

**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: May 6, 2021

Re: Meeting Announcement

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Please note that there will be a:

**Ryan White Planning Council Meeting**

**Wednesday, May 12, 2021, 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) 819-1857 (Glenda.blackmonjohnson@dallascounty.org), on or before Tuesday, May11, 2021. 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/>

<https://www.youtube.com/channel/UCsej0mq91GN6d51VIVlp9ZA>

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  
Oscar Salinas, Quality Assurance Administrator  
Angela Jones, Quality Assurance Advisor  
Regina Waits, Health Advisor  
Claudy Jean-Pierre, RWPC Support Staff  
Vacant, RWPC Support Staff  
Kofi Bissah  
Building Security

# RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

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

## AGENDA

Wednesday, May 12, 2021  
9:00 a.m.

- |       |  |  |
|-------|--|--|
| I.    | Call to Order  | John Dornheim or Helen Zimba or Auntjuan Wiley |
| II.   | Certification of Quorum  | John Dornheim or Helen Zimba or Auntjuan Wiley |
| III.  | Introduction/Announcements   | John Dornheim or Helen Zimba or Auntjuan Wiley |
| IV.   | <b>Approval of the March 10, 2021 Minutes</b>  | <b>Action Item</b>                             |
| V.    | Administrative Agency Report<br>• AA Updates   | Sonya Hughes - Administrative Agency           |
| VI.   | Committee Meeting Update:  |  |
|       | a. Executive Committee   | John Dornheim or Helen Zimba or Auntjuan Wiley |
|       | b. Allocations Committee   | Lionel Hillard or Auntjuan Wiley               |
|       | • <b>Approve - Endorsement Letter for FY 2021 Part A Partial Award/Part B/State Rebate Allocations</b>                                   | <b>Action Item</b>                             |
|       | • <b>Approve - FY 2021 <u>Part A Full Award/Unobligated Fund Allocations to Align RWPC Approved Percentages</u></b>                      | <b>Action Item</b>                             |
|       | • <b>Approve - Endorsement Letter for FY 2021 Part A Full Award/Unobligated Fund Allocation Alignment with RWPC Approved Percentages</b> | <b>Action Item</b>                             |
|       | c. Needs Assessment Committee  | John Dornheim or Helen Zimba or Auntjuan Wiley |
|       | d. Planning and Priorities Committee   | John Dornheim or Helen Zimba or Auntjuan Wiley |
|       | • <b>HBTMTN - Outreach Service – Report</b>  |  |
|       | e. Evaluation Committee  | John Dornheim or Helen Zimba or Auntjuan Wiley |
|       | • <b>Approve Evaluation of the Admin Mechanism Report with Recommendations to AA</b>   | <b>Action Item</b>                             |
|       | f. Consumer Council Committee  | Donna Wilson or Sattie Nyachwaya               |
| VII.  | New Business   |  |
| VIII. | Adjournment  | John Dornheim or Auntjuan Wiley                |

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

NEXT SCHEDULED MEETING

Wednesday, June 9, 2021 9:00 AM

**Will be held via TELE-CONFERENCE**

# RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

March 10, 2021 Meeting Minutes

## COUNCIL MEMBERS PRESENT

John Dornheim, Chair	Auntjuan Wiley, Vice Chair	Helen Zimba, Vice Chair
Darius Ahmadi	Kelly Richter	Sattriona Nyachwaya
Donna Wilson	Korey Willis	Robert McGee, II
Del Wilson	Lionel Hillard	Alexander Deets
Leonardo Zea	Shannon Walker	

## COUNCIL MEMBERS ABSENT

James Wright	Pamela Green	Jonathan Thorne
Laticcia Riggins	Lori Davidson	Yolanda Jones

## RWPC STAFF PRESENT

Glenda Blackmon-Johnson	Claudy Jean Pierre
RWPC Manager	RWPC Office of Support

## DALLAS COUNTY ADMINISTRATION STAFF PRESENT

Mary-Kate Bevel, City of Dallas

## GRANTS MANAGEMENT STAFF PRESENT

Sonya Hughes, AD Grants	Justin Henry GPM	Wanda Scott, GFM
Oscar Salinas, CQM	David Kim, PM	Carla Jackson PM
Amanda Burks, AA		

## OTHERS PRESENT

Trenise Foster	John Skelton	Helen Turner
Norma Piel-Brown	Shabaura Perry	Januari
Joni Wysocki, AIN/AHF	Ebony Johnson	Hosea Crowell
Annie Sawyer-Williams, HOPWA	Jonathan Cowans	Ted Douglas
Venton Hill-Jones	Naomi Green	Karin Petties
Melissa Grove	Marcus Elliott	Akosua Addo, PHNTX
Kevin Davis	Miranda Grant	Shelly Lucas, DSHS
Brittany Barton		Theresa Matamoros, DSHS

- I. **Call to Order:** John Dornheim, RWPC Chair called the meeting to order at 9:01 a.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, RWPC Chair and certified by Glenda Blackmon-Johnson, Ryan White Planning Council Manager.
- III. **Introductions/Announcements:**
  - Helen Zimba announced that today National Women and Girls HIV Awareness Day. She encouraged everyone to get involved as there are many activities happening in the community.
  - Del Wilson announced that the Biden Administration opened enrollment for the Affordable Care Act, February 15, 2021 through May 15, 2021. If people are unhappy with their plan this period would be the time to enroll for a different program. The premium costs are subject to change. This is an excellent time for people to do research and sign up. Individual may call the Resource Health Campus at phone. Pride-Life is a free resource to assist individuals to determine the best plan coverage.
  - John Dornheim, RWPC Chair announced that Glenda Blackmon Johnson was invited to participate as a panelist with CHATT Planning Collaborative webinar: One Year Later: Lessons Learned from the COVID-19 Public Health Emergency.
  - John Dornheim, RWPC Chair established the platform meeting etiquette and made general announcements regarding access to Emergency Housing Assistance Program (EHAP-2021); Comprehensive Energy Assistance Program 214-819-1848; the HIV Taskforce meeting, Dallas County Fast Track Cities, COVID-19 Updates and vaccine announcements on the Dallas County website <https://www.dallascounty.org/> ; RWPC new membership recruitment.
  - John Dornheim, RWPC Chair announced Shannon Walker's appointment by the Judge to the Ryan White Planning Council. Also, the assignment of Kevin Davis to the Consumer Council committee.

- Naomi Green announced that Abounding Prosperity's Transparency program for Black, Latinex Transgender Women has extended services to include name and gender marker changes, hormone replacement therapy, testing, PrEP and PEP, social groups Chat & Chew, LPC counseling. Individuals may be referred for assistance.

**IV. Approval of the January 13, 2021 Minutes:** Lionel Hillard motioned to approve the minutes. Corey Willis seconded the motion. The motion passed.

**V. Administrative Agency Report:** Sonya Hughes informed the committee that the HIV Epidemic RFP was approved in commissioner's court on March 2, 2021. Anyone interested should apply for the funding on the RFP is posted on the purchasing department website. The Part A Project Officer notified the AA that an unobligated balance waiver has been enacted and there will not be a penalty if 95% of the funds are not expended by the close of the prior and current grant fiscal year. The AA applied for a Cares Act no cost extension to extend funds through March FY 2022. The AA applied for Pact C capacity building grant to purchase the E2MyCare Platform user friendly telehealth tool. The announcement will be made in September. The AA received its Part B Award; there is a 15% reduction. The Part B and State Rebate amount totals \$820,000.00. The fiscal team is working to revise the allocations and prep to submit by Friday to be briefed in court. The THMP Spend Down has been delayed until June 30, 2021. Clients whose applications were denied are currently being reviewed eligibility.

**VI. Committee Reports:**

**A. Executive Committee:** John Dornheim, RWPC Chair, reported the committee met on March 3, 2021. The committee discussed RWPC/standing committee seats fill and available; sub-recipient affiliations. The committee reviewed the 2019 HIV data; HIV reflectiveness and representation on the RWPC. The committee discussed the new member orientation training scheduled for 4/14/2021 from 9:00 to Noon. Additionally, the committee interviewed Kevin Davis; he was assigned to consumer council committee and a recommendation for appointment to the RWPC was sent to the Judge.

