

CY 2013

Ryan White Planning Council of the Dallas Planning Area Year-End Report



Ryan White Planning Council

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CY 2013

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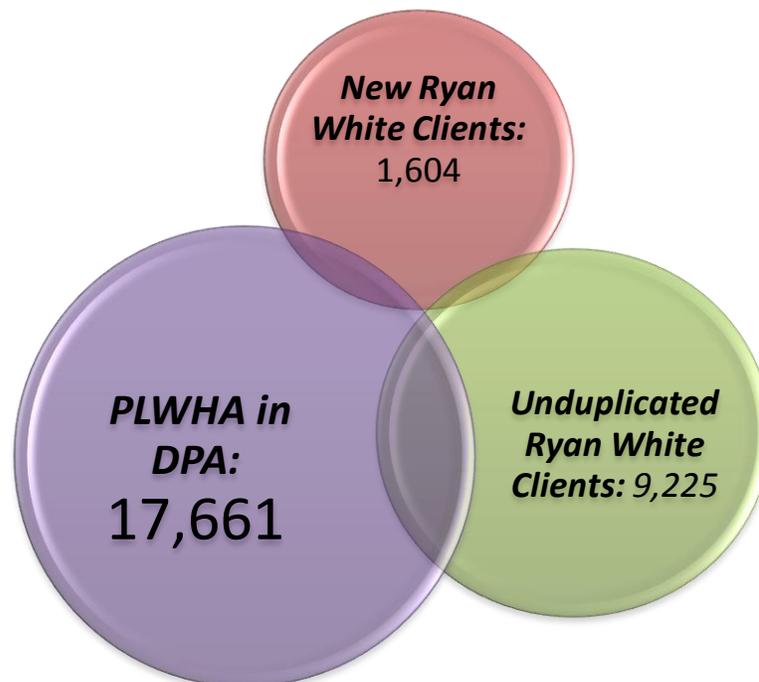
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CY 2013 DPA Epidemiological Data:

Ryan White Clients:

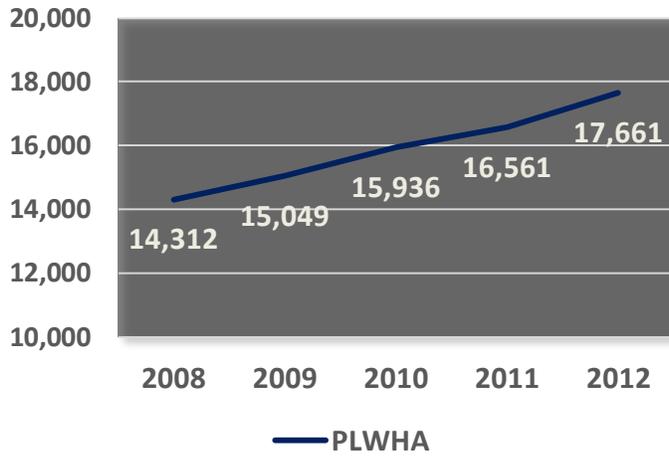
The number of unduplicated clients served in comparison to those served in CY 2012 has grown. The numbers reflect the unwavering efforts of the Dallas Planning Area to provide care. The DPA is committed to providing the best integrated health care available to people currently living with HIV/AIDS. Through planning, coordination, and evaluation, the DPA improves the quality of lives for people living with HIV/AIDS (PLWHA). During January 1, 2013 – December 31, 2013, the Dallas Planning Area served approximately 9,225 unduplicated clients through Ryan White funding. As a payer last resort, the program serves people who have fallen through the public safety net and would otherwise go without care.

There are approximately 17,661 people living with HIV/AIDS in the Dallas Eligible Metropolitan Area (EMA)¹, therefore approximately 52% of PLWHA in the DPA are receiving Medical and/or Support Services through Ryan White funding. Of the 9,225 unduplicated clients served in the Dallas Planning Area, 1,604 were new to receiving Ryan White services. These new clients make up 9.08% of PLWHA in our DPA, and the high number of new clients may be the result of some strong testing initiatives that have been implemented locally.



¹ Texas Department of State Health Services 2012 Epidemiological Data for the Dallas EMA

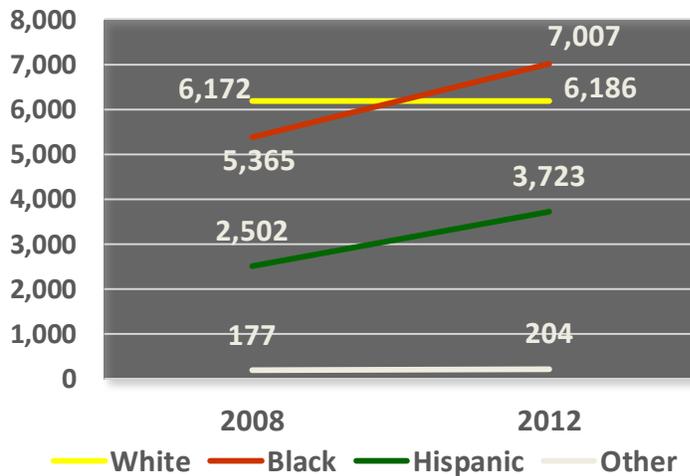
PLWHA



PLWHA:

The number of PLWHA is steady increasing. Prevalence has increased 3,349 cases (23%) over the past 5 years (2008-2012). Incidence has fluctuated, but has declined by 251 new cases since 2010.

