

**RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA**

**February 12, 2014**

**Minutes**

**COUNCIL MEMBERS PRESENT**

Gregg Gunter, Chair	Jose Raymundo	Maurice Murray	Virginia Franco
Allen Peden	Lionel Hillard, V. Chair	Nell Gaither	J. Michael Cruz
Bryant Porter	Lori Davidson	Robert Compton	Ron Stinson
Demetria Bryan	Louvenia Freeman	Sonny Blake	Helen Goldenberg
Marcos Alcorn	Ben Martinez, V. Chair		

**COUNCIL MEMBERS ABSENT**

Joyce Tapley	Kendall Richardson
Gary Benecke	Stacie Greskowiak

**RWPC STAFF PRESENT**

Crystal Flores	RWPC Manager	Alexis Hunter	Coordinator	Andrew Wilson	Planner
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**GRANTS MANAGEMENT STAFF PRESENT**

Glenda Blackmon-Johnson, Program Monitor	Angi Jones, Quality Assurance Advisor
Shibu Sam, Program Monitor	Dindi Matthews, Health Advisor
	Lynn Smith Clay, GMO

**OTHERS PRESENT**

Jennifer Hurn, RCD,	Tony Lakash, Legal Hospice	Paula Witherspoon
John Carlo, AIDS Arms Inc.	David Thomas, Open Arms, Inc	Robert Baxter
Steven Pace AIN	Melissa Grove, Legacy	
Sylvia Moreno, DCHD/Parkland	Bret Camp, AHF	

- I. Call to Order:** Chair Gregg Gunter called the meeting to order at 9:01 A.M.
- II. Certification of Quorum:** Quorum was established and certified by Chair Gregg Gunter.
- III. Introductions/Announcements:**
  - a.** Chair Gregg Gunter welcomed special guests Judge Clay Jenkins, CEO and Lauren, Judge Clay Jenkins' Chief of Staff to the RWPC Meeting and thanked him for his attendance. Judge Jenkins commended the RWPC for working towards the 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. He briefly discussed the Affordable Care Act in relation to Ryan White. Judge Jenkins expressed his support of the RWPC. He committed to welcoming any information on behalf of the RWPC and complimented the staff and service providers.
  - b.** The Chair reminded everyone to turn off/silent pagers and/or cell phones for the duration of the meeting and to limit texting. If a phone call needed to be placed, he asked that it is done outside of the room. He asked everyone to not use acronyms and to state their name as well as affiliate when commenting during the meeting. He asked all committee members to notify the office of support if they would not be able to attend the RWPC meetings or subcommittee meetings because attendance is imperative. The Chair announced Alexis Hunter, RWPC Coordinator and Andrew Wilson, RWPC Planner as the new staff members. He then informed everyone that the FY 2013 Needs Assessment Draft will be presented on February 19, 2014 at 9A.M. during the Planning and Priorities Committee Meeting. The final presentation will be after the March RWPC Committee Meeting. He encouraged everyone to attend a webinar that is hosted by the Office of Support on February 13, 2014 at 11:00 A.M.-12:30 P.M. in the Hickman Conference Room entitled, "The ACA Marketplace & Ryan White for Non-Medicaid Expansion States." The Chair notified members to complete the Membership Update packet and submit to the Office of Support. Lastly, the Chair announced that the RWPC newsletter will be complete and published by February 28, 2014.
  - c.** Jennifer Hurn, Resource Center announced that they are no longer in the position to accept new enrollees into the insurance assistance program due to funding exhaustion. This change

is effective immediately. The Resource Center is hopeful in assisting clients with enrolling in insurance through the ACA marketplace.