**B. Allocations Committee:** Did not meet.

**C. Needs Assessment Committee:** Did not meet.

**D. Planning & Priorities Committee:** Did not meet.

**E. Evaluation Committee:** Did Not Meet.

**F. Consumer Council Committee:** Donna reported that the committee met but did not establish quorum. The committee discussed their forum planning. They have been tasked with ranking topics for FY 2021. She encouraged committee members to complete the rankings for the Forum topics by 3/22/2021 and submit the sheets to the Office of Support to be compiled and reported back to the committee. The committee will vote on final topic selections at the February 25, 2021 meeting.

**VII. New Business:** Shelly Lucas provided an update regarding THMP deficit and Program deficit. She reported significant changes and issues surrounding the COVID pandemic. In March 2020, DSHS made program adaptations in efforts to minimize the changes for clients to stay in the program and get services. One of the changes was to implement a contact-less application process. The modification included an eligibility extension to reduce the burden for clients. DSHS carried more people and increased the supply of medication distributed for clients. Prescriptions were extended to cover 60 days instead of 30 days. She explained that DSHS had no way of knowing that the emergency would last more than a year.

Economically the impact for THMP was from March 2020 to December 2020 2,900 people entered the program and stayed on the program; this was a 29% increase as opposed to a 5-6% increase over previous years. Generally, the budget allows a 5-6 percent increase in a single year. The new and better medication regimens available to clients are more costly. The new medication regimen cost increased by 1,000.00 per clients. 80% of clients currently on the program receive at least one of the new more costly regimens.

By the end of December 2020, the program experienced a 34.4 million dollar cost in the program compared to years past. Around October/November the DSHS team saw and started to understand the impact of the aforementioned factors. Program operations were at a 52 million dollar deficit.

DSHS moved to a Just-In- Time model however this was not enough to resolve the deficit matter. The team

assessed the HIV budget, streamlined the budget, zeroed out travel line items, admin support cost, unfilled positions and pulled back 12.3 million dollars. The agency asked, and HRSA approved the use of their Ryan White Based Carryforward funds to support medication purchases. Further, the effort garnered 3 million dollars however it was not enough. Thereafter, the agency approached the State budget authorities and made the case that due to the COVID pandemic, and the program adaptations that were made to afford services to the clients in the COVID environment, the agency needed COVID Emergency Relief funds to fill the budget gap. The State budget leaders were supportive however there was a process. The agency receive confirmation, the week of 3/5/2021, that 34.4 million dollars was in the budget to backfill the budget to continue medication purchases but the additional did not fill the deficit. The agency asked HRSA for 51 million dollars however it was understood that HRSA would not award to total amount requested but an award of 15-18 million dollars has been awarded in the past. She indicated that the THMP budget has been stabilized which is good news.

To provide further insight, she explained that when THMP has a budget deficit. The agency defers to the Texas Administrative Code which provided four options, one of which was off the table because the treatment guidelines superseded that specific code option. Another option was to continue the spend-down, which the agency sought to be viable as it would have impacted 7% of the clients. The remaining options were more catastrophic: to reduce the FPL from 200% to 125% and to implement a wait list. She reported in response to feedback received from the stakeholders, the agency was asked to pause the spend-down elimination through June 2021. She indicated that agency continues to review contract and to explore strategic options to sustain the THMP program.

She fielded stakeholder question and concerns. Kellie Richter, Gilead rep reminded everyone that Gilead is a resource for anyone who finds themselves in medication crisis. Korey Willis, Abounding Prosperity rep reminded everyone that AP links patients to services and back on medication through patient assistance programs.

She closed her update with the announcement and invitation to the THMP Town Hall meeting on March 24, 2021. And finally, she reported that after 20 years, she will be leaving her position with the State. The new State HIV Director announcement will be made in the near future.

**VIII. Adjournment:** John Dornheim called for a motioned to adjourn. Lionel Hillard made the motion. Helen Zimba seconded the motion. The motion passed unanimously. The meeting adjourned at 10:00 a.m.

*Drafted by:*

\_\_\_\_\_  
Glenda B-Johnson RWPC Manager

\_\_\_\_\_  
Date

*Certified by:*

\_\_\_\_\_  
Glenda B-Johnson RWPC Manager

\_\_\_\_\_  
Date

*Final Approval by:*

\_\_\_\_\_  
John Dornheim, Chairperson  
Auntjuan Wiley, Vice Chair  
Helen Zimba, Vice Chair

\_\_\_\_\_  
Date

**Due to COVID-19 Until Further Notice**  
**NEXT SCHEDULED MEETING**  
Wednesday, April 14, 2021, 9:00 a.m.  
**Will be held via the Virtual Meeting Platform**

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

**EXECUTIVE COMMITTEE MEETING**

**April 7, 2021**

**Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.**

**MEMBERS PRESENT**

John Dornheim, RWPC, Chair	Donna Wilson, CCC Chair
Helen Zimba, RWPC Vice-Chair	Sattriona Nyachway, CCC Vice-Chair
Auntjaun Wiley, RWPC Vice-Chair, NA Chair, Allocations Vice-Chair	Lionel Hillard, Allocations Chair

**MEMBERS ABSENT**

**RWPC STAFF PRESENT**

Glenda Blackmon Johnson, RWPC Manager	Claudy Jean Pierre, RWPC Office of Support
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**GRANTS MANAGEMENT STAFF PRESENT**

Sonya Hughes, AD, RW Grants	Justin Henry, MG	Wanda Scott, FGM
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**OTHERS PRESENT**

John Skelton	Annie Williams	Kellie Norcott
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- I. **Call to Order:** John Dornheim, Chair called the meeting to order at 2:03 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, and certified by Glenda Blackmon Johnson, RWPC Manager.
- III. **Introductions/Announcements:**
  - FY 2021 Membership Orientation on April 14, 2021
  - RWPC will not meet on April 14, 2021.
- IV. **Approval of March 3, 2021 Minutes:** Helen Zimba motioned to approve the minutes. Lionel Hillard seconded the motion. The motion passed.
- V. **Office of Support Report:**

RWPC membership, 33 seats 19 seats are filled. 42% of the membership is non-aligned consumers. Three mandatory seat categories: State Medicare/Medicaid; recently incarcerated; and federally recognized Indian Tribes. The RWC is seeking women of Color/Transgender/Youth/Hispanic and Indian Tribe representation. 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): 12 members (13 seats open)

- ✚ **MEMBERSHIP REFLECTIVENESS:** At the end of 2019 the State reported 24,076 People Living with HIV
  - The 1st group impacted with the highest numbers is Blacks at 10,111 or 42% representation; the RWPC membership consists of 19 people of whom 10 are Black with representation at 53.00% reflectiveness.
  - The 2nd group impacted with the next highest numbers is White at 6,598 or 27% representation; the RWPC membership consists of 19 people of whom 6 are White with representation at 31.00% reflectiveness.
  - The 3rd group impacted with the next highest numbers is Latinx/Hispanic at 5,839 or 24% representation; the RWPC membership consists of 19 people of whom 3 are Latino/Hispanic with representation at 15.00% reflectiveness.

- VI. **Leadership Report:** John Dornheim, Chair mentioned that he has reached out to the North Texas LGBT Chamber of commerce. They will post our membership needs and present our needs to the leadership groups. He also reached out the Dallas Voice; he hopes to get an AD and an article; and he has contacted the Dallas Hispanic Law Foundation in efforts to recruit members. Further, he mentioned that we will lose one of our Hispanic members. He also outlined a strategy to target one population at a time. John reminded Chairs to reach out to their committee members to participate with the orientation.
- VII. **Administrative Agency Report:** Sonya Hughes reported that there AA received the full Part A Award with a 1.5% increase. The no-cost-extension was approved for the Part A CARES Act Funding. The EMA has been allowed an additional year to expend funds. The extension will allow Providers to purchase items that were on back order due to COVID. The AA is currently working on the FY 2020 Closeout. The AA will see how close expenditures were to the 95% and however no penalty will be assessed for unexpended funds from the previous year. The AA has been working on an inter-local agreement with Tarrant County for an ADAP Liaison. The District Attorney has approved the agreement and it has been sent to Tarrant County for review. The agreement will allow Kofi Bissah to work with the Tarrant County Sub-recipients. The Ending the HIV Epidemic Request for Proposal will be posted for three weeks. Individuals who are interested to participate as an external review committee member or as an interview panelist may send an email to Sonya to forward to Dr. Huang. He will then extend invitations.
- VIII. **Committee Reports:**
- A. Needs Assessment Committee: County Closure: Auntjuan Wiley, chair reported the committee met on 3/16/2021. Introductions and announcements were conducted; reviewed the LEAP course overview. He reported that the new name of the project is Empower Dallas. The committee reviewed the learning topic list and proposed schedule for the project to begin 8/5/2021 and end October 2021. The project will extend for 10 weeks; sessions to be held every Thursday. The morning session will be 10-12 and 5-7 in the evening. The committee will continue with the projected schedule discussion at the next meeting on April 20, 2021.
- B. Planning & Priorities Committee: John Dornheim, chair reported the committee met on 3/17/2021. The committee discussed the representation & reflectiveness; then discussed the How Best to Meet the Need Recommendations; the service categories discussed were housing based case management and medical transportation. Claudy Jean-Pierre provided a presentation of the 2019 HIV Data.
- C. Allocations Committee: Lionel Hillard, chair reported the committee met on 3/22/2021; established quorum; announcements were conducted; Wanda gave a presentation regarding the FY 2021 Part A Partial Award Allocations. The committee voted and approved to forward a letter of endorsement to the RWPC. He mentioned that a comment came forth and was deferred to AA for further action. ***Auntjuan Wiley made a request for the executive committee to forward the FY 2021 endorsement letter to the RWPC for approval. Helen Zimba seconded the motion and the motion passed.***
- D. Evaluation Committee: John Dornheim, chair reported that the committee met 3/23/2021. Claudy Jena-Pierre provided a comprehensive report to the committee regarding the Evaluation of the Administrative Mechanism Report.
- E. Consumer Council Committee: Donna Wilson, chair reported that the committee met on 3/25/2021. Quorum was established; the committee discussed the ranking of the top 10 topics. The first Forum is scheduled for May 11, 2021 from 2:00 pm to 3:30pm. John and Hosea are coordinators, Met but did not establish quorum.

IX. **Approval of the May 12, 2021 Agenda:** John Dornheim opened the floor for a motion to accept the agenda. Donna Wilson made a motion to approve the May 12, 2021 RWPC meeting agenda. Auntjuan seconded the motion. The motion passed.

X. **New Business:** NA

XI. **Executive Session:** John Dornheim, the chair, presented the Call for Executive Session at 2:24 p.m. *For purposes permitted by Chapter 551, Open Meetings, Texas Government Code, Section 551.074, Interview of Candidates 92); Discuss Council And Committee Membership and Vacancies (Review application (1) for standing committee appointment)*

The Executive Committee interviewed one (1) candidate for a standing committee appointment. The committee unanimously assigned John Skelton to the Needs Assessment Committee and opted to revisit in 3 months to determine a recommendation the Ryan White Planning Council membership. The committee closed the Executive Session at 2:50 p.m. and reconvened the Executive meeting.

XII. **Adjournment:** Auntjuan Wiley made a motion to adjourn. Donna Wilson seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:12 p.m.

Submitted by:

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Manager

\_\_\_\_\_  
Date

Draft Certified by:

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Manager

\_\_\_\_\_  
Date

Final Approval by:

\_\_\_\_\_  
John Dornheim, RWPC Chair  
Auntjuan Wiley, RWPC Vice-Chair  
Helen Zimba, RWPC Vice-Chair

\_\_\_\_\_  
Date

**Due to COVID-19  
Until Further Notice  
NEXT SCHEDULED MEETING  
Wednesday, May 5, 2021 @ 2:00 PM  
Will be held via TELE-Conference  
Dallas County Health and Human Services Building**



**ALLOCATIONS COMMITTEE**

April 26, 2021 Meeting Minutes

Charge: Develop recommendations for distribution of funds among priority goals using all available information regarding community and agency needs, current funding for HIV services, and trend data; develop recommendations for service category allocations. Recommendations for service category allocations will include how best to meet each established

**MEMBERS PRESENT**

Lionel Hillard, Chair	Kelly Richter	Naomi Green
Buffie Bogue	James Wright	James Kleitches

**MEMBERS ABSENT**

Auntjuan Wiley, Vice Chair

**RWPC STAFF PRESENT**

Glenda Blackmon Johnson	Claudy Jean Pierre
RWPC Office of Support	RWPC Office of Support

**Grants Management Staff Present**

Sonya Hughes, AD	Amanda Burks, AA	
Wanda Scott, Grants Manager	Oscar Salinas, CQM	Nevin Epen

**OTHERS PRESENT**

Crystal Curtis	Dwight Harry, ASD	Pam Barnes, HSNT
Kellie Norcott	Yolanda Jones	Anthony Snipes
Kevin Chadwin Davis		

- I. **Call to Order:** Lionel Hillard, Allocations Chair, called the meeting to order at 5:16 p.m.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard, Allocations Chair and certified by Claudy Jean Pierre, RWPC Office of Support.
- III. **Introductions/Announcements:**
  - Lionel Hillard, chair announced to the committee that the Priority Setting Resource Allocation Process is currently underway. Next month the planning and priorities and the consumer council committees will conduct a joint meeting to conduct their priority voting. He encouraged members to join.
  - Yolanda announced that AIDS Service of Dallas has two tele-health machines on site. The machines eliminate barriers for clients; and stabilize housing and enhances the clients ability to maintain health compliance.
- IV. **Approval of the March 22, 2021 Meeting Minutes:** Naomi Green made the motioned to approve the Allocations Committee minutes. Buffie Bogue seconded the motion. One abstention. The motion passed.
- V. **Office of Support:** The Office of Support reported the following regarding the Allocations Representation and Reflectiveness. The Allocations committee has 15 seats; 7 members, 8 seats are open. The 1st group impacted with the highest numbers are Blacks at 10,111 or 42% representation; Allocations membership consists of 7 people of whom 4 are Black with representation at 57% reflectiveness. The 2nd group impacted with the next highest numbers are White at 6,598 or 27% representation; Allocations membership consists of 7 people of whom 3 are White with representation at 43% reflectiveness. The 3rd group impacted with the next highest numbers are Latinx/Hispanic at 5,639 or 24% representation; Allocations membership consists of 7 people of whom 0 are Latino/Hispanic with representation at 0% reflectiveness. The Texas HIV data reported at the end of 2019 the total people living with HIV 24,076.
- VI. **FY 2021 Part A MAI Full Award Allocation/Endorsement Letter for the Full Part A Award Allocations:** Lionel Hillard opened the discussion regarding the Endorsement letter. He reminded the committee of the partial award endorsement letter that the committee discussed in the previous meeting. Further, he explained that the office of support spoke with the Project Officer regarding the need for the Partial and Full Award endorsement letters. The Project officer indicated that the committee needed only to focus on the Full Award Endorsement Letter. James Kleitches made the motioned to approve the Endorsement Letter to forward to the RWPC for final approval. Naomi Green seconded the motion.

Lionel informed the committee that in addition to the FY 2021 Full Award, that FY 2019 which were carried forward because the funds were unexpended during the program year. HRSA was asked to give permission to carry

those funds forward.

Sonya Hughes provided an update regarding the Notice of Award submittal to Commissioners Court for acceptance and approval; the submission included sub-recipient awards as well. The commissioner will vote at the first court session on May 4, 2021.

Wanda provided a comprehensive overview of the funding allocations for the FY 2021 partial awards. She discussed the FY 2021 partial award allocations by category for each of the core medical and support services; frequently referring to the committee's original percentage allocations which were approved by the planning council for the FY 2021 allocations. She provided an updated worksheet for the full award which was color coded in yellow, black and green. She provided a breakdown to provide insight as to how percentages were obtained for the allocations shown.

Wanda Scott provided an overview of the **FY 2021 Actual Part A/MAI Full Award** Allocation. She made reference to the committee's FY 2021 allocations as established by the committee in FY 2020 by percentage. She provided the percentage allocation update for the core medical and support categories.