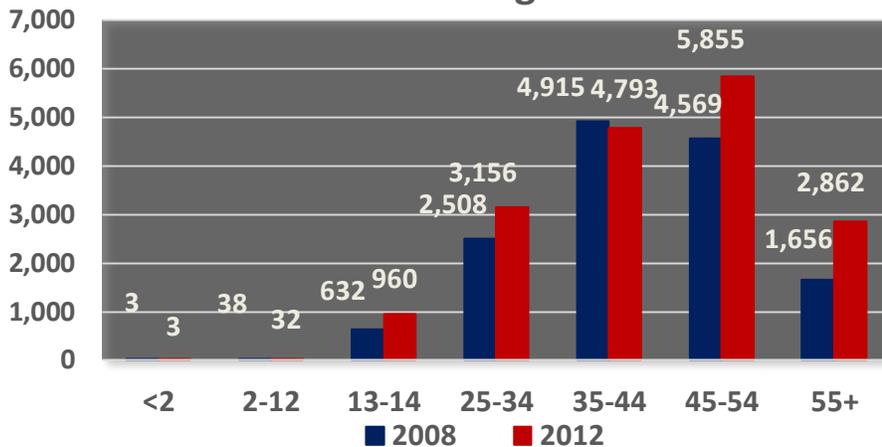
PLWHA: Race/Ethnicity



Race/Ethnicity:

It is clearly demonstrated that there is a disproportionate impact on African Americans as compared to the entire PLWHA community. During CY 2013, 28.07% of White clients, out of those that access Ryan White services, utilized the core and support services provided. Also, 47.53% African American clients and 21.25% Hispanic clients utilized the services. These percentages are reflective of the population that receives Ryan White Services.

PLWHA: Age



Age:

The age of PLWHA's in the Dallas region is increasing. Over 94% of the clients utilizing Ryan White services are between the ages of 25-64 years of age. According to this data, the PLWHA are getting older.

ARIES Data

<u>13¹ Priority Rank</u>	<u>Service Category</u>	<u>Units Served</u>	<u>Clients Served</u>
	<u>Core Services</u>		
1	Ambulatory/Outpatient Medical Care	27,919	4,197
2	Oral Health Care	11,153	1,706
3	AIDS Pharmaceutical Assistance	15,164	1,494
4	Medical case Management	35,658	4,055
5	Early Intervention Services	4,815	280
6	Mental Health	2,520	401
7	Health Insurance & Cost Sharing Assistance	3,179	477
8	Substance Abuse	1,752	96
9	Home Health Care	237	16
10	Home & Community Based Health Care	173	5
	<u>Support Services</u>		
1	Food Bank	31,495	2,135
2	Non-Medical Case Management	46,247	4,348
3	Medical Transportation	23,372	1,769
4	Outreach – Lost to Care	4,561	1,658
5	Housing Based Case Management	8,090	169
6	Transportation – State Services	439	79
7	Congregate Housing	12,467	91
8	Meals Congregate	55,475	1,339
9	Legal Services	1,872	224
10	Day Respite Care for Children/Youth/Adults	9,012	6
11	Linguistic Services	3,827	140
12	Child Care Services	4,748.82	19
13	Respite Care for Adults	5,798.00	152
14	Child Care – State Services	4,482	12

This ARIES data was pulled for service dates 1/1/13 - 12/31/13 to reflect the impact of the Ryan White Planning Council’s decisions. Dramatic changes included an increase in units served for housing based case management and a decrease in transportation units served in comparison to End of Year Report CY 2012. The RWPC, Administrative Agency and Ryan White funded providers are closely connected to the entire continuum of services available to address the HIV/AIDS epidemic through strong collaborative efforts with primary and secondary prevention, public health awareness, and treatment programs. Dallas uses Ryan White funds to create a continuum that eliminates gaps in the system, improves delivery of HIV medical care, and promotes services that support access and retention in care.

The RWPC places the highest priority on the core medical services by funding ten of the 13 possible services. These core services comprise approximately 72.56% of 2013 Ryan White Part A, Part B and MAI allocations, while Supportive Services utilized approximately 27.44% of funds. The majority of Ryan White funded services are located in Dallas County where the majority (82.6%) of PLWHA’s reside.



Mission: *To optimize the health and well-being of people living with HIV/AIDS, through coordination, evaluation, and continuous planning, to improve the North Texas regional system of medical, supportive, and prevention services*



Vision: *The Dallas Planning Area will become a community that will provide the best integrated health care available to people currently living with HIV/AIDS in a community where new HIV infections are rare.*

RWPC Staff Report:

The Ryan White Planning Council of the Dallas EMA is dedicated to improving the quality of life for those infected and/or affected by HIV/AIDS, and to ensuring that members of our community play lead roles in assessing and planning for HIV resources. The Planning Council has served the Dallas Planning Area’s 12 counties for nearly 22 years, while focusing on the enhancement of primary medical care and the provision of widely needed support services. These programs are for those who do not have sufficient health care coverage or financial resources for coping with the HIV disease. Ryan White fills the gaps in care not covered by other resources. Over \$17 million annually are entrusted to the Planning Council’s authority.

The Planning Council membership is comprised of community volunteers appointed by the CEO Judge Clay Jenkins. Over the past year, the Planning Council has welcomed 1 returning and 6 new members.

New Member Name	Committee’s Appointed to
Marcos Alcorn	Eval. & RWPC
Lionel Hillard (Returning)	RWPC, CCC, & Allocations
Ronald Stinson	Eval. & RWPC
Louvenia Freeman	CCC
Gary Benecke	RWPC
Bryant Porter	Eval. & RWPC
Maurice Murray	RWPC & P&P



There were officially 26 members serving on the Planning Council, of which 27% were non-aligned consumers. Also, 12 out of the 17 HRSA mandated seats were occupied. The RWPC & staff are striving to actively recruit and get those seats filled. During the course of the year, there were changes to the RWPC staff. Crystal Flores was promoted to the RWPC Manager position. Lynnette Smith-Clay was promoted to Grants Management Officer, and the Administrative Agency welcomed Rashida Francis as a Program Monitor.

Letter from the Chair:



Gregg Gunter,
RWPC Chair

Greetings Everyone!

This is our second annual Ryan White Planning Council Year-End-Report. We have designed this collaborative report to show what the Ryan White Planning Council accomplished during 2013.

Each standing committee follows the comprehensive plan written with community input and also has goals and objectives that we must meet each year. This report shows that each committee has met their goals and followed their part of the comprehensive plan.

I would like to thank the 2013 committee chairs, Lionel Hillard, Cora Giddens, Del Wilson, and Ben Martinez. Through their dedication and hard work, we enjoyed an exciting and very productive year.

I encourage everyone in our HIV community to read this report and distribute through your agencies. As always, if you have any questions or concerns regarding the Ryan White Planning Council, please do not hesitate to contact me at greggunter@yahoo.com or 214-683-2469.

Cheers!

Gregg Gunter, Chairman
Ryan White Planning Council

Ryan White Planning Council Report

Meets second Wednesday of each month at 9AM.

PLANNING COUNCIL MEMBERS

Gregg Gunter, CHAIR	David Saenz	Nell Gaither
Ben Martinez, VICE CHAIR	Del Wilson	Osiris Wade
Cora Giddens, VICE CHAIR	Demetria Bryan	Patrick Brown
Allen Peden	Helen Turner Goldenberg	Robert Compton
Anthony Bolden	Jai Makokha	Sonny Blake
Brent Pimentel	Jose Raymundo	Stacie Greskowiak
Charles Griffith	Joyce Tapley	Virginia Franco
Bryant Porter*	Lori Davidson	Ron Stinson*
Marcos Alcorn*	Louvenia Freeman	Kevin Greene
Maurice Murray*	Gary Benecke*	

*New Member

The 2013 Ryan White Planning Council of the Dallas Area is comprised of up to 29 individuals. The Council is responsible for twelve counties across the North Texas region. The mission of the Planning Council is to optimize the health and well-being of people living with HIV/AIDS in our area. The Council co-ordinates, evaluates, allocates government funds, and is continuously planning to improve our North Texas region by monitoring and improving medical and supportive services. The Planning Council held eleven meeting between December, 2012 and November 2013. At each meeting an announcement period is held at the beginning of each meeting, allowing the RWPC members and the audience members to announce any upcoming events pertaining to their agency or concerning the local HIV/AIDS community. This general meeting also allows for interaction between Council members and representatives from our local ASO's.

At each RWPC meeting, the Grant's Management Officer, or an Administrative Agency representative provides a report of their on-going activities. These reports consist of information such as, HRSA awards, allocations, and request for proposals (RFP's). At each Council meeting, Chairs or Vice-Chairs report on the monthly activities of the standing committees. Any official recommendation from a standing committee, which has passed through the Executive Committee, is also voted on during these general meetings. At the end of the Planning Council meetings, the current Chair of the HIV Provider's Council reports on their current activities and discussions.



Changes to the Bylaws in 2013:

Current Bylaw

Section 3.2 – Nominations Process for Ryan White Planning Council of the Dallas Area Membership

The Nominations Committee shall be chaired by the Ryan White Planning Council of the Dallas Area Chairperson. The Committee will consist of no more than eleven members. Pursuant to the Ryan White Treatment Modernization Act, nominations to the Ryan White Planning Council of the Dallas Area, as set out in Addendum A, shall be identified through an open process and candidates shall be selected based on locally delineated and publicized criteria, including a conflict of interest standard for each nominee. Addendum A is attached hereto and fully incorporated by reference.

Proposed Change

The Nominations Committee shall be chaired by the Ryan White Planning Council of the Dallas Area Chairperson. The Committee will consist of no more than eleven members. Pursuant to the Ryan White Treatment Extension Act, nominations to the Ryan White Planning Council of the Dallas Area, as set out in Addendum A, shall be identified through an open process and candidates shall be selected based on locally delineated and publicized criteria, including a conflict of interest standard for each nominee. Addendum A is attached hereto and fully incorporated by reference.

Justification

Update to most current Act.

Current Bylaw

Section 3.3 – Terms of Members

Terms of membership on the Planning Council shall be limited to two (2) consecutive, three (3) year terms. After serving two consecutive 3 year terms, individuals must wait twelve (12) months before reapplying for membership on the Planning Council. Former members are always encouraged to participate in Planning Council meetings and activities. If there is no qualified new applicant for a HRSA mandated category seat or officer position, an exception can be made and a member can serve an additional year or until the position can be filled. An individual’s term begins the first day of appointment, even when filling a vacancy of an unexpired term.

Proposed Change

Terms of membership on the Planning Council shall be limited to two (2) consecutive, three (3) year terms. After serving two consecutive 3 year terms, individuals must wait twelve (12) months before reapplying for membership on the Planning Council. Former members are always encouraged to participate in Planning Council meetings discussions and activities from the audience. If there is no qualified new applicant for a HRSA mandated category seat or officer position, an exception can be made and a member can serve an additional year or until the position can be filled. An individual’s term begins the first day of appointment, even when filling a vacancy of an unexpired term.

Justification

To ensure that former Planning Council members know they are encouraged to still attend, participate and be active at the meetings even though they are no longer an active, voting member of the RWPC.

Current Bylaw

Section 3.5 – Residency of Members

The 33 members of the Ryan White Planning Council of the Dallas Area shall be residents of the Dallas Eligible Metropolitan Area, with the exception of the legislatively mandated membership categories. The Chairperson AND Vice Chairperson of each standing committee shall be a duly appointed member of the Council.

Proposed Change

The 33 members of the Ryan White Planning Council of the Dallas Area shall be residents of the Dallas Eligible Metropolitan Area, with the exception of the legislatively mandated membership categories.

And move to: Section 6.4.1 – Committee Membership

Each standing or special committee shall have a Chairperson and Vice-Chairperson recommended by the Nominations Committee of the Ryan White Planning Council of the Dallas Area through an open nominations process and appointed by the CEO. All Chairs and Vice-Chairs shall be appointed for a one (1) year term. At the end of such time, Chairs and Vice-Chairs will be reviewed by the Nominations Committee for re-appointment. The Chairperson AND Vice Chairperson of each standing committee shall be a duly appointed member of the Council.

Justification

Moved to a more appropriate place.

Current Bylaw

Section 3.7 – Forfeiture

Members of the Ryan White Planning Council of the Dallas Area who are absent from three (3) consecutive, regularly scheduled meetings during a calendar year (excluding absences because of illness or necessity of business) may forfeit their position and create a vacancy on the Council. To ensure substantive involvement of the affected community, if the member of the Ryan White Planning Council of the Dallas Area or its committees has missed three (3) consecutive regularly scheduled meetings due to illness or if the member indicates an inability to attend regularly scheduled meetings, upon the member’s request, the CEO may appoint an alternate member to the Council to serve in place of the member.