- d. Marcos Alcorn, Texas Oklahoma AETC announced that the oral health/dental symposium program is scheduled for February 14, 2014 in Fort Worth at the Public Health Department from 9:00 A.M.-5:00 P.M. The program has approximately 80 registrants and 20 health provider vacancies. He also announced a partnership with the American Academy of HIV/AIDS of Medicine to host a health care reform training for providers, which will be held on February 26, 2014 from 5:30 P.M.-9:30 P.M. at the Magnolia Hotel. This event is entitled, "The Affordable Care Act and Future for Ryan White Providers and Allied Healthcare Workers." The event will be a face-to-face event as well as a broadcasted event. Marcos also announced that AETC expects to host an all-day webinar conference for National Native American HIV/AIDS Awareness Day on March 28, 2014.
- e. Norma Piel-Brown, Parkland announced Janet Foster as the newest case management manager that has joined her team.
- f. Melissa Grove, Legacy Counseling Center announced that they will be hosting an event entitled "Housing 101" on March 28, 2014. For more information, visit [legacycounseling.org](http://legacycounseling.org) or contact Aretha Beckett, by phone at 214-520-6308 ext. 340 or by email at [aretha@legacycounseling.org](mailto:aretha@legacycounseling.org). She also announced that the Legacy Grace Project Women's Conference has 50 available registration vacancies. Interested parties can visit online at [legacygraceproject.org](http://legacygraceproject.org). This will be a three day conference at the Westin Hotel. On the website, there are applications for scholarships available for North Texas women and across the nation.
- g. Bret Camp with AIDS Healthcare Foundation announced the "AIDS is a Civil Right" series of town hall meetings. The town hall is focused on engaging the faith-based communities and HIV Prevention and Care Issues on February 22, 2014 from 6:00 P.M.-9:00 P.M. The guest speaker is Reverend Al Sharpton and Dwaine Caraway as special guest. The event will be held at the Agape Temple AME Church.
- h. Ben Martinez, Vice Chair announced that Parkland HIV Services Consumer Advisory Board is having an open house on February 13, 2014 from 4:00 PM to 7:00 PM at Amelia Court. HIV testing will be provided.
- i. Helen Goldenberg announced that the Afiya Center will also be sponsoring an event entitled, "End with Red" AIDS solidarity walk on March 8, 2014 at Lake Cliff/Colorado Park from 8:00 A.M.-3:00 P.M.
- j. J. Michael Cruz, The Resource Center announced that on Friday, February 14, 2014 from 8:00 P.M.-11:00 P.M., the Illum is hosting a "Hearts Party." The fundraiser for this event will benefit the Youth First Program and the Needle Stick Project.

**IV. Approval of the January 15, 2014 Minutes:**

*Lionel Hillard made a motion to accept the Planning Council minutes as amended. Sonny Blake seconded the motion, the motion passed with two abstentions. Discussion: Chair Gregg Gunter stated that his last name is misspelled on agenda item 3c.*

**V. Administrative Agency (AA) Report:**

Lynn Smith-Clay, Grants Management Officer announced that the AA has received the FY 2014 Part A/MAI Notice of Grant Award (NGA). However, the award given is a partial Part A formula and MAI award and it is 23.3% less than the partial amount that was received last year. At this point, there is no information on when the AA will receive the Part A supplemental or additional formula award. The RFP will tentatively be distributed in about a couple of weeks to providers. She announced to the providers that FY 2014 will be the last renewal, and the following year will be a competing grant year. The Program Monitors (PM) will continue to stay in contact with the providers to enhance communication, which is important during policy/procedure creation and revision. The monitoring schedule for 2013 has begun. Because of the reorganization of the QM Program, the QM team will be monitoring differently from the past and not accompanying on site visits. Now, the QM team functions as a collaborative mentor by appropriately assisting in the development of agency outcome measures. The AA's deadline to complete the Ryan White

Services Report (RSR) is March 24, 2014. However, due to problems with generating the proper reports from the RSR through the state, the AA will not be able to upload until those problems are corrected. Additionally, ARIES, the client database, will be down between February 12, 2014 and February 13, 2014. Thomas Reed, Data Analyst will be contacting the providers after the aforementioned problems are resolved to schedule an appointment to complete the RSR.

**VI. Committee Reports:**

**A. Executive/Nominations Committee (Chair Gregg Gunter):**

- I. Executive Committee met on February 3, 2014. Quorum was established and past minutes were accepted. Crystal Flores reported potential attendance issues and the committee agreed to continue to encourage correspondence between the staff and members that will be absent prior to the meeting time. HRSA requires planning councils to have 33% non-conflicted consumers on the council, currently we are at 24%. Committee reports were given. The Chair briefly discussed the Leadership Training that was held on January 24, 2014 to discuss leadership, bylaws, and the decorum of Robert's rules of order as it applies to the RWPC with chairs and vice chairs of subcommittees.
- II. The Nominations Committee met on February 3, 2014. Quorum was established and past minutes were accepted. The Committee forwarded a recommendation for Paula Witherspoon for a seat on the RWPC. Also, the Committee forwarded a recommendation for Tom Emanuele for a seat on the RWPC. The Judge should be forthcoming with the approval soon. In regards to the Nominations Committee Report, Ron Stinson asserted his concern about the adherence of the membership bylaws, which pertain to a Chairperson's participation on the RWPC.