Wanda Scott explained that allocations aligned with the percentages that the committee established with the Part A Formula 2021-2022 Award. She discussed each core medical service category and each support service category. And she included the actual dollars allocated as well. The amounts were cumulative dollars which included the partial award.

She explained to the members that the AA's initial award allocation methodology factored with the committee's percentage allocations rendered unobligated funds in several service categories. The AA wanted present the matter to the committee attention. She informed the members that in response to the State's mandate for the realignment of the 75/25 rule for core medical and support services; percentage allocations were not established for each specific category for Part B funds. This was also presented as the case for State Rebate funds. She explained that as a result, some service categories sustained as much as a 50% funding cut. She indicated that those funds were utilized as wraparound components for service delivery within the EMA. Further, she explained as a result at least four categories at the minimum were not level funded and/or underfunded for the respective program year. Those categories were substance abuse, mental health, other professional services and outreach services. Two core medical services and two support services. She informed the members that the **unobligated balance = Part A Formula \$63,786.00; Supplemental 156,230.00**. The committee engaged in an extensive discussion, presented concerns and questions regarding the impact of the change and implementations for the 75/25 rule and the current application for the core medical and support services for the FY 2021 program year. She informed that members that she will be soliciting for **Request for Increase** in July 2021. She provided clarification to explain that regarding the **Request for Proposals** the use of the AA's methodology some categories were ward funds that exceeded their request. She and Sonya conveyed concerns about service delivery that were presented by the sub-recipients as a result of the unexpected funding cuts.

She proceeded to show the members their color coded FY 2021 Allocation Spreadsheet for review and clarification regarding the committee's projected allocation percentages for Part A, Part B, and State Rebate. Further, she pointed out the baseline/level funding allocated in Part A. In comparison, she showed **Column F & Column W; Column U** which reflected the allocation gaps created as a result of the 75/25 alignment. She identified the service categories that were impacted, thus percentages were not assigned change: Linguistics; Other Professional Services; Outreach, Substance Abuse and Mental Health. The committee continued with their questions and comments. She also explained that the partial awards were partial allocations. The committee discussed what the allocation amounts would be if the categories were level funded based on the full award allocations. The committee asked for a breakdown of the unobligated and carryover funds. She explained that HRSA has issued a waiver for the 95% unexpended penalty.

Members continued the discussion for further clarification, the member inquired pertaining to allocations to categories where there may or may not be a need. Members asked if additional information is available for input. Sonya explained the AA sought to address with the committee the categories of which they were advised and that the unobligated balance would be addressed as well. Members agreed to continue their discussion regarding the underfunded categories.

*The AA reported unobligated Part A funds = \$220,016.00*  
*FY 2019 Carryover* *\$195,107.00*  
*Total* *\$415,123.00*

*In response to the AA's Report and because there was **no Action Item on the Agenda**, the members engaged in a **mock exercise to allocate and vote** regarding the unobligated funds to level fund underfunded core medical and support service categories.*

*The results were as follows:*

*Other Professional Services – \$64,929.00*  
*Outreach Services* *\$54,036.00*  
*Mental Health* *\$111,205.00*  
*Substance Abuse* *\$184,953.00*

*In this mock exercise, Naomi motioned to allocate funds to level fund underfunded categories and Kelly Richter second the motion and Lionel Hillard, chair followed up the discussion with Wanda Scott regarding the unobligated fund amounts. Wanda discussed the amount that each of the categories funded are currently funded. The members closed the exercise with comments in the chat box.*

VII. **FY 2021 Part A MAI Expenditure Reports:** Tabled

VIII. **Adjournment:** Kelly Richter made the motioned to adjourn. James Kleitches seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:01 p.m.

Submitted by:

\_\_\_\_\_  
 Glenda Blackmon Johnson, RWPC Office of Support

\_\_\_\_\_  
 Date

Certified by:

\_\_\_\_\_  
 Claudy Jean-Pierre, RWPC Office of Support

\_\_\_\_\_  
 Date

Final Approval by:

\_\_\_\_\_  
 Lionel Hillared, RWPC Chair  
 Auntjuan Wiley, Vice Chair

\_\_\_\_\_  
 Date

**Due to COVID-19**  
NEXT SCHEDULED MEETING  
**Monday, May 3, 2021 at 5:15 pm**  
**Will be held via TELE-CONFERENCE**  
 Dallas County Health and Human Services Building

**ALLOCATIONS COMMITTEE**

May 3, 2021 Meeting Minutes

Charge: Develop recommendations for distribution of funds among priority goals using all available information regarding community and agency needs, current funding for HIV services, and trend data; develop recommendations for service category allocations. Recommendations for service category allocations will include how best to meet each established

**MEMBERS PRESENT**

Lionel Hillard, Chair	Kelly Richter	Naomi Green
Auntjuan Wiley, Vice Chair	James Wright	

**MEMBERS ABSENT**

Buffie Bogue	James Kleitches
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**RWPC STAFF PRESENT**

Glenda Blackmon Johnson	Claudy Jean Pierre
RWPC Office of Support	RWPC Office of Support

**Grants Management Staff Present**

Wanda Scott, Grants Manager	Amanda Burks, AA	Justin Henry, GPM
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**OTHERS PRESENT**

Kellie Norcott, PHHS	Dwight Harry, ASD	Shelby Cefolda, HSNT
Joni Wysocki, AIN/AHF		

- I. **Call to Order:** Lionel Hillard, Allocations Chair, called the meeting to order at 5:28 p.m.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard, Allocations Chair and certified by Claudy Jean Pierre, RWPC Office of Support.
- III. **Introductions/Announcements:** None
- IV. **Approval of the April 26, 2021 Meeting Minutes:** Auntjuan Wiley made the motion to approve the Allocations Committee minutes. James Wright seconded the motion. The motion passed.
- V. **FY 2021 Part A MAI Full Award Allocation/Endorsement Letter for the Full Part A Award Allocations:** Lionel Hillard opened the discussion by asking Wanda Scott to provide an update regarding the update from the detail discussed in the 4/26/2021 committee meeting. She explained that the finance unit conducted a comprehensive review of the funding allocations of the full award to ensure accuracy.

Wanda provided a comprehensive overview of the funding allocations for the FY 2021 partial awards. She discussed the FY 2021 full award allocations and presented the data in spreadsheet. The green spreadsheet reflected the updated information regarding the categories that were not level funded based on the percentages approved by the RWPC. (See attachment) She provided an updated worksheet for the full award which was color coded in green. She provided a breakdown of Part A funds.

Wanda Scott provided an overview of the **FY 2021 Actual Part A/MAI Full Award** Allocation. She made reference to the committee's FY 2021 allocations as established by the committee in FY 2020 by percentage. She provided the percentage allocation update for the core medical and support categories.

Those categories were substance abuse, mental health, other professional services and outreach services. Two core medical services and two support services. She informed the members that the **unobligated balance = Part A Formula \$161,357.00**. The AA would seek additional input from provider for funding needs and that the AA would seek to reallocate funds in June 2021.

The committee continued with their questions and comments. The committee discussed what the updated allocation amounts than presented questions for further clarification. Members conducted their vote to allocate funds to the underfunded service categories.

*The AA reported unobligated Part A funds = \$220,016.00*  
*FY 2019 Carryover* *\$195,107.00*  
*Total* *\$415,123.00*

*In response to the AA’s Report the members **allocated and voted** regarding the unobligated funds to level fund underfunded core medical and support service categories.*

*The results were as follows:*

*Other Professional Services – \$84,807.00*  
*Outreach Services* *\$39,479.00*  
*Mental Health* *\$157,914.00*  
*Substance Abuse* *\$79,211.00*

*Naomi Green motioned to allocate funds to level fund underfunded categories and Kelly Richter second the motion and Lionel Hillard, chair followed up the discussion with Wanda Scott regarding the unobligated fund amounts. Wanda discussed the amount that each of the categories funded are currently funded. The members closed the exercise with comments in the chat box.*

- VI. **FY 2021 Part A/MAI Full Award Allocation Endorsement Letter for the Full Part A Award.** The committee approved the letter at the 4.26.2021 committee meeting. And, did not revisit.
- VII. **New Business: None.**
- VIII. **Adjournment: Auntjuan Wiley** made the motioned to adjourn. Naomi Green seconded the motion. The motion passed unanimously. The meeting was adjourned at 5:45 p.m.

Submitted by:

\_\_\_\_\_  
 Glenda Blackmon Johnson, RWPC Office of Support

\_\_\_\_\_  
 Date

Certified by:

\_\_\_\_\_  
 Claudy Jean-Pierre, RWPC Office of Support

\_\_\_\_\_  
 Date

Final Approval by:

\_\_\_\_\_  
 Lionel Hillard, RWPC Chair  
 Auntjuan Wiley, Vice Chair

\_\_\_\_\_  
 Date

**Due to COVID-19**  
NEXT SCHEDULED MEETING  
**Monday, May 24, 2021 at 5:15 pm**  
**Will be held via TELE-CONFERENCE**  
 Dallas County Health and Human Services Building

## Needs Assessment Committee

### Tuesday, April 20, 2021 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		
Auntjuan Wiley, Chair Lionel Hillard	John Dornheim, Vice Chair Helen Turner	Miranda Grant Amanda Evans, MD
MEMBERS ABSENT		
Donna Wilson Hosea Crowell	Shannon Walker John Skelton	Linda Freeman
RWPC STAFF PRESENT		
Glenda Blackmon Johnson RWPC Office of Support	Claudy Jean Pierre RWPC Office of Support	
GRANTS MANAGEMENT STAFF PRESENT		
Sonya Hughes, AD	Justin Henry, GPM	
OTHERS PRESENT		
Desmond Kelly, Callie Clinic Amanda Burks, AA	Kellie Norcott, PHHS	Sattie Nyachwaya

- I. **Call to Order:** Auntjuan Wiley, Needs Assessment Chair, opened the meeting at 2:03 p.m.
- II. **Certification of Quorum:** Quorum was established by Auntjuan Wiley and certified by Claudy Jean-Pierre, RWPC Planner.
- III. **Introductions/Announcements:** None
- IV. **Approval of March 16, 2021 Meeting Minutes:** The motion to approve the Needs Assessment Committee minutes was made by Lionel Hillard; seconded by Helen Turner. The motion passed.
- V. **Office of Support:** The Needs Assessment Committee membership = 25 seats; 11 members and 14 vacancies; RWPC membership = 33 seats; 20 members and 45% non-aligned members. The members briefly discussed the committee membership status.

**L.E.A.P. Committee Review and Curriculum Recommendations:** Auntjuan Wiley, Chair, opened the discussion with questions for the members regarding the project “Empower Dallas” for the RWPC of the Dallas Area. The Committee reviewed the learning topic list and speaker list. The chair reviewed moved the discussion to the project coordinator selection process; honorarium for speakers and incentives for the participants.

The financial detail questions were posed to Sonya for a response. Sonya asked if a project coordinator was under consideration. Gil Flores was presented for the assignment. The committee expressed that Gil would be the best candidate. Sonya informed the committee that further review would be needed to ensure there to be no conflict of interest. She mentioned that the office of support could reach out to him and request a formal quote, scope of work, term and hourly rate. She explained how the AA works with consultants. The chair indicated that the proposed project schedule would be for 10 weeks; projected to start August 5, 2021 and end in October 2021 with training for 2 hours in the morning from 10:00-12:00 and for 2-hours in the evening from 5:00 pm-7:00 pm. She mentioned that potentially, other consultants who have worker with the council may be an option. She mentioned putting out a request for bid; contact information can be sent to purchasing to send out to let them know of the bid opportunity. It was recommended that support staff reach out to Gil and if necessary look into the other options mentioned to identify a consultant. Glenda Blackmon Johnson mentioned that the speaker honorarium has been established for 50 dollars and the participation incentive policy has been submitted to the project officer for review and approval. The chair clarified that the incentive would be for participants who completed

Needs Assessment Committee Meeting

U:\Coordinator-a\~Needs Assessment~\4.20.2021

the training. A member requested that information be obtain from other EMAs regarding incentives paid in the aforementioned capacities. The office of support will follow up and report the outcome. A request was made to Sonya to follow up with the feasibility for incentive amounts. She also mentioned that there may be additional funds pending travel restrictions. A question was posed to Sonya as to whether or not face to face meetings would resume any time soon. She indicated that she did not. The committee discussed safety protocols should a face to face option become available for in person meetings.

The continued the discussion regarding the proposed project schedule for week 9 & 10. The committee discussed the dinner and graduation. The dinner may not be an option. Members mentioned potential places to host the dinner. Amanda mentioned that permission should be sought from Dr. Huang as a general precaution. The committee opted to make a decision later.

The committee briefly discussed the protocols and rules be established for participation to include consideration for participation with only one or two sessions.

Amanda asked how are we recruiting for the program? Further, she commented that the one orientation slide made reference a potential recruitment list located on page 17 of the Planning Council Primer. The chair suggested that members reach out to their networks in efforts to recruit participants. He suggested that anything and everyone should be included in the recruitment strategy: social media U-Tube, sub-recipients site visits etc. Also, he suggested going outside of the current listing and to look at other funders and avenues. Miranda commented that university students, LGBTQ organizations would be a ideal for new people. Lionel suggested that consideration be given to timeframes that the trainings are held because students work. The Chair indicated that a he would start the development of recruitment plan.

The chair asked everyone to check their email and attach names to topics based on their subject matter expertise. The matter would be discussed further at the next meeting.

**VI. New Business:** None

**VII. Adjournment:** Auntjuan Wiley called for a motioned to adjourn. Helen Turner made the motion. John Dornheim seconded the motion. The motion passed unanimously. The meeting was adjourned at 2:58 p.m.

*Submitted by:* \_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Office of Support Date

*Draft Certified by:* \_\_\_\_\_  
Claudy Jean Pierre, RWPC Office of Support Date

*Final Approval by:* \_\_\_\_\_  
Auntjuan Wiley, Chair/ John Dornheim, Vice Chair Date

**Due to COVID-19; until further notice**  
**NEXT SCHEDULED MEETING**  
**May 18, 2021 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

## April 21, 2021 Meeting 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.

### PLANNING & PRIORITY MEMBERS PRESENT

John Dornheim, Chair	Helen Zimba, Vice Chair	Laticcia Riggins
Lori Davidson	Donna Wilson	Korey Willis

### PLANNING & PRIORITY MEMBERS ABSENT

Robert McGee II

### RWPC STAFF PRESENT

Glenda Blackmon Johnson, RWPC Office of Support    Claud Jean Pierre, RWPC Office of Support

### GRANTS MANAGEMENT STAFF PRESENT

Justin Henry, GPM	David Kim, PM
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### OTHERS PRESENT

Oscar Salinas	Traswell Livingston, III, ASD	Joni Wysocki, AIN Inc.
Julia Chavarria, HOPWA	Kellie Norcott, PHHS	Helen Turner

- I. **Call to Order:** John Dornheim, Planning & Priorities Chair, opened the meeting at 9:05 and called the meeting to order at 9:11 am.
- II. **Certification of Quorum:** Quorum was established by John Dornheim and certified by Glenda Blackmon Johnson, RWPC Office of Support.
- III. **Introductions/Announcements:**
  - Kellie Norcott announced that on June 11, 2021, the Parkland HIV Services Department's (PHSD) Amelia Court Clinic will close its doors for the last time. On Monday, June 14, 2021, the Adult Comprehensive Care Engagement and Support Services (ACCESS) Clinic will open at its new location in the Moody Outpatient Center at 5151 Maple Avenue, Suite 2A. Operations at PHSD's Southeast Dallas and Bluitt Flowers clinics will not be impacted by this move. An open house event is forthcoming.
  - Helen Turner announced that the Texas Syndicate's Public Policy workgroup met 4.21.2021. All Parties interested to join to get an invite may contact her for information.
  - Helen Turner announced that the Black Women social media group will host an event May 10, 2021. The flyer is forthcoming.
  - Helen Turner announced that the Ewing House at AIDS Services of Dallas no has Tele-Health Service available.
  - John Dornheim, chair announced that Helen Zimba is the newly appointed Vice Chair of the Planning and Priorities Committee
- IV. **Approval of the March 17, 2021 Minutes:** Lori Davidson made a motion to approve the minutes. Korey Willis seconded. The motion passed.
- V. **Office of Support Report:** the Office of Support reported the following regarding the Planning and Priorities Representation and Reflectiveness: **Planning & Priorities (P&P)** (15 seats): 7 members (8 seats vacant). The 1<sup>st</sup> group impacted by the HIV epidemic with the highest numbers is Blacks at 10,111 or 42% representation; the P&P committee membership consists of 7 people of whom 5 are Black with representation at 71.00% reflectiveness. The 2<sup>nd</sup> group impacted by the HIV epidemic with the highest numbers is White at 6,598 or 27% representation; The P&P committee membership consists of 7 people of whom 1 are White with representation at 14.00% reflectiveness. The 3<sup>rd</sup> group impacted by the HIV epidemic with the next highest numbers are Latinx/Hispanic at 5,839 or 24%



representation; The P&P committee membership consists of 7 people of whom 1 are Latino/Hispanic with representation at 14.00% reflectiveness.

VI. **Review of the How Best to Meet the Need Recommendation(s):** Claudy Jean Pierre, RWPC Planner informed the committee that the Outreach Service is the last category for discussion. He explained that the document will be cleaned up and formatted for presentation to the committee at the May 2021 committee meeting for the vote to approve the document to forward to the RWPC. The service category recommendation is are as follows:

1. **Outreach-Return to Care in the HSDA- Databased**  
- In the month of May annually, a report will be presented to the RWPC.

A question was posed regarding outreach services in the case where a client doesn't have a phone? Kellie Norcott, Parkland HHS rep, reported that clients are contacted with last know information. The agency also collaborates with the DCHHS Disease Intervention Program resource and she reported that there are cases where DIS was unsuccessful to locate the client.

Claudy Jean-Pierre reviewed the service categories which did not have any special instructions for how best to meet the needs.

VII. **FY 2021 Priority Ranking Process/PRSA Training-Comprehensive Overview:** Claudy Jean-Pierre presented an overview of the Priority Setting Process which included the *Legislative Language on PRSA; Planning Council Responsibility; Expectation for PRSA; Examples of the Principles; Components of the PRSA; Core Medical and Support Service Categories; Expenditures. 2019 HIV Data for Dallas County and the Dallas Eligible Metropolitan Area (EMA);* He provided commentary regarding a series of graphs which compared HIV Data for 2018 to 2019 on behalf of individuals living with HIV/AIDS in Dallas County and within the Dallas EMA. The slides reflected data by ethnicity, gender and age. He emphasized the highest rates reported among the White, Black and Hispanic populations. Further, discussed the HIV data comparisons for 2018 vs. 2019 for new diagnosis. And, he presented a four year data comparison for race and age: 2016, 2017, 2018, 2019; pointing out increases with each year. He fielded questions and committee members made comments regarding the data. A member inquired regarding the Data Sheets, client utilization and expenditure information. He briefly discussed the ARIES Data Utilization for the first quarter for FY 2021. Oscar Salinas pointed out two categories (*Dental health and Referral for Healthcare*) that were utilized more than 15%. This PRSA slides were followed by the presentation of the FY 2022 Priority Setting Ballot. The committee presented questions regarding the events that occurred between FY 2017 through 2021.

VIII. **New Business:** None

IX. **Adjournment:** John Dornheim called for a motion to adjourn. Lori Davidson made the motion. Helen Zimba seconded the motion. The meeting was adjourned at 10:05 am.

*Submitted by:*

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Office of Support

\_\_\_\_\_  
Date

*Draft Certified by:*

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Office of Support

\_\_\_\_\_  
Date

*Final Approval by:*

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**John Dornheim, Chair**  
**Vacant, Vice Chair**

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**Date**

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

NEXT SCHEDULED MEETING

**Wednesday, May 19, 2021, 9:00 a.m.**

Will be held via TELE-CONFERENCE

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

EVALUATION COMMITTEE April 27, 2021 Meeting Minutes EAM		
<b>Charge:</b> Evaluates whether sub-recipient services coincide with set service priorities, and evaluates the performance of the Administrative Agency and the Planning Council according to the goals of the Council.		
MEMBERS PRESENT		
John Dornheim, Chair Darius Ahmadi	Del Wilson, Leonardo Zea	Helen E. Turner, CCC Liaison LaShaun Shaw
MEMBERS ABSENT		
Pamela J. Green RN		
Glenda Blackmon Johnson RWPC Manager		
Claudy Jean-Pierre, RWPC Staff		
GRANTS MANAGEMENT STAFF PRESENT		
Sonya Hughes, AD		
OTHERS PRESENT		
Joni Wysocki, AIN		
Kellie Norcott		

- I. **Call to Order:** John Dornheim, Evaluation Committee Chair, called the meeting to order at 3:03 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim and certified by Claudy Jean-Pierre, RWPC Staff.
- III. Introduction and Announcements:
  - Helen Turner announced the **May 10 - Achieving Together and Black Women's Affinity Group Did You Know (DYK) Dialogue Series**. Also that the Census data came out and there will be some redistricting. She encouraged everyone get involved to advocate for funding for HIV.
- IV. **Approval of March 23, 2021 Minutes:** Helen E. Turner motioned to approve the minutes. Leonardo Zea seconded the motion. The motion passed.
- V. **Office of Support Report:** The Office of Support reported the following regarding the Evaluation Committee Membership Reflectiveness: Evaluation Committee (15 seats): 7 members (8 seats vacant). The 1<sup>st</sup> group impacted by HIV epidemic with the highest numbers is Black at 10,111 or 42% representation; the Evaluation Committee membership consists of 11 people of whom 2 are Black with representation of 28% reflectiveness. The 2<sup>nd</sup> group impacted by the HIV epidemic with the highest numbers are Whites at 6,598 or 27% representation; the Evaluation Committee membership consists of 7 people of whom 4 are White with representation at 57% reflectiveness. The 3<sup>rd</sup> group impacted by the HIV epidemic with the next highest numbers are Latin/Hispanic at 5,039 or 24% representation; the Evaluation Committee consists of 7 people of whom 1 is Latino/Hispanic with representation at 14% reflectiveness.

John Dornhiem commented that participants could who consider to join the planning council or a committee may option to join the committee thereby participate for one hour each month. Another member inquired regarding the definition of “recently incarcerated”. Glenda Johnson explained to that the project officer conveyed that it could be someone recently released from incarceration who could speak about the needs or a probation officer who could speak about trending needs etc. Members continued the discussion regarding the capacity for program representatives who work directly with the incarcerated population to participate with the planning council. The committee made suggestions, high needs for this population and discussed sensitivity considerations for people who would represent the population. John mentioned that he would be

glad to reach out to the probation colleagues to see if there is interest to participate with the RWPC. Leo Zea offered to speak with case managers who might be interested to participate as well.

**VI. FY 2020 Assessment of the Administrative Mechanism (EAM) Report-Follow-up with Administrative Agency Q/A:** Claudy Jean-Pierre, provided a brief overview of the **FY 2020 Assessment/Evaluation of the Administrative Mechanism Report**. Glenda Johnson reminded members of the request for a response form the AA regarding the reimbursement or non-reimbursement details regarding the period of March, April, May and June of FY2020. Sonya Hughes provided an update regarding the reimbursement matter. She explained that it was an unusual situation because the last year's contract the AA initially issued partial awards to ensure continuity of services as the RFP was being analyzed. The process took longer than anticipated however at the commencement of the new contract, there were two different RFPs. When the new awards were made there was no contract provision for services prior to July 1, 2020. She indicated that when the contracts were presented to the courts the contract was pulled initially which delayed the process for two weeks. The AA's reached out to all recipients to ask if there were unreimbursed services during that time. She indicated that for providers that responded carryover funds were used to reimburse units of service provided prior to the new contract. Further, she indicated that every sub-recipient was contacted and asked if they had unreimbursed expenses. They had an opportunity to obtain additional funds for those unreimbursed expenses. Sonya explained to the members that the project officer was informed regarding the situation.

Claudy provided a comprehensive review of the past recommendations to members for consideration of further action. Members discussed changes to the recommendation from FY 2016-2019. Members opted to remove the previous recommendations and to include only recommendations for the FY 2020. Upon further discussion, Sonya informed the members that there will be contract extension renewals for the next 3 years. The members made suggestions for changes and the final recommendations to be incorporated in the final report. Del Wilson made a motion to accept the EMA Report with the following changes; delete the previous year's recommendation through FY 2019 recommendation and that the previous years recommendations are not included as an addendum. Darius Ahmadi seconded the motion. The motion passed unanimously.

**VII. New Business:**

**VIII. Adjournment:** Helen E. Turner motioned to adjourn. Leonardo Zea seconded the motion. The motion passed unanimously. The meeting was adjourned at 4:11 p.m.

*Submitted by:*

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Manager

\_\_\_\_\_  
Date

*Draft Certified by:*

\_\_\_\_\_  
Claudy Jean-Pierre, RWPC Planner

\_\_\_\_\_  
Date

*Final Approval by:*

\_\_\_\_\_  
John Dornheim, Chairperson or  
Vacant, Vice-Chairperson

\_\_\_\_\_  
Date

**Due to COVID-19**

Until Further Notice

**NEXT SCHEDULED MEETING**

Tuesday, May 25, 2021 3:00 PM

Will be held via TELE-CONFERENCE

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

**CONSUMER COUNCIL COMMITTEE MEETING MINUTES**

**April 22, 2021  
Meeting Minutes**

**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**

Sattriona Nyachwaya, Vice Chair	Helen Zimba	Helen E. Turner
David C. Becker	Lionel Hillard	Kristy Halyburton
Shannon Walker	Kevin Davis	Ricky Tyler

**MEMBERS ABSENT**

Alexander Deets	Linda Freeman	Robert. L McGee II
Jamie Collins	John Dornheim	Donna Wilson, Chair

**COUNCIL STAFF PRESENT**



Glenda Blackmon Johnson	Claudy Jean Pierre
RWPC Office of Support	RWPC Office of Support

**GRANTS MANAGEMENT STAFF PRESENT**

Sonya Hughes, AD	Justin Henry, GPM	Oscar Salinas, CQM	David Kim, PM
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**OTHERS PRESENT**

Louis Henry	Piper Duarte, PHHS	Kellie Norcott, PHHS
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- I. **Call to Order:** Sattriona Nyachwaya, vice chair opened the meeting at 12:05 and called order at 12:12 p.m.
- II. **Certification of Quorum:** Quorum was established by Sattriona Nyachwaya, vice chair and certified by Claudy Jean-Pierre, RWPC planner.
- III. **Introductions/Announcements:**
- IV. **Approval of the March 25, 2021 Minutes:** Lionel Hillard motioned to accept the minutes. Helen Tuner seconded the motion. Motion passed unanimously.
- V. **Office of Support Report-**
  -  **Membership Representation & Reflectiveness:** Claudy Jean Pierre reported the consumer committee's Black representation at 67%; White representation at 20% and Hispanic representation is 13%. There are 20 seats available of those seats 15 are filled. The agency affiliation for the committee with 1 representative from Prism Health and 1 from Parkland Hospital Systems.
  -  **Training: FY 2021 PRSA Ranking Process-Core Medical & Support Service Categories Ballot Introduction-** Claudy Jean-Pierre, planner, presented the Core Medical and Support Service Categories. He reminded members that the material sent via emailed to everyone on 4.21.2021. He identified the core and support service categories currently funded in the Eligible Metropolitan Area. Thereafter, he presented Priority Setting slide presentation; introduced the training objectives; Legislative language on PRSA; PC Responsibility; HRSA/HAB Expectations for Priority Setting; PRSA Decision Principles; Why PRSA is important; Components of PRSA; Priority Setting Steps 1-3; Priority Setting Steps 5-8; Outpatient Ambulatory, Oral Healthcare Expenditures; 2019 HIV Data for Dallas in comparison to the Eligible Metropolitan Area. The data presentation encompassed years 2016, 2017, 2018, and 2019. The planner encouraged members to forward questions to the office of support. Helen Turner and Lionel Hillard

announced that they are available to assist anyone with questions about the process.

Members presented questions for clarification regarding the joint meeting between the Planning and Priorities and the Consumer Council committees; and whether or not there would be information regarding the financial impact of COVID-19 pandemic. Members made requests for information regarding definitions of frequently used acronyms.

**VI. Committee Liaison Reports:**

- a. Allocations Committee-** Report tabled until next meeting.
- b. Planning and Priorities Committee-** Report tabled until next meeting.
- c. Evaluation Committee-** Report tabled until next meeting.
- d. Needs Assessment Committee-** Report tabled until next meeting.
- e. Dallas HIV Taskforce –** Report tabled until next meeting.

**VII. CCC Forum Planning –** Report tabled until next meeting.

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

**IX. Adjournment:** The meeting was adjourned at 12:50 due to loss of quorum.

Submitted by:

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Manager

\_\_\_\_\_  
Date

Draft Certified by:

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Manager

\_\_\_\_\_  
Date

Final Approval by:

\_\_\_\_\_  
Donna Wilson Wiley, Chair  
Sattriona Nyachwaya, Vice Chair

\_\_\_\_\_  
Date

**Due to COVID-19**  
Until Further Notice  
NEXT SCHEDULED MEETING  
**Thursday, May 27, 2021 12:00 PM**  
Will be held via Tele-Conference

# RWPC Members

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1. John Dornheim, CHAIR	<a href="mailto:johndornheim@att.net">johndornheim@att.net</a>
2. Auntjuan Wiley, VICE CHAIR	<a href="mailto:a.wiley@aidswalksouthdallas.com">a.wiley@aidswalksouthdallas.com</a>
3. Lionel Hillard	<a href="mailto:hillardlionel@gmail.com">hillardlionel@gmail.com</a>
4. Lori Davidson	<a href="mailto:lori.davidson@dallascityhall.com">lori.davidson@dallascityhall.com</a>
5. Darius Ahmadi	<a href="mailto:dahmadi@aidsdallas.org">dahmadi@aidsdallas.org</a>
6. Yolanda Jones	<a href="mailto:Yjones@AIDSDallas.org">Yjones@AIDSDallas.org</a>
7. Robert McGee II	<a href="mailto:helpmehelputoo@gmail.com">helpmehelputoo@gmail.com</a>
8. Kelly Richter	<a href="mailto:Kelly.Richter@Gilead.com">Kelly.Richter@Gilead.com</a>
9. Del Wilson	<a href="mailto:delwilson@myresourcecenter.org">delwilson@myresourcecenter.org</a>
10. Donna Wilson	<a href="mailto:Donnadenisewilson@gmail.com">Donnadenisewilson@gmail.com</a>
11. Leonardo Zea	<a href="mailto:Leonardo.zea@prismntx.org">Leonardo.zea@prismntx.org</a>
12. Sattriona Nyachwaya	<a href="mailto:sattie.nyachwaya@prismntx.org">sattie.nyachwaya@prismntx.org</a>
13. James Wright	<a href="mailto:creditdefendersm@yahoo.com">creditdefendersm@yahoo.com</a>
14. Alexander Deets	<a href="mailto:info@alexanderdeets.com">info@alexanderdeets.com</a>
15. Korey Willis	<a href="mailto:Kwillis@aboundingprosperity.org">Kwillis@aboundingprosperity.org</a>
16. Pamela J. Green	<a href="mailto:Pamelajgreenrn@sbcglobal.net">Pamelajgreenrn@sbcglobal.net</a>
17. Helen Zimba	<a href="mailto:Hzimba.theafiyacenter@gmail.com">Hzimba.theafiyacenter@gmail.com</a>
18. Laticcia M. Riggins	<a href="mailto:Laticcia.riggins@dshs.texas.gov">Laticcia.riggins@dshs.texas.gov</a>
19. Shannon Walker	<a href="mailto:swalker@nutransmovement.org">swalker@nutransmovement.org</a>
20. Kevin Chadwin Davis	<a href="mailto:kdavis@aspcares.com">kdavis@aspcares.com</a>