Proposed Change

If any member of the Planning Council/ standing committee fails to attend either (i) three (3) consecutive regularly scheduled meetings during the calendar year or (ii) fifty (50%) percent of the meetings in any twelve (12) month period, (excluding absences because of illness or necessity of business), the member will forfeit their seat. A warning letter will be sent to those members that have 2 consecutive unexcused absences, notifying them of their potential forfeiture of seat. To ensure substantive involvement of the affected community, if the member of the Ryan White Planning Council of the Dallas Area or its committees has missed three (3) consecutive regularly scheduled meetings due to illness or if the member indicates an inability to attend regularly scheduled meetings, upon the member’s request the CEO may appoint an alternate member to the Council to serve in place of the member.

Justification

To ensure quorum is obtainable with membership, and to establish a protocol for forfeiture due to an accumulation of unexcused absences.

Current Bylaw	Section 4.3 – Quorum: At all meetings of the Ryan White Planning Council of the Dallas Area, a majority of duly appointed Council members shall constitute a quorum. See section 6.3
Proposed Change	A quorum of the Planning Council/Standing Committee must be present at any regular or specially scheduled meeting in order for the council to engage in the meeting. A quorum of the council is defined as a simple majority (51 percent) of the planning council/standing committee membership. In computing a quorum, a vacant seat on the planning council/standing committee shall not be considered. At all meetings of the Ryan White Planning Council of the Dallas Area, a majority of duly appointed Planning Council/ Standing Committee members shall constitute a quorum. See section 6.3
Justification	Definition of quorum.
Current Bylaw	NONE
Proposed Change	ADD: Section 4.6 - Voting Each member of the council shall be entitled to one vote on any business matter coming before the council. Only members of the council or standing committee are entitled to vote on matters coming before council/committee. A cast vote is defined as a positive (“aye”) vote or a negative (“nay”) vote. Abstentions are not considered to be cast votes.
Justification	Establish who can and how to vote.
Current Bylaw	NONE
Proposed Change	ADD: Section 4.7 - Minutes Minutes must be taken of each council and committee meetings. These minutes must state the names of all in attendance and the names of members absent. Minutes must state all motions, recommendations, requests or action items fully. Minutes must also indicate any votes taken with abstentions indicated. The planning council and committee minutes must be signed by the leadership to certify that the above stated conditions are met. Any council or committee members wishing to propose corrections to the minutes shall propose corrections at the meeting at which the minutes are subject to approval.
Justification	Document procedure
Current Bylaw	NONE
Proposed Change	ADD: Section 4.8 - Training Newly appointed members are required to complete the online New Member Orientation within 3 months of appointment and submit their certificate of completion to the RWPC office of support to be included in their member file. Members are also required to sign a confidentiality statement to be kept on file yearly.
Justification	New procedure for New Member Orientation training.

Current Bylaw Section 6.3 - Meetings; Quorum for Committees

Each committee shall meet at such time as it may determine and may act by a majority of those present at any meeting at which a quorum is present. A quorum is a simple majority of the voting members.

Proposed Change

Each committee shall meet at such time as it may determine and may act by a majority of those present at any meeting at which a quorum is present. A quorum is a simple majority of the voting members. The Chair or Vice Chair of the Planning Council are considered to be an ex-officio member of all other standing committees' and therefore may step in and chair a standing committee, for the purposes of establishing quorum, but their ability to vote must be consistent with the bylaws.

Justification

When making quorum is difficult, but needed to ensure an item is voted on.

Current Bylaw Section 6.5.3

The charge of the Evaluation Committee is to evaluate whether provider services coincide with set service priorities, review all RFPs prior to their release, and evaluate the performance of the Administrative Agency and the Planning Council according to the goals of the Council. The Evaluation Committee will:

- Ensure that the service categories set out are being met and that conflict of interest standards are upheld;
- Conduct an annual evaluation of the effectiveness of the Administrative Agency and Ryan White Planning Council of the Dallas Area and provide that evaluation to the CEO and Dallas County Commissioners Court;
- Review appropriate components of the Request for Proposal (RFP) prior to its release by the grantee to assure that the RFP adequately reflects the priorities and allocations of the Ryan White Planning Council of the Dallas Area and any special instructions to the grantee on how these priorities should be met; and
- Evaluate the effectiveness of services, categorically and system-wide.

Proposed Change

The charge of the Evaluation Committee is to evaluate whether provider 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. The Evaluation Committee will:

- Ensure that the service categories set out are being met and that conflict of interest standards are upheld;
- Conduct an annual evaluation of the effectiveness of the Administrative Agency and Ryan White Planning Council of the Dallas Area and provide that evaluation to the CEO and Dallas County Commissioners Court;
- Evaluate the effectiveness of services, categorically and system-wide.

Justification

New procedure for New Member Orientation training.

Current Bylaw **Section 6.5.5**

The Executive Committee is charged to ensure the orderly and integrated progression of work of the committees of the Ryan White Planning Council and plan future activities. The Executive Committee will:

- Consist of the Chairperson and Vice Chairperson(s), of the Ryan White Planning Council of the Dallas Area, and the Chairpersons or Vice-Chairpersons of each standing committee;
- Meet periodically to ensure the orderly and integrated progression of work of the committees of the Council, and to plan future activities. Unless expressly authorized by the full membership of the Ryan White Planning Council of the Dallas Area, the Executive Committee is not authorized to act on behalf of the Council on any matters that it is charged with executing; and
- Serve as the governance committee to periodically review changes in the governing documents of the Ryan White Planning Council.

Proposed Change	<p>Add:</p> <ul style="list-style-type: none"> • Review the Ryan White Planning Council and all standing committees' attendance to make sure members are complying with Section 3.7.
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Justification Clarification

Current Bylaw **Section 6.5.6**

The Nominations Committee, in collaboration with the CEO, will oversee an open nomination process (as described in Addendum A) for Ryan White Planning Council of the Dallas Area membership. The Nominations Committee shall be chaired by the Ryan White Planning Council of the Dallas Area Chairperson. At a minimum, the Nominations Committee shall include a representative of the County Judge's office, the Ryan White Planning Council of the Dallas Area Chair and Vice Chair(s), a representative of the grantee, and the Chairs or Vice Chairs of the various standing committees.

Proposed Change	<p>Add:</p> <ul style="list-style-type: none"> • Make appointments to each standing committee of the Council. This will include a review of the application, but will not require an interview. • Make recommendations to the CEO for members' appointment to the Ryan White Planning Council through an open nominations process.
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Justification Clarification

Current Bylaw **Section 8.1**

The officers, directors, employees, and committee members of the Ryan White Planning Council of the Dallas Area shall be selected entirely on a non-discriminatory basis with respect to age, sex, race, religion, disability (except as a result of HIV infection), sexual orientation, or national origin.

Proposed Change

The officers, directors, employees, and committee members of the Ryan White Planning Council of the Dallas Area shall be selected entirely on a non-discriminatory basis with respect to age, sex, gender identity, race, religion, disability (except as a result of HIV infection), sexual orientation, or national origin.

Justification

Clarification



Executive/Nominations Committee Report:

Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. The Executive & Nominations Committees plan future activities.

Meets 1st Monday of each month at 3:00PM

Executive Committee Report:

COMMITTEE MEMBERS		
Gregg Gunter RWPC CHAIR Ben Martinez, RWPC VICE CHAIR Cora Giddens, RWPC VICE CHAIR	Brent Pimentel Del Wilson Tom Emanuele Lionel Hillard	David Saenz Helen Turner Goldenberg

The RWPC Executive Committee met eleven times from December 2012 to November 2013. This committee is comprised of the Chairs and Vice-Chairs of each standing committee and oversees the work of each committee as outlined in the yearly comprehensive plan. The committee looks at the monthly attendance of all members. If a member is in danger of forfeiting their seat, the Chair will ask the committee chair to contact that member with a warning letter or phone call. If a member has forfeited their seat, the committee will also contact that member. Gregg Gunter called for the dissolution of the Care Coordination Ad-Hoc Committee in April 2013.

The committee then receives reports from all standing committee chairs or vice-chairs on the current activities of that committee, as it pertains to the yearly comprehensive plan. At each Executive Committee meeting, the Planning Council Manager gives the RWPC Administrative Report. This report details any ongoing business of the AA and the Planning Council. When any committee has an official recommendation, this must be first presented to the Executive Committee for discussion and a vote, and then sent to the full Planning Council for a vote. This includes the allocation of funds, updates to the Continuum of Care and Standards of Care documents, and any other business and necessary documents.

This committee also looks at and approves any topics that fall under the Calendar of Trainings. These trainings concern any informational that may be chosen to be presented after a regular Planning Council meeting. Several informational on wide-ranging topics were held during 2013. Crystal Flores reported the development of a new on-line training, available on the RWPC web-site. This, together with an in-person meeting with RWPC staff, will provide new members with the knowledge of Planning Council structure, what the Council does and does not do, Robert's Rules of Order, and some basic HIV terminology and issues.

The 2013 Committee also allowed for members to analyze and propose any new changes to the By-Laws for 2014. The Committee made a few minor changes to the By-Laws that were voted on and sent through to the proper channels and for final ratification at the Commissioner's Court.

Nominations Committee Report:

COMMITTEE MEMBERS		
Gregg Gunter, RWPC CHAIR Ben Martinez, RWPC VICE CHAIR Cora Giddens, RWPC VICE CHAIR Robert Compton	Brent Pimentel Del Wilson Tom Emanuele Lionel Hillard	David Saenz Kyle Talkington Helen Turner Goldenberg

The 2013 Ryan White Planning Council Nominations Committee met ten times from December 2012 to November 2013. The Committee forwarded the 2013 RWPC Leadership and Standing Committee leadership for appointment by Judge Clay Jenkins as follows:

RWPC Chair:

Gregg Gunter

RWPC Vice- Chairs:

Cora Giddens
Ben Martinez

Allocations Chair:

Lionel Hillard
Vice-Chair:
David Saenz
Robert Compton

Evaluation Chair:

Del Wilson
Vice-Chair:
Tom Emanuele

Planning and Priorities Chair:

Cora Giddens
Vice-Chair
Brent Pimentel

Consumer Council Chair:

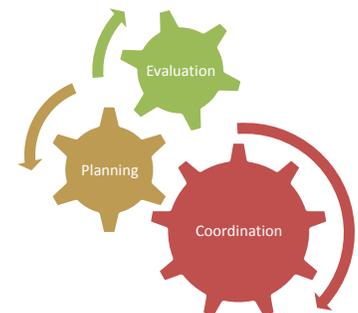
Ben Martinez
Vice-Chair:
Helen Turner Goldenberg



The Committee also recommended eight individuals to the Judge's office for appointment to the Planning Council and approved placement of three individuals to the Allocations Committee, two individuals to the Planning and Priorities committee, six individuals to the Evaluation Committee, and four to the Consumer Council.

The Committee also reviewed, edited, and approved a new version of the RWPC/Standing Committee application and a redesigned version of the new applicant questionnaire. These documents are currently being used for all new applicants.

Crystal Flores, the RWPC Manager also designed a comprehensive on-line training tool, available on the RWPC Dallas web-site. This is a great new tool designed for all new member orientation, as well as a refresher for any member that wants or needs to brush up on the Planning Council and HIV issues. At the end of the training is a Certificate of Completion, available for printing that should be provided to the Office of Support for placement in the member's file.



Allocations Committee Report:

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.

Meets the fourth Monday of each month at 5PM

COMMITTEE MEMBERS		
Lionel Hillard, CHAIR	James Kleitches	Odus Oglesby
Robert Compton, VICE CHAIR	Jim Howze	Osiris Wade
Emily Marks	Joey Avila	Robbie Hollis

Although this year-end report is a reflection of calendar year 2013, this specific committee report will encompass some financial data from calendar year 2014 in that the 2013 fiscal year for the Part A grant is March 2013-March 2014.