**B. Allocations Committee (Lionel Hillard):**

- I. On January 2, 2014, the AA reallocated \$393,000, per the Allocations Committee's recommendation, to place back into services, and the contracts should be finalized on February 11, 2014 to allow providers to start billing towards these reallocated funds after approval through Commissioner's Court. The Allocations Committee met on January 27, 2014 at 5:00 P.M. Quorum was established. The Committee discussed and voted on giving the AA the authority to have the discretion to utilize unexpended FY 2013 Part A funds up to the amount of \$1,000,000 and FY 2013 MAI funds to the amount of \$500,000 among any of the medical core services and under non-core services, case management only. The meeting was adjourned.
- II. In regards to the Allocations Committee Recommendation, Ben Martinez, Vice Chairperson expressed his concern regarding the allocation process. He indicated that he feels that the RWPC is being penalized because they were short in staff. He announced his strong opposition of the last reallocation made in January 2014 during an emergency meeting as well as the current Recommendation that gives the AA the authority to have discretion to utilize unexpended FY 2013 Part A funds up to the amount of \$1,000,000 and FY 2013 MAI funds to the amount of \$500,000 among any of the medical core services and under non-core services, case management only. Lionel Hillard, Vice Chairperson reminded everyone that members are welcome to the subcommittee meetings to voice concerns/opinions as audience participants.

*Robert Compton moved to accept the recommendation presented by the Allocations Committee. Lori Davidson seconded the motion. The motion passed with 5 abstentions.*

**C. Evaluation Committee (Bryant Porter):**

- I. The Evaluation Committee meeting was held on January 28, 2014 at 3:00P.M. Quorum was established. The Committee was updated by the QM staff about where the process stands regarding an action plan collaborative with the providers, who are receiving funding, to ensure that the quality indicators are being met. The committee discussed the Comprehensive Plan Goal I Objective III: the transportation, housing, and dental collaboration with non-Ryan White providers. They also reviewed Goal 6 Objective III: the current programs and best practices that are in place from providers that are currently addressing cultural competency training within their agency. The meeting was

adjourned.

II. In regards to the Evaluation's Committee Report, Ron Stinson asserted his opposition of approving the draft Evaluation Committee minutes. Gregg Gunter, Chair announced the application mistake. Ron Stinson made a motion to consider the meeting that occurred on January 28, 2014 due to possible membership bylaw illegality at the next Evaluation Committee Meeting which will be held on February 25, 2014. The Chair decided to not entertain the motion after accepting the advice from Past-Chairperson, John Carlo who stated that the Chair has the authority to or not to entertain a motion also because the Evaluation Committee will already be reviewing the minutes prior to next month's meeting.

**D. Planning and Priorities Committee (Sonny Blake):**

The Planning and Priorities Committee meeting was held on Wednesday January 22, 2014 at 9:00 A.M. They discussed the Needs Assessment update and the 2013 Comprehensive Plan with the goal and objective of linkage to care: best practices of training. Additionally, they discussed the 2015 Priority Process Setting. The RWPC staff will be working with the AA to accumulate information for the Committee for the priority setting process. The consultant will present a final report of the Needs Assessment after the March Planning Council meeting based on a tabulation of survey results. The meeting was adjourned.

**E. Consumer Council Committee (Helen Goldenberg):**

The CCC met on January 30, 2014 12:00 P.M. Quorum was established. The Committee discussed and continued to fill out the 2014 Goals and Objectives and highlighted that a social media presence should be a priority to recruit and retain members. There was a discussion on how to target and engage various population groups such as the youth. The Committee began to discuss potential forum topics based upon consumers, providers, and past successful recommendations. The first forum of the year is tentatively scheduled for April 2014 and will be focused on accessing community resources. The meeting was adjourned.

**VII. HIV Service Providers Council (SPC) Report:** Lori Davidson announced that the council did not meet this month.

**VIII. Adjournment:** The meeting was adjourned at 10:36 A.M.

*Submitted by:*

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Alexis D. Hunter, RWPC Coordinator

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Date

*Draft Certified by:*

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Crystal Flores, RWPC Manager

\_\_\_\_\_  
Date

*Final Approval by:*

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**Gregg Gunter, CHAIRPERSON**  
**Ben Martinez, VICE CHAIRPERSON**  
**Lionel Hillard, VICE CHAIRPERSON**

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Date

NEXT SCHEDULED MEETING

Wednesday, March 12, 2014 9:00 A.M.  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX