT

Logane Brazile
RWPC Office of Support

Jasmine Sanders
RWPC Office of Support

Glenda Blackmon-Johnson
RWPC Office of Support

GRANTS STAFF MANAGEMENT PRESENT

Jocelyn Rodriguez, FM
Nariah Webster, SFM

Wanda Scott, GM
Sonya Hughes, AA

Justin Henry, GM

OTHERS PRESENT

Joni Wysocki, AIN/AHF
Jonathan Gute, PHHS

Andrea Rivera
Dwight Harry

Seth Bell, HSNTX

- I. **Call to Order:** James Kleitches, Chair, opened the meeting at 5:15 pm and called the meeting to order at 5:15 pm.
- II. **Certification of Quorum:** Quorum was established by James Kleitches, Chair, and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements:** Glenda Blackmon-Johnson, Office of Support, made the following announcements:
 - The Office of Support will formally announce the FY 2023 leadership team during the February Planning Council meeting.
 - The Planning Council's non-aligned consumer membership percentage is below 33% for the first time in several years.
 - Historically, when Ryan White received HRSA funds, it was prohibited to use funds for anything other than service categories that aid PLWH. As of now, it is being petitioned to create "one door" for both HIV prevention and treatment services. These changes are being made to address the institutionalization of HIV stigma by integrating prevention and care rather than supporting separate systems. A status-neutral framework encourages a comprehensive, whole-person assessment of a person's unique situation, allowing for more tailored interventions.
- IV. **Approval of December 12, 2022, Meeting Minutes:** Courtney Thompson motioned to approve the Allocations Committee meeting minutes. Naomi Green seconded the motion.
- V. **Office of Support Report:**
Allocation Committee (15 seats): 8 members (7 seats open)
The 1st group impacted with the highest numbers is Blacks at 10,111 or 42% representation;
 Allocations membership consists of 8 people of whom 5 are Black, representing 63% reflectiveness.
The 2nd group impacted with the next highest numbers is White at 6,598 or 27% representation;
 Allocations membership consists of 8 people of whom 3 are White, representing 37% reflectiveness.
The 3rd group impacted with the next highest numbers is Latinx/Hispanic at 5,839 or 24% representation;

Drafted by:

Logane Brazile, RWPC Office of Support

Date

Certified by:

Glenda Blackmon-Johnson, RWPC Office of Support

Date

Final Approval by:

James Kleitches, Allocations Chair
Naomi Green, Allocations Vice-Chair

Date

Due to COVID-19
NEXT SCHEDULED MEETING
Monday, February 27, 2023, at 5:15 pm.
Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building

EVALUATION COMMITTEE
January 24, 2023, Meeting Minutes

Charge: Evaluate whether sub-recipient services coincide with set service priorities and evaluate the performance of the Administrative Agency and the Planning Council according to the goals of the Council.

MEMBERS PRESENT

Del Wilson
Helen Turner

Jonathan Thorne
Helen Zimba, Chair

Norma Piel-Brown
La'Shaun Shaw

MEMBERS ABSENT

Darius Ahmadi
HK Yumo

Jonathan Dornheim

COUNCIL STAFF PRESENT

Logane Brazile
RWPC Office of Support

Glenda Blackmon-Johnson
RWPC Office of Support

Jasmine Sanders
RWPC Office of Support

GRANTS MANAGEMENT STAFF PRESENT

Geovanny Vasquez, AA
Oscar Salinas, CQM

Sonya Hughes, AA
Jocelyn Rodriguez, PM

Justin Henry, GM

OTHERS PRESENT

Joni Wysocki, AHF/AIN
Crystal Curtis, PHHS

Jonathan Gute, PHHS
Dwight Harry

- I. Call to Order:** Helen Zimba, Evaluation Committee Chair, called the meeting to order at 3:04 p.m.
- II. Certification of Quorum:** Quorum was established by Helen Zimba, Chair, and certified by Jasmine Sanders, Office of Support.
- III. Introductions & Announcement:** Glenda Blackmon-Johnson made the following announcements:
- The Planning Council will relocate to the Mockingbird office in Spring 2023.
 - HRSA will be conducting a departmental site visit in April 2023.
- IV. Approval of September 27, 2022, Minutes:** Helen Zimba motioned to approve the minutes. Helen Turner seconded the motion. The motion passed unanimously.
- V. Office of Support Report:** HIV+ Individuals living at the end of 2019=24,076
- The 1st group impacted with the highest numbers are Blacks at 10,111 or 42% representation;
 - o Evaluation Committee membership consists of 9 people of whom 4 are Black with representation at 44.00% reflectiveness.
 - The 2nd group impacted with the next highest numbers are White at 6,598 or 38% representation;
 - o Evaluation Committee membership consists of 9 people of whom 4 are White with representation at 44.00% reflectiveness.
 - The 3rd group impacted with the next highest numbers are Latinx/Hispanic at 5,839 or 24% representation;
 - o Evaluation Committee membership consists of 9 people of whom 1 are Latino/Hispanic with representation at 12.00% reflectiveness
- Jasmine Sanders, Office of Support, briefly reviewed the FY 2023 Master Calendar and Work Plan to familiarize Planning & Priorities Committee members with their upcoming deliverables for the new fiscal year on March 1, 2023.
- VI. Evaluation of the Administrative Mechanism Overview:** Jasmine Sanders, Office of Support, reviewed the latest version of the Administrative Mechanism noting the document serves as a review of how quickly and well the RWHAP Part A recipient carries out the processes to contract with and pay providers for delivering HIV-related services to meet the needs of PLWH throughout the Dallas EMA. The procurement/ RFP process, contract dates, contract renewal timeline, and grant award percentages were reviewed.

VII. CQM Updates: Oscar Salinas, CQM, provided listeners with an update on the latest activity of the CQM team. An overview of the following topics was provided:

- *About DCHHS 2018*
- *Dallas County sub-recipients*
- *Return to Care QIP*
- *Dallas EMA/HSDA Interventions to Improve Access to Care*
- *Parkland HIV R2C*
- *Resource Center R2C*
- *Organizational Assessment & CQM Evaluation*
- *OA Domains*
- *Dallas EMA/HSDA OA Results*
- *2022 Subrecipient OA Score Quartiles*
- *Quantitative + Qualitative Performance Measures*
- *Lessons Learned – QI Leadership*
- *Best Practices – QI Leadership*
- *Culture of Quality*

VIII. New Business: None.

IX. Adjournment: Helen Zimba, Chair, motioned to adjourn. Helen Turner seconded the motion. The motion passed unanimously. The meeting was adjourned at 4:10 p.m.

Submitted by:

Logane Brazile, RWPC Coordinator

Date

Draft Certified by:

Glenda Blackmon-Johnson, RWPC Manager

Date

Final Approval by:

John Dornheim, Chair

Date

Due to COVID-19

Until Further Notice

NEXT SCHEDULED MEETING

Tuesday, February 28, 2023, 3:00 p.m.

Will be held via TELE-CONFERENCE

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