In July 2012, the Allocations Committee received a Part A/MAI Allocations Guide, which included the HIV/AIDS epidemiologic data for the DPA, Dallas EMA/HSDA maps, service category rankings, client utilization, categorical service expenditures, and Part A allocations. Based upon the information provided in the guide, the committee was able to decide on an allocation plan for FY 2013. During FY 2013, Allocations Committee was tasked with the job of allocating funds into the various service categories such as medical care, medication, transportation, and nutrition. Initially, agencies were given a partial amount of the total Part A Formula grant award since HRSA only provided a portion of the award to the EMA. However, in July 2013, the Dallas EMA received the remaining amount of the Part A Formula and the full Part A Supplemental grant awards. The committee took the FY 2011 final expenditure percentage amounts and applied them to the FY 2013 award. The categories were broken down into approximately 75% core and 25% support services. Also, in July 2013, the Allocations Committee received the FY 2014 Part A/MAI Allocations Guide, which included the HIV/AIDS epidemiologic data for the DPA, Dallas EMA/HSDA maps, planning and priorities service category rankings, client utilization, categorical service expenditures, and Part A allocations. The committee decided to use the FY 2012 final expenditure percentages as a basis, with a modification to move 1.2425% from outpatient ambulatory medical care to health insurance assistance. Due to the implementation of the Affordable Care Act (ACA), the committee acknowledged that funds should be shifted amongst the service categories to ensure that Ryan White clients were supported if they chose to participate in the Healthcare Exchange.

There were two reallocations during FY 2013. In November 2013, the committee reviewed FY 2013 Part A current allocations, expenditures, requests for funding increases, and options from the RWPC staff/Administrative Agency. They discussed the submitted RFI's statements and any waiting lists in the service categories of Food Pantry, Oral Health, and Insurance Assistance. After discussion and review, the committee reallocated the **\$53,688** as indicated on the attached spreadsheet into the Food Pantry service category. This reallocation is shown in Figure 1.1.

In January 2014, there was another reallocation of **\$393,842**, which is outlined in Figure 1.2. Under FY 2013 Part A, a total of **\$173,842** was returned from the following service categories: AIDS Pharmaceutical Assistance, Medical Case Management, Mental Health, Insurance Assistance, Substance Abuse, and Medical Transportation. There was also **\$220,000** returned from the Administrative Agency. The Allocation Committee was tasked with reallocating a total of **\$393,842** back into services. The committee reviewed FY 2013 Part A current allocations, expenditures, requests for funding increases, and Administrative Agency recommendation. The Committee decided to fulfill the amount requested for

Mental Health, Early Intervention Services, Medical Transportation, Outreach Lost-to-Care, Housing Based Case Management, Home Delivered Meals, and Legal Services totaling \$99,842. The rest of funds were distributed to Case Management, Medical Case Management, and AIDS Pharmaceutical Assistance. After discussion and review, the committee reallocated the \$393,384 as indicated. The FY 2013 final service expenditures for Part A are still being calculated as of March 21, 2014.

2013 RANK	Service Category	FY 2013	FY 2013
		TOTAL PART A AWARD 03/01/13 - 02/28/14	Allocation Percentage based on FY2012 F E
	<i>Core Medical</i>		
1	Outpatient Medical Care	3,725,640	31.47%
2	Oral Health Care	1,091,290	9.22%
3	AIDS Pharmaceutical Assistance	1,136,984	9.60%
4	Medical Case Management	1,335,754	11.28%
5	Insurance Assistance	1,361,811	11.50%
6	Substance Abuse	134,059	1.13%
6	Mental Health	95,476	0.81%
7	Early Intervention Services	209,275	1.77%
8	Home Health Care	97,004	0.82%
9	Home and Community Based HS	21,187	0.18%
			77.78%
	<i>Support Services</i>		
1	Case Management	1,082,883	9.15%
2	Food Pantry	267,899	2.26%
3	Medical Transportation	701,313	5.92%
4	Case Management - Housing Based	94,066	0.79%
5	Outreach-Lost to Care	8,763	0.07%
6	Transportation - State Services		
7	Home Delivered Meals	267,146	2.26%
8	Congregate Housing	0	
9	Legal Services	59,505	0.50%
10	Childcare Services	2,393	0.02%
10	Respite Care for Adults	45,944	0.39%
11	Day Respite Care for Children/Youth	35,970	0.30%
12	Child Care State Services	0	
13	Linguistic Services	64,988	0.55%
		22.22%	22.22%
	Total Obligated for Service Delivery	11,839,350	178%
	ADMINISTRATIVE AGENCY	929,816	
	QUALITY MANAGEMENT	469,603	
	TOTAL FY 2012 - 2013 PART A AW	13,238,769	

Figure 1.1

**RYAN WHITE PLANNING COUNCIL OF THE DALLAS PLANNING AREA
YEAR-END REPORT**

CY 2013

2013 RANK	Service Category	FY 2013 TOTAL PART A AWARD 03/01/13 - 02/28/14	FY 2013 Allocation Percentage based on 2012 FE	FY 2013 Returned Funds 10/31/13	FY 2013 Reallocated Funds Per Allocation Committee(A C)	FY 2013 PART A REVISED AWARD 03/01/13 - 02/28/14	FY 2013 Returned Funds 12/18/2013	FY 2013 Reallocated Funds Per Allocation Committee(AC)	FY 2013 PART A REVISED AWARD 03/01/13 - 02/28/14	FY 2013 Allocation Percentage based on 2012 FE	FY 2013 Request for Funding Increase (RFI) 12 26 13
<i>Core Medical</i>											
1	Outpatient Medical Care	3,725,640	31.47%			3,725,640			3,725,640	30.89%	
2	Oral Health Care	1,091,290	9.22%			1,091,290			1,091,290	9.05%	
3	AIDS Pharmaceutical Assistance	1,136,984	9.60%			1,136,984	41,000	41,000	1,136,984	9.43%	600,000
4	Medical Case Management	1,335,754	11.28%			1,335,754	71,842	53,000	1,316,912	10.92%	618,744
6	Mental Health	95,476	0.81%			95,476	5,000	20,000	110,476	0.92%	20,000
5	Insurance Assistance	1,361,811	11.50%			1,361,811	1,000		1,360,811	11.28%	
7	Early Intervention Services	209,275	1.77%			209,275		20,000	229,275	1.90%	20,000
8	Substance Abuse	134,059	1.13%	53,683		80,376	6,000		74,376	0.62%	
9	Home Health Care	97,004	0.82%			97,004			97,004	0.80%	
10	Home and Community Based HS	21,187	0.18%			21,187			21,187	0.18%	
										75.99%	
<i>Support Services</i>											
2	Food Pantry	267,899	2.26%		53,683	321,582			321,582	2.67%	
1	Case Management	1,082,883	9.15%			1,082,883		200,000	1,282,883	10.64%	660,678
3	Medical Transportation	701,313	5.92%			701,313	49,000	10,000	662,313	5.49%	10,000
5	Outreach-Lost to Care	8,763	0.07%			8,763		23,342	32,105	0.27%	23,342
4	Case Management - Housing Based	94,066	0.79%			94,066		15,000	109,066	0.90%	15,000
6	Transportation - State Services							0	0	0.00%	
7	Home Delivered Meals	267,146	2.26%			267,146		9,000	276,146	2.29%	9,000
8	Congregate Housing	0				0		0	0		
9	Legal Services	59,505	0.50%			59,505		2,500	62,005	0.51%	2,500
11	Day Respite Care for Children/Youth	35,970	0.30%			35,970		0	35,970	0.30%	
10	Childcare Services	2,393	0.02%			2,393		0	2,393	0.02%	
13	Linguistic Services	64,988	0.55%			64,988		0	64,988	0.54%	
12	Respite Care for Adults	45,944	0.39%			45,944		0	45,944	0.38%	
										24.01%	
	Total Obligated for Service Delivery	11,839,350	100.00%	53,683		11,839,350	173,842	393,842	12,059,350	200.00%	1,979,264
	UNOBLIGATED	-				-					
	UNALLOCATED - PAF	-				-					
	UNALLOCATED - PAS	-				-					
	Total Contractual - Dallas EMA	11,839,350				11,839,350	173,842	393,842	12,059,350		
	ADMINISTRATIVE AGENCY	929,816				929,816	90,000	0	839,816		
	QUALITY MANAGEMENT	469,603				469,603	130,000	0	339,603		
	TOTAL FY 2012 - 2013 PART A AWARD	13,238,769				13,238,769	393,842	393,842	13,238,769		0
	CORE MEDICAL	77.78%				77.33%		34.02%	75.99%		
	NON-CORE (SUPPORT)	19.96%				22.67%		65.98%	24.01%		

Figure 1.2

Consumer Council Committee Report:

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 Extension Act, including the Texas Department of State Health Services (DSHS).

Meets the fourth Thursday of each month at 12PM

COMMITTEE MEMBERS		
Ben Martinez, CHAIR	Robert Compton	Ethene Jones
Helen Turner Goldenberg, VICE CHAIR	Judith Dillon	Darwin Kirven
Marcos Alcorn	Linda Freeman	Jai Makokha
Michelle Anderson	Kevin Greene	Jose Raymundo
Robert Baxter	Charles Griffith	Kendal Richardson
Anthony Bolden	Gregg Gunter	Ricky Tyler
Darlene Boyd	Lionel Hillard	Argette Watson
Rosa Carballo		Auntjuan Wiley

The Ryan White Planning Council Consumer Committee had a very busy year in 2013! From producing well-rounded forums on ‘What my partner needs to know about my HIV Health’ to ‘Advocating for my Health’, the group was committed to presenting important information to the community. The Committee also worked with RWPC’s Planning and Priorities Committee in prioritizing important services in order to allocate funds. The group also participated in numerous meetings on how the Affordable Care Act may impact the HIV population in the United States and Dallas Planning Area.

The Ryan White Planning Council’s Consumer Committee represents the “bridge” between consumer and services provided by organizations who receive Ryan White funding. The majority of members in this committee are mostly HIV positive and helps give a consumer perspective to the conversation, whether it’s on ranking services needed for HIV positive consumers to gathering updated service provider information. Members who are not HIV positive have either had personal reasons for joining or are affiliated with an organization which might be serving the HIV community. It’s a well-rounded group of individuals who are committed to making a positive difference in the lives of some 15,000 or so HIV positive people in the Dallas Eligible Metropolitan Area. The Consumer Committee is also tasked to being Ryan White “ambassadors” to various HIV/AIDS related events throughout the year. Each member gives quite a bit of their time to help these organizations understand how important this Ryan White funded life-saving life-line is. Every member brings with them a wealth of knowledge and experience as it relates to those afflicted with this disease

Though a few of our members are considered “aligned” due to their affiliation to an organization receiving Ryan White funds, the majority is “unaligned” and can vote on matters that require the voting process.

In the past year, the Consumer Committee had four Forums focusing on, living healthy, aging with HIV, finding resources and how to advocate for yourself and others. The forums averaged about 25 people interested in learning more about the topics covered such as how to find other places who may be good sources for other like-minded people who can help those in need of assistance.

The Committee met eleven times in 2013 and spent time on other projects such as participating in the Service Priority Ranking as well as the FY 2013 Comprehensive Needs Assessment. A number of our members participated in the process with identifying key questions to ask the HIV population.

Many of our committee members volunteer with various groups supporting the HIV Community. It is a result of these volunteers that the Consumer Council is invited to attend events on behalf the Ryan White Council. Our Consumer Committee members give a great deal of their time to support those living with the disease.

In regards to the Comprehensive Plan Goal 5 Objective 1, The Consumer Council Committee was asked to go out into the community to research current prevention strategies and messages around HIV/STD co-infections through interviews. The Committee was able to educate providers on how to link clients to care if HIV status is newly diagnosed. This activity gave committee members the opportunity to identify and educate providers who may need assistance in strengthening their prevention messages as well as learning how to test for sexually transmitted diseases.



FORUMS: The Consumer Council Committee is tasked with providing educational forums to our community on topics surrounding HIV/AIDS.



Forum 1: STD/HIV & CO-INFECTIONS This important forum was held at the Resource Center Dallas. Speakers, Maurice Murray (RWPC Member) and Mary McLaud, represented Dallas County Health & Human Services. Mary McLaud spoke about medical implications of having a STD with a HIV diagnosis. Maurice Murray elaborated on the social implications of living with co-infections.

Forum 2: HIV & AGING This important forum was held at Parkland Amelia Court, and consisted of a panel discussion with Dr. Christopher Evans (AIDS Arms), Joel Lazarine (Legal Hospice of Texas), Helen Turner Goldenberg (Community Advocate & CCC Vice-Chair), and Cindy Zoellner (Parkland Health & Hospital System). Through this, the CCC made headway focusing on specific needs for those growing older with HIV. As so much of our HIV population is now maturing, the panel focused on the issues that may affect our older clients as well as tips to prevent certain ailments.

Forum 3: ACCESSING COMMUNITY RESOURCES This was the third forum of the year, which was held at the beginning of the year at AIDS Interfaith Network (AIN). The CCC planning group organized this event. Gregg Gunter hosted the forum space along with AIN. Our keynote presenter was committee member Auntjuan Wiley. In his very interactive presentation, he discussed many resources that clients can access for many needs, such as, food, clothing, and hot meals.

Forum 4: ADVOCACY & EMPOWERMENT This event was hosted by AIDS Services of Dallas where Vice Chair Helen Turner Goldenberg was the event Chair. Auntjuan Wiley was the keynote speaker. In his presentation, he discussed the significance of taking responsibility of the mind, body, & spirit. He also encouraged forum participants to get involved in community advocacy and activism.

Evaluation Committee Report:

Charge: Evaluates whether provider 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.

Meets the fourth Tuesday of each month at 3PM

COMMITTEE MEMBERS		
Del Wilson, CHAIR	LaShaun Shaw	Phillip Scheldt
Tom Emanuele, VICE CHAIR	Lori Davidson	Stephen Inrig
David Thomas	Osiris Wade	Suzan Stambaugh
Gregg Gunter	Marcos Alcorn	Gary Benecke
Maurice Murray	Ron Stinson	Bryant Porter
Louise Weston Ferrill	Louvenia Freeman	

The Evaluation Committee held regular meetings during calendar year 2013 and the members' efforts are very much appreciated and valued. The committee was fortunate to have a set of dedicated members - each striving to have a positive impact on the health of residents of the north central Texas area.

The committee is scheduled to meet monthly and did, in fact, hold its scheduled meeting each month during 2013.

The Evaluation Committee's main goals for the year were to:

- 1) address three areas from the 2012 Comprehensive Plan to demonstrate increased collaboration between Ryan White-funded and non-Ryan White funded agencies,
- 2) work with the planning council staff to develop the timeline and surveys necessary to complete the annual Evaluation of the Administrative Mechanism for 2012, review the survey results/reports from the planning council, administrative agency and funded service providers, make recommendations for edits on those survey/reports, and recommend the final reports to the planning council for approval, and
- 3) review the 2013 Standards of Care to determine if any updates or changes to the standards were needed for 2014 and make recommendations to the Administrative Agency.

Goal 1

The committee identified three areas for improved collaboration under the 2012 Comprehensive Plan: oral health, transportation, and housing. These areas were discussed at a number of committee meetings during 2013. During the November meeting, the committee completed its development of the objectives and most measures related to the 2012 Comprehensive Plan goals of increasing collaboration with non-Ryan White funded providers in the areas of housing, transportation and oral health. The objectives and measures were completed in the committee during its December meeting and further planning and activities will occur during calendar year 2014.

Goal 2

The 2012 Evaluation of the Administrative Mechanism process and report were worked on at several committee meetings. The final report was reviewed and discussed at the October committee meeting. Committee members reviewed and discussed the Administrative Agency's responses to the recommendations. The committee agreed to forward the 2012 Evaluation of the Administrative Mechanism report to the executive committee of the planning council with a recommendation for council approval.

Goal 3

The committee reviewed Standards of Care including both the Universal SOC and the SOC for service categories beginning in October. The committee completed its review of the Standards of Care at the November meeting and agreed to forward the committee's recommendations for 2014 Standard of Care updates to the Administrative Agency.



Planning & Priorities Committee Report:

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

Meets the third Wednesday of each month at 9AM

COMMITTEE MEMBERS		
Cora Giddens, CHAIR Brent Pimentel, VICE CHAIR Allen Peden Ben Martinez Virginia Franco	Betty Cabrera Demetria Bryan Joyce Tapley Nell Gaither	Stacie Greskowiak Sonny Blake Woldu Ameneshoa Demetria Bryan

The 2013 year was a very busy year for the Planning and Priorities Committee. We were tasked with many responsibilities and charges, along with our regular duties.

This was the year for a new Continuum of Care and we began the year with the 2013 Continuum of Care and reviewing the document with all its many recommendations; including revisions, additions, deletions, and proposed changes recommended by the Administrative Agency.

Planning and Priorities deals with many updates and processes and reports such as the 2012 Comprehensive Plan Update that we prepared. The Comprehensive Plan included a goal of investigating the feasibility of implementing a Peer Support Program. This particular program was a recommendation from HRSA and was reviewed each month of 2013. The idea received mixed reactions as to its implementation and whether or not it would or could be successful in the Dallas EMA. The P&P Committee provided numerous of local speakers from organizations that had peer support programs for the HIV population, in person and phone and slide, to show the providers it could be implemented in the DPA. Unfortunately the program is still not a fundable service through Ryan White and continues to be an item being discussed and reviewed within the P&P.

As is the responsibility of the P&P we conducted the 2014 Priority Setting Process and had several meetings where we prepared for our process of ballots being set. Included in this was the Minority AIDS Initiative Funded Services Review (FSR) and the service categories within. After this preparation the committee completed their 2014 Priority Setting Ballots.

With the Federal Government not meeting in the middle and coming to an agreement concerning funding the P&P was tasked with coming up with a Contingency Plan to keep agencies and programs funded, just in case. With allocations not being completed in time and funding possibly being depleted we were tasked to come up with a survey to get out to providers. We worked on this for several months and completed it – fortunately funding was allocated.



The Care Coordination Ad Hoc Committee completed their recommendations and was forwarded to the P&P with their findings. We reviewed and completed our portion and forwarded it on the Executive

Committee.

As the year progressed we began looking at preparation for the 2013 Comprehensive HIV Needs Assessment process and the AA obtained a third party to create, implement and compile the instrument and finally the documented findings. The P&P is an important player within this process as we must create the foundation of the areas of service for the findings to be based on. After several months of continued investigation and discussion we finalized the document and the focus groups were completed and all data was compiled and submitted and the P&P finalized its portion of this year's section of gaining approval and finally sending it on to the Executive Committee, which will happen in 2014.