## 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	<a href="mailto:Anthony.Snipes@ahf.org">Anthony.Snipes@ahf.org</a>							
		2	Charity Chandler-Cole	National Director of Contracts	<a href="mailto:charity.chandler@aidshhealth.org">charity.chandler@aidshhealth.org</a>	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	<a href="mailto:Scarlett.Calderwood@ahf.org">Scarlett.Calderwood@ahf.org</a>							
		4	Jonathan Cowans	Practice Manager	<a href="mailto:Jonathan.Cowans@ahf.org">Jonathan.Cowans@ahf.org</a>							
		5	Shibu K. Sam	Senior Contracts Manager	<a href="mailto:shibu.sam@aidshhealth.org">shibu.sam@aidshhealth.org</a>			Dallas				972.523.3113
		1	Steven Pace	Chief Executive Officer	<a href="mailto:steven@aindallas.org">steven@aindallas.org</a>		2707 N. Stemmons Fwy., STE 120	Dallas	75207	214.943.4444	214.948.9988	
		2	Joni Wysocki	Chief Operating Officer	<a href="mailto:joni@aindallas.org">joni@aindallas.org</a>					214.943.4444 x102	214.941.7739	
		3	Marlin Ginlesperger	Chief Financial Officer	<a href="mailto:marlin@aindallas.org">marlin@aindallas.org</a>							
2	PRISM Health North Texas	1	John T. Carlo, M.D.	Chief Executive Officer	<a href="mailto:john.carlo@prismntx.org">john.carlo@prismntx.org</a>	351 W. Jefferson Blvd., STE 300	Dallas	75208	214.521.5191	214.528.5879		
		2	Gilbert Kouame	Chief Financial Officer	<a href="mailto:gilbert.kouame@prismntx.org">gilbert.kouame@prismntx.org</a>		Dallas					
		3	Karin Petties	Vice President of Grants Admin	<a href="mailto:karin.petties@prismntx.org">karin.petties@prismntx.org</a>		Dallas			214.521.5191 x3344	214.546.1790	
		4	Cathy Bryan	Executive Vice President of Patient Services & Operations	<a href="mailto:cathy.bryan@prismntx.org">cathy.bryan@prismntx.org</a>		Dallas					
3	AIDS Services of Dallas (ASD)	1	Traswell Livingston	Executive Director	<a href="mailto:tlivingston@aidsdallas.org">tlivingston@aidsdallas.org</a>	400 S. Zang, STE 1305 LB 21	Dallas	75208	214.941.0523	214.941.8144		
		2	Yolanda Jones	Chief Operating Officer	<a href="mailto:yjones@aidsdallas.org">yjones@aidsdallas.org</a>							
		3	Bernie Keasler	Chief Financial Officer	<a href="mailto:bkeasler@aidsdallas.org">bkeasler@aidsdallas.org</a>							
		4	Dwight Harry	Program Coordinator	<a href="mailto:dharry@aidsdallas.org">dharry@aidsdallas.org</a>							
4	Parkland Health & Hospital Systems (PHHS)	1	Crystal Curtis	HIV Grant Programs Director	<a href="mailto:crystal.curtis@phhs.org">crystal.curtis@phhs.org</a>	1936 Amelia Court, 2nd FL	Dallas	75235	214.590.5182	214.590.2832		
		2	Jessica Hernandez	Senior Vice President	<a href="mailto:jessica.hernandez@phhs.org">jessica.hernandez@phhs.org</a>							
		3	Kellie Norcott	Program Manager	<a href="mailto:kellie.norcott@phhs.org">kellie.norcott@phhs.org</a>							
		4	Piper Duarte		<a href="mailto:piper.duarte@phhs.org">piper.duarte@phhs.org</a>							
		5	Shelia Fisher	Director of Grants Management	<a href="mailto:shelia.fisher@phhs.org">shelia.fisher@phhs.org</a>							
5	Dallas Legal Hospice (DLH)	1	Tony Lokash	Executive Director	<a href="mailto:tony@legalthospice.org">tony@legalthospice.org</a>	1825 Market Center Blvd., STE 550	Dallas	75207	214.521.6622	214.521.3310		
		2	Nisa Ortez	Client Service Coordinator	<a href="mailto:nisa@legalthospice.org">nisa@legalthospice.org</a>							
6	Dental Health Programs, Inc.	1	Dorothy Jones	Executive Director	<a href="mailto:drobins@communitydentalcare.org">drobins@communitydentalcare.org</a>	3910 Gaston Ave., STE 175	Dallas	75246	214.590.0193	214.266.1001		
		2	Johnathon Bingham	Fiscal/Program Coordinator	<a href="mailto:jbingham@communitydentalcare.org">jbingham@communitydentalcare.org</a>						469.387.7700	
7	Health Services of North Texas, Inc. (HSNT)	1	Doreen Rue	Chief Executive Officer	<a href="mailto:drue@healthntx.org">drue@healthntx.org</a>	4401 North I-35, STE 312	Denton	76207	940.381.1501	940.556.8059		
		2	Debra Layman	Chief Operating Officer	<a href="mailto:dlayman@healthntx.org">dlayman@healthntx.org</a>							
		3	Pam Barnes	Chief Financial Officer	<a href="mailto:pbarnes@healthntx.org">pbarnes@healthntx.org</a>							
		4	Louise Winston	Director of Programs	<a href="mailto:lferrill@healthntx.org">lferrill@healthntx.org</a>							
8	Legacy Counseling Center, Inc. (LCC)	1	Melissa Grove	Executive Director	<a href="mailto:melissa@legacycounseling.org">melissa@legacycounseling.org</a>	4054 McKinney Ave., STE 102	Dallas	752041	214.520.6308	214.521.9172		
		2	MerriGay Fitz	Fiscal Contact	<a href="mailto:mfritz0913@hotmail.com">mfritz0913@hotmail.com</a>							
		3	Tammy McCormack	Office Manager	<a href="mailto:tammy@legacycounseling.org">tammy@legacycounseling.org</a>							
9	Open Arms, Inc. / Bryan's House	1	Abigail Erickson-Torres	Chief Executive Officer	<a href="mailto:aerickson@bryanshouse.org">aerickson@bryanshouse.org</a>	3610 Pipestone Rd.	Dallas	75212	214.559.3946	214.559.2827		
		2	Linda White	Chief Financial Officer	<a href="mailto:lwhite@bryanshouse.org">lwhite@bryanshouse.org</a>							
		3	Yessenia Ramirez	Operations Director	<a href="mailto:yramirez@bryanshouse.org">yramirez@bryanshouse.org</a>							
		4	Marilyn Quinones	Social Services Director	<a href="mailto:marilynquinones@bryanshouse.org">marilynquinones@bryanshouse.org</a>							
10	Resource Center of Dallas (RCD)	1	CC Cox	Chief Executive Officer	<a href="mailto:ccox@myresourcecenter.org">ccox@myresourcecenter.org</a>	2701 Reagan St.	Dallas	75219	214.528.0144	214.522.4604		
		2	Dave Hesse	Chief Financial Officer	<a href="mailto:dhesse@myresourcecenter.org">dhesse@myresourcecenter.org</a>							
		3	Marisa Elliott	Chief Operating Officer	<a href="mailto:melliott@myresourcecenter.org">melliott@myresourcecenter.org</a>							
		4	Del Wilson	Programs Manager	<a href="mailto:delwilson@myresourcecenter.org">delwilson@myresourcecenter.org</a>							
11	Your Health Clinic - Callie Clinic	1	Gwynne Palmore	Chief Executive Officer	<a href="mailto:gwynne.palmore@gmail.com">gwynne.palmore@gmail.com</a>	1521 Baker Rd.	Sherman	75090	903.891.1972	903.892.6093		
		2	Bob Stoolfire	Chief Financial Officer	<a href="mailto:bobstoolfire@gmail.com">bobstoolfire@gmail.com</a>							
		3	Glenn Moreland	Clinical Administrator	<a href="mailto:rglenm@yahoo.com">rglenm@yahoo.com</a>							
		4	Norma Piel-Brown	Compliance Officer	<a href="mailto:norma.pielbrown@callieclinic.org">norma.pielbrown@callieclinic.org</a>							