

**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: Wednesday, September 2, 2020

Re: Meeting Announcement

Please note that there will be a:

Ryan White Planning Council Meeting
Wednesday, September 9, 2020, 9:00 a.m.
2377 N. Stemmons Freeway, Hickman Conference Room, Second Floor
Dallas County Health and Human Services Building
Dallas, Texas 75207

Attached, please find the meeting packet for your review. **Please remember to bring this mailer with you to the meeting since limited additional copies will be available. We appreciate your help in utilizing our resources wisely.**

If you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1857 (Glenda.blackmonjohnson@dallascounty.org), on or before Tuesday, September 8, 2020, Otherwise, we look forward to seeing you at the next meeting.

cc: Philip Huang, MD, MPH, Director
Dallas County Judge's Office
Sonya M. Hughes, Assistant Director
Vacant, Grants Management Officer
Wanda Scott, Grants Manager
Glenda Blackmon-Johnson, RWPC Manager
Carla Jackson, Program Monitor
David Kim, Program Monitor
Oscar Salinas, Quality Assurance Administrator
Angela Jones, Quality Assurance Advisor
Regina Waits, Health Advisor
Justin M. Henry, RWPC Health Planner
Vacant, RWPC Coordinator
Building Security

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

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

AGENDA

Wednesday, September 9, 2020
9:00 a.m.

- | | | |
|-------|--|--|
| I. | Call to Order | John Dornheim or Auntjuan Wiley |
| II. | Certification of Quorum | John Dornheim or Auntjuan Wiley |
| III. | Introduction/Announcements | John Dornheim or Auntjuan Wiley |
| IV. | Approval of the August 12, 2020 Minutes | Action Item |
| V. | Administrative Agency Report <ul style="list-style-type: none">• AA Updates | Representative from Administrative Agency |
| VI. | Committee Meeting Update: | |
| | a. Executive Committee | John Dornheim or Auntjuan Wiley |
| | b. Needs Assessment Committee | Christopher Webb or Karin Petties |
| | c. Planning and Priorities Committee | Robert Lynn |
| | • Approve the FY 2021 Service Priority Ranking Recommendation | Action Item |
| | d. Allocations Committee | Kelly Richter or James Wright or John Dornheim or Auntjuan Wiley |
| | • Approve the Recommendation to Endorse FY 20-21 Part A/MAI/Part B State Services/Rebate Services Allocations based on Actual Award | Action Item |
| | • Approve the FY 2021 Priority Service Resource Allocation Recommendations | Action Item |
| | e. Evaluation Committee | Pamela Green or Del Wilson |
| | • Approve the FY 2019 Evaluation of the Administrative Mechanism Recommendation | Action Item |
| | f. Consumer Council Committee | Auntjuan Wiley or Donna Wilson |
| VII. | Approve the FY 2020 Letter of Concurrence from the Chair | Action Item |
| VIII. | New Business | |
| IX. | Adjournment | John Dornheim or Auntjuan Wiley |

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

NEXT SCHEDULED MEETING

Wednesday, October 14, 2020 9:00 AM

Will be held via TELE-CONFERENCE

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

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

August 12, 2020

Meeting Minutes

COUNCIL MEMBERS PRESENT

Auntjuan Wiley, Vice Chair	Lori Davidson	Yolanda Jones
Del Wilson	John Dornheim, Chair	Robert Lynn
Donna Wilson	Helen Zimba	Pamela J. Green, RN
Christopher Webb	Jonathan Thorne	Darius Ahmadi
Karin Petties	Robert L McGee II	Julie Jackson

COUNCIL MEMBERS ABSENT

Phillip Scheldt	Jacobi Hunter-Wright	Leonardo Zea
James Wright	Korey Willis	Alexander Deets
Laticcia M. Riggins	Venton C. Hill-Jones	Kelly Richter

RWPC STAFF PRESENT

Justin M. Henry, RWPC Planner	Glenda Blackmon-Johnson, RWPC Manager
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DALLAS COUNTY ADMINISTRATION STAFF PRESENT

Mary Kate Bevel, City of Dallas

GRANTS MANAGEMENT STAFF PRESENT

Sonya M. Hughes, Assistant Director;	Kofi Bissah, ADAP Coordinator
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OTHERS PRESENT

Justin Vander, Prism	Joni Wysocki, AIN Inc.	Hosea Crowell, AIN Inc.
Melissa Grove, Legacy Counseling Center	Lionel Hillard	Stacy Rowe
Helen E Turner	Trenise Foster, ViiV	Miranda Grant, AIN Inc.
Jonathan Cowans, AHF	Donald Thomas, Collinville Pharmacy	Dwight Harry, ASD
Annie Sawyer-Williams		

I. Call to Order: John Dornheim, RWPC Chair opened the meeting at 9:05 and called the meeting to order at 9:20 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:

- a. Pam Green announced Prism Health's participation with a COVID-19 vaccine Study open for people with HIV. A double blind study; 250 participant capacity. Interested parties may contact Pam directly or Lauren Rogers 972-807-7370.
- b. Del Wilson announced Resource Center Dallas, the lunch program reopened Monday through Thursday ***not*** on Friday; from 9:00 am-11:00 am the TO-GO breakfast selection will be available; from 11:00 am - 1:00 pm the TO-GO lunch selection will be available; the Food Pantry at Regan & Brown remains open one day a week. The LGBT Health Clinic opened 1 year ago, now offers Outpatient Medical Care services to individuals living with HIV; for service referrals contact Gary Benecke at the Health campus.
- c. Auntjuan Wiley announced the Wellness Round Table will be held virtually every 3rd Thursday at 11:00 am of the month. The African American MSM Support Group meets virtually, Thursday 8/13/2020 at 7:00 pm. please contact Auntjuan directly for service referrals. The National Strength Conference will be held November 5-8 at the Dallas Marriot Suites on 35; scholarships are preferred.
- d. Kofi Bissah introduced himself as the ADAP Coordinator with the Administrative Agency.
- e. Karin Petties announced Prism Health's 5-year State sponsorship for the Free World Bound program that works with all prison across the state of Texas to do pre-release planning. The Kwanzaa Fest will not be held (*for what would have been the 30th anniversary*) due to COVID-19. The local Fast Track committee meeting will be held on August 18th at 6:00 pm; to obtain a copy of the Dr. Huang's Meeting Notice contact Karin directly.
- f. Donald Thomas, a pharmacist, introduced himself and association with the Collinsville Pharmacy and the Loop 12 Pharmacy. The pharmacy offers free delivery, concierge service, and has been accepted to the THMP; contracted with major insurance; offer face masks and hand sanitizers.
- g. Helen Turner, community advocate, announced that Dallas County has set up the Contact Tracing program; the state is partnering with HOPWA regarding the housing problems.

IV. Office of Support: John Dornheim, RWPC Chair presented the virtual meeting room etiquette & Planning Council Announcements:

- If anyone needs to leave the meeting will be called for a recess.
- If acronyms are used, please explain what it means.
- Members were reminded of the importance of establishing quorum and attending committee meetings; members who do not receive quorum emails should contact the Office of Support.
- Members and guests, please identify your agency association before you speak or make an announcement(s).
- The 2020 National Ryan White Conference Virtual underway 8/11-14-2020, Clinical conference: 8/9-12/2020
- Dallas County Contact details for Emergency Housing Assistance EHAP www.dallascounty.org/EHAP;
- Comprehensive Energy Assistance for utility assistance (CEAP - 214-819-1848).
- COVID-19 Update may be found on the Dallas County website.
- HRSA Funding Opportunity was released June 11, 2020; the Application is due October 7, 2020.
- Due to COVID-19, all RWPC and standing committees meetings will continue via teleconference. Until further notice.
- Membership reflectiveness, with 24 of the 33 seats filled; representation from the Hispanic community; Youth and Transgender is needed to reflect the community.
- The RWPC is still seeking women of color/Transgender/Youth/Hispanic/Native American representation for Planning Council membership and currently, there are two mandated seats to be a filled: Medicaid and someone recently released from incarceration or a parole officer. If you know someone, please forward his or her contact information to the Office of Support staff.

V. Approval of the July 8, 2020 Minutes: Pam Green *motioned to accept the minutes as written. Robert Lynn seconded the motion. The motion passed.*

VI. Administrative Agency Report Sonya Hughes announced:

1. The finalized version of the FY 2020 Standards of Care has been shared with stakeholders.
2. All Allocations for all the awards received has been briefed in court.
3. The fiscal team has been working with the DA for Sub-recipient amendments.
4. The assignment of the new HRSA Project Officer: Lieutenant Commander, Jonathan Tinner. Michael Carrigan was promoted to branch chief roles.
5. She thanked the council for the updated letter of endorsement worked on by the Allocations committee.
6. The EHE program has 3 recently hired peer navigators; other positions should be posted August 17, 2020.
7. Dallas County was awarded 2 million dollars from the State, as well as for the Prevention grant.

VII. Committee Reports:

- A. Executive Committee:** John Dornheim, RWPC Chair, reported the committee met on August 5th and established quorum. The Ryan White Conference is underway this week. The committee looked at voting on the service category ranking and discovered one item was in the wrong category. The committee sent the task back to the committee for a do over. John discussed the voting concerns. Glenda Blackmon Johnson announced that all members of the CCC and P&P members would receive the new ballot and will be provided the opportunity to vote again. Justin would send the ballots via email as he did previously. John urged everyone to participate.
- B. Needs Assessment Committee:** Christopher Webb, Chair, announced that the committee met on 7/21/2020; introduced an online curriculum; Spoke and rendered comments regarding African America women and Transgender women. Shirley Rivers provided updates regarding the ending the epidemic efforts; Carter Brown, CEO of Black Transmit International; the committee will focus on Latino and Transgender recruitment. He announced the committee will meet again on Tuesday, August 18 at 2:00 pm and extended an invitation for everyone to attend.
- C. Planning & Priorities Committee:** Robert Lynn, Chair, reported the committee met three times: July 15th, the 22nd and on the 29th established quorum. Two meeting revolved are service category ranking. The 3rd meeting debriefed the committee regarding the rankings. The executive committee sent the finished document back to the P&P committee for a re-vote. Robert requested that all the material be emailed out and returned back to the committee in time for the vote. Justin informed the members that the ballots will go out all voting personnel today. Glenda reminded members regarding the conflict of interest for those employed with funded providers.

- D. Allocations Committee:** John Dornheim, Chair, reported that the committee met on 7/27/2020. The committee submitted two Recommendations to the Executive Committee. GBJ mentioned the recommendations were removed from the agenda because the neither Chair nor Vice Chair was present at the Executive Committee meeting on 8/05/2020.
- E. Evaluation Committee:** Pamela Green, RN, Chair reported the committee met on July 28th and established quorum. The floor was opened for announcements and Office of Support provided the representation and reflectiveness update 4 seats are available. Justin provided an overview of the CQM work evaluating service categories and viral suppression. Karin presented information regarding past questionnaires; the evaluation and needs assessment committees will collaboration on the project. The committee will conduct its evaluation of the administrative mechanism them start a draft of the questionnaire development process at the next meeting. The committee is on track with its goals for 2020. The committee's next meeting is July 28, 2020.
- F. Consumer Council Committee:** Auntjuan Wiley, Chair, reported the committee met on July 23rd and concluded review of the trainings. Justin conducted the Priority Setting Process training with those present. The next meeting will be on August 27th.

VIII. New Business: Trenise Foster with ViiV healthcare introduced herself.

IX. Adjournment: Robert Lynn *motioned to adjourn. Auntjuan Wiley seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:26 a.m.*

Drafted by:

GBJ RWPC Manager/Justin Henry RWPC Planner

Date

Certified by:

GBJ RWPC Manager/Justin Henry RWPC Planner

Date

Final Approval by:

John Dornheim, Chairperson
Auntjuan Wiley, Vice Chair
Vacant, Vice Chair

Date

Due to COVID-19 Until Further Notice

NEXT SCHEDULED MEETING

Wednesday, September 9, 2020, 9:00 a.m.

Will be held via Tele-Conference

Hickman Conference Room, 2nd floor

Dallas County Health and Human Services Building

2377 N. Stemmons Freeway, Dallas, TX 75207

EXECUTIVE COMMITTEE MEETING		
September 1, 2020		
Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.		
MEMBERS PRESENT		
John Dornheim, RWPC, Chair	Auntjuan Wiley, RWPC Vice-Chair, CCC Chair	
Robert Lynn, P&P Chair	Karin Petties, Needs Assessment, Vice Chair	
Pamela Green, RN, Evaluation Chair	Christopher Webb, Needs Assessment, Chair	
Donna Wilson, CCC Vice-Chair		
MEMBERS ABSENT		
Del Wilson, Evaluation Vice-Chair	Kelly Richter, Allocations Chair	James Wright, Allocations Vice-Chair
RWPC STAFF PRESENT		
Justin M. Henry, RWPC Planner	Glenda Blackmon-Johnson, RWPC Manager	
GRANTS MANAGEMENT STAFF PRESENT		
Sonya Hughes, Grants Director,	David Kim, Program Monitor	
OTHERS PRESENT		
Traswell Livingston	Joni Wysocki, AIN Inc.	Kellie Norcott, PHHS
Matthew Heim		

- 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:** NA
- IV. **Approval of August 5, 2020 Minutes:** *Pam Green motioned to approve the minutes as written. Robert Lynn seconded the motion. The motion passed with one abstention.*
- V. **Office of Support:** Glenda Blackmon-Johnson reported the RWPC membership, 33 seats 24 filled. 50% of the membership is nonaligned consumers. Three mandatory seat categories: State Medicare/Medicaid; recently incarcerated; and federally recognized Indian Tribes. Discussed the standing committee seat status.
- VI. **Leadership Report:** John presented the following announcements:
 - Go-to-Meeting planform housekeeping rules.
 - Comprehensive Energy Assistance Program – 214-819-1848
 - Dallas County-Emergency Housing Assistance Program – EHAP is open.
- VII. **Administrative Agency Report:** Sonya Hughes announced there was a call today with the State. She spoke to Shelly Lucas and Janina Vasquez. The State will not be releasing the FY 2019 Data due to Electronic Laboratory Report problems and incompleteness of the data sets. The 2018 Data will be used in the FY 2020-2021 HRSA Application. AA continues to work on Contract Amendments and to conduct Technical Assistance call with the Sub-recipients. A meeting is schedule 9/3/2020 to discuss Virtual Monitoring with Sub-recipients. A question was posed regarding the Prevention funding cuts and whether or not those cuts impact services.

VIII. Committee Reports:

- a. **Needs Assessment:** Christopher Webb, Chair reported the committee met on August 18, 2020. Discuss the needs assessment chart. The needs included stigma, MSM and the Trans- population. Shirley Rivers offered to support the committee's project. The committee discussed tool-kits from AETC.
- b. **Planning & Priorities:** Robert Lynn, Chair, reported the committee met August 19, 2020 and established quorum. The discussion included vision care. The committee passed a motion to forward to the Executive committee to forward to the RWPC for the final approval of the FY 2021 Service Priority Ranking Recommendations for Part A, MAI, Part B State Services and Rebate. Robert Lynn made the motion to forward the **FY 2021 Service Priority Ranking Recommendations to the RWPC for final approval.** Chris Webb seconded the motion. There were two abstentions, the motioned passed. The next meeting will be held on 9/16/2020 at 9:00 am.
- c. **Allocations Committee:** John Dornheim made a motion to forward the Recommendation to **Endorse the FY 20-21 Part A/MAI/Part B/State Services/Rebate allocations based on the actual award** to the RWPC for approval. Chris Webb seconded the motion. There were 2 abstentions. The motion passed. John Dornheim made a motion to forward the **FY 2021 Priority Service Resource Allocation Recommendations** to the RWPC for approval. Rob Lynn seconded the motion. There were 2 abstentions. The motion passed.
- d. **Evaluation Committee:** Pamela Green RN, Chair, reported the committee met on August 25, 2020 and did not established quorum. The committee had an emergency meeting on 9/1/2020. She added that the consumer questionnaire is on hold and will be the topic of discussion at the next meeting. She thanked all members for their participation. Pamela Green RN, Chair read each Recommendation, then made a motion to forward the **FY 2019 Evaluation of the Administrative Mechanism Recommendations** to the RWPC for approval to submit to the Administrative Agency. Rob Lynn seconded the motion. The motion passed.
- e. **Consumer Council Committee:** Justin Henry, RWPC Planner reported the committee met on August 27, 2020 and did not establish quorum. Further he reported that the committee received a presentation from Justin M. Henry, RWPC Planner regarding the outcome of the PRSA vote outcome and ranking of the Core and Supportive Services for the FY 2021 Program year.

IX. **Approval of the September 9, 2020, RWPC Agenda:** *John Dornheim opened the floor for a motion to accept the agenda. Pam Green RN made a motion to approve the September 9, 2020 RWPC meeting agenda. Chris Webb seconded the motion. The motion passed.*

X. **Approval to forward the FY 2020 Letter of Concurrence from the RWPC Chair to the RWPC** *John Dornheim opened the floor for a motion to forward the FY 2020 Letter of Concurrence to the RWPC for final approval. Rob Lynn made a motion to approve the letter. Chris Webb seconded the motion. One abstention. The motion passed.*

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

XII. **Adjournment:** Rob Lynn made a motion to adjourn. Chris Webb seconded the motion. The motion passed unanimously.

The meeting was adjourned at 3:05 p.m.

Submitted by:

Glenda Blackmon Johnson, RWPC Manager

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

John Dornheim, Chair
Auntjuan Wiley, Vice Chair
Vacant, Vice Chair

Date

Due to COVID-19
Until Further Notice
NEXT SCHEDULED MEETING
Wednesday, October 7, 2020 @ 2:00 PM
Will be held via TELE-Conference
Dallas County Health and Human Services Building

Needs Assessment Committee

Tuesday, August 18, 2020 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

Lionel Hillard	John Dornheim	Helen E. Turner
Christopher Webb, Chair	Hosea Crowell	Shirley Rivers
Karin Petties, Vice Chair		

MEMBERS ABSENT

Kendra Tevis	Gary Benecke	Amanda S. Evans M.D.
Donna Wilson	Jacobi Hunter-Wright	Linda Freeman

RWPC STAFF PRESENT

Justin M. Henry, RWPC Planner	Glenda Blackmon-Johnson, RWPC Manager
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GRANTS MANAGEMENT STAFF PRESENT

David Kim, Program Monitor

OTHERS PRESENT

Miranda Grant, AIN	Dwight Harry, ASD	Chrissy Gilliam, DCHHS EHE
Latonjala Moffat	Dominick Taylor, DCHHS EHE	Pamela Green, Prism Health
Donaija Moore, DCHHS EHE	Phannie	Kellie Norcott, PHHS

- I. **Call to Order:** Christopher Webb, Needs Assessment Chair, opened the meeting at 2:08 p.m.
- II. **Certification of Quorum:** Quorum was established by Christopher Webb and certified by Glenda Blackmon Johnson, RWPC Manager.
 - a. GoToMeeting-Housekeeping rules:
 - Mute volume unless speaking
 - Vote in the chat box for recording keeping
 - Identify yourself before speaking
- III. **Introductions/Announcements:**
 - a. Fast Track Cities Meeting reconvened at 6:00 on 8/18/2020 on the Microsoft Teams platform.
 - b. Thursday August 20, 2020 the Southern AIDS Coalition to host the Southern HIV Awareness day. See the Texas Syndicate website for more information.
- IV. **Approval of July 21, 2020 Meeting Minutes:** *The motion to approve the Needs Assessment Committee minutes was made by Lionel Hillard; seconded by Hosea Crowell. The motion passed unanimously.*
- V. **Office of Support:** No change with the Needs Assessment Committee membership = 12 members and 13 vacancies; RWPC membership =24 members and 50% non-aligned members. Donna Wilson submitted a formal leave request.
- VI. **Needs Assessment Recommendation Chart Review and Update:** Karin Petties, vice chair conducted a formal reintroduction of the Needs Assessment Committee's updated Chart that they work with to track ongoing recommendations and actions taken responding to the 2020 Comprehensive Needs Assessment. The Chart serves as a living document to develop goals and to track accomplishments; also to gauge priority focus on needs. She highlighted the columns titles, the 2019 concerns and excerpts from the 2019 Needs Assessment Report that were formulated into action steps and recommendations which include Stigma, MSM and Trans populations, categories in which the entities were funded and notation of interest with the transgender and youth populations; specified leads for the projects; Karin made a request for members to review the criteria within the chart and to bring their thoughts and

Needs Assessment Committee Meeting

U:\Coordinator-a\Needs Assessment\8.18.2020

recommendations back to the next committee meeting for further discussion and to discuss ways to incorporate modifications to the chart. It was suggested to seek participants from Prism Health's Trans-clinic which has recently opened. It was suggested to incorporate COVID-19 recommendations as applicable to the Chart.

- VII. Consumer Leadership Workshop Recommendation to CCC:** Karin Petties, vice chair briefed everyone regarding Houston's the Project LEAP (Learning, Empowerment, Advocacy, and Participation) LEAP program. The curriculum addresses Stigma and there are Took-Kits from AETC for consideration. The committee discussed partnering with the Consumer Council Committee to have ongoing consumer training and conducting forums. She indicated that she will reach out to the program contact for more information.
- VIII. Evaluation Committee Collaboration:** The floor was opened to Pam Green, chair of the evaluation committee, who provided an overview of the evaluation committee's charge and meeting topics. She reported that members have optioned to reach out to the quality management committee to collaborate; she reported that Oscar has participated with several meetings to provide information regarding the qualitative and quantitative data collection and information. The group sought entry level material with which they could build a questionnaire that could go out to all individuals Ryan White and non-Ryan White service recipients and participants. Pam challenged members to think outside the box to determine how to best to improve service and see results.
- IX. Reducing Stigma:** Helen Turner reported that she has been reviewing data as well as performing work with several programs: Living-Out-Loud with Helen Zimba at the AFIYA Center; Texas Black Women's Initiative; Jesse Carter with the Texas Syndicate will host an event on the 24th about social media to include White Papers; she mentioned the GLAD Survey project. Helen mentioned that her work efforts incorporate responsibilities related to Fast Tract Cities, Ending the Epidemic and Texas Syndicate she encouraged everyone to think on the alignment of all the efforts. The group engaged in a lengthy discussion regarding a look a viral loads; it was suggested to try to get questions into any surveys administered by CQM Survey and through MOUs with vision care companies and schools.
- X. Community Conversations – Next Steps:** The chair indicated that the committee is not prepared to address the topics. *African American Women; Transgender.*
- XI. New Business:** Considerations to ask Sonya Hughes to speak to Michael Hager about conducting training for the RWPC. Michael Hager, Hager Health, LLC, a consultant with the Administrative Agency hired to help build capacity.
- XII. Adjournment:** the meeting officially ended at 3:24 p.m. when the committee broke quorum at 3:24.

Submitted by: _____
Glenda Blackmon Johnson, RWPC Manager

Date

Draft Certified by: _____
Justin M. Henry, RWPC Health Planner

Date

Final Approval by: _____
Christopher Webb, Chair/ Karin Petties, Vice Chair

Date

Due to COVID-19; until further notice
NEXT SCHEDULED MEETING
September 15, 2020 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

August 19, 2020 - PRSA Vote Outcome/Recommendation 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.

COUNCIL MEMBERS PRESENT

Robert Lynn, Chair	Woldu Ameneshoa	Korey Willis
Lori Davidson	Christopher Webb	Donna Wilson
Laticcia Riggins	Venton C. Hill-Jones	Robert McGee II

COUNCIL MEMBERS ABSENT

John Dornheim	Helen Zimba
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RWPC STAFF PRESENT

Glenda Blackmon Johnson, RWPC MGR	Justin Henry, RWPC Planner
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GRANTS MANAGEMENT STAFF PRESENT

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

Hosea Crowell, AIN Inc.	Kellie Norcott, PHHS	Helen E. Turner
Joni Wysocki, AIN Inc.	Annie Sawyer-Williams	Miranda Grant, AIN, Inc.

- I. **Call to Order:** Robert Lynn, Planning & Priorities Chair, called the meeting at 9:06 a.m.
- II. **Certification of Quorum:** Quorum was established by Robert Lynn and certified by Justin Henry, RWPC Planner.
 - a. Robert Lynn, chair review the housekeeping rules for the go-to-meeting platform
- III. **Introductions/Announcements:**
 - Southern HIV Awareness Day on 8/20/2020 host by Southern AIDS Coalition. See the websites for information. <https://southernaidscoalition.org/>; <https://txhivsyndicate.org>
 - Kids Protest on 8/22/2020 at 4353 South Hampton Road host by The AFIYA Center. See the website for information. <https://www.theafiyacenter.org>
 - Robert Lynn, Chair extended a gracious “thank you” to committee members for their time, commitment and participation with the additional meeting.
- IV. **Approval of the July 29, 2020 Minutes:** Christopher Webb motioned to approve the minutes. Lori Davidson seconded. The motion passed.
- V. **Review of the Priority Setting Process/Priority Ranking/Vote Outcome:** Mr. Henry thanked all participants for their vote submissions. And, discuss the ballot submission outcome. He illustrated how the CCC committee’s vote was aggregated to the ballot and presented the final outcome for the FY 2021 Priority Ranking of the service categories as follows:

Core Medical Services - Parts A, B, State Services, Rebate FY 2021 Priority Setting Process Final Rankings	Rank 1 - 14
Service Category	FY 2021 Rank
Outpatient Ambulatory/Health Services	2
Oral Health Care	1
Mental Health	4(t)
Medical Case Management	3
AIDS Pharmaceutical Assistance	4(t)

Substance Abuse	7
Health Insurance and Cost Sharing Assistance	6
Early Intervention Services	8
Home and Community Based Health Care	9(t)
Home Health Care	11(t)
Medical Nutrition Therapy	11(t)
Hospice Care	13
AIDS Drug Assistance Program	9(t)

Support Services - Parts A, B, State Services, Rebate FY 2021 Priority Setting Process Final Rankings	Rank 1 - 14
Service Category	FY 2021 Rank
Food Bank	1
Non-Medical Case Management	2
Medical Transportation	4
Emergency Financial Assistance	5
Outreach – Lost to Care	6(t)
Housing	3
Other Professional Services (Legal Services)	He 9
Home Delivered Meals	6 (t)
Health Education/Risk Reduction	8
Respite Care	13
Referral for Health Care	10
Child Care Services	11(t)
Linguistic Services	11(t)

Minority AIDS Initiative (MAI) FY 2021 Priority Setting Process Final Rankings	Rank 1 -5
Core Medical Services	FY 2021 Rank
Outpatient Ambulatory/Health Services	2
Oral Health Care	1
AIDS Pharmaceutical Assistance	3
Medical Case Management	4
Substance Abuse	5
	Rank 1 - 3
Support Services	FY 2021 Rank
Food Bank	1
Non-Medical Case Management	3
Medical Transportation	2

The members and interested parties presented follow up questions.

- VI. **2021 Service Category Priority & Rank Recommendation:** Robert Lynn, Chair opened the floor for a motion to approve and recommend the FY 2021 Service Category Priority Rankings to the executive committee to forward to the planning council for final approval. Donna Wilson made the motion. Korey Willis seconded. The motion passed.
- VII. **Review of the How Best to Meet the Need Recommendation:** Robert Lynn, Chair opened the discussion regarding Vision Care. He indicated that the committee is awaiting information from Sonya Hughes with the AA and John Dornheim is working with another EMA planning council to obtain vision care information. Justin provided an extensive review of *Houston's Vision Care* document which

included the following information: *Service Category Definition- Part A; FY 15 Vision Care Chart Review- January 2017; FY15 Performance Measures Report and How Does HIV Affect the Eye? American Academy of Ophthalmology-March 1, 2017.* The comprehensive document contained a section of the How Best to Meet the Need process which included input from QA committee and a workgroup in collaboration with the P&P committee. Justin Henry explained that in the Dallas EMA Ryan White programming vision care is billed as a subset of Outpatient Ambulatory/Health Services however the end goal will be to develop a stand-alone Vision Care category specific to the Dallas EMA.

- VIII. **New Business:** Justin announced that Susan Wolf has sent the final copy of the 2019 Needs Assessment Report and has made request for feedback from stakeholder and interested parties.
- IX. **Adjournment:** Donna Wilson *to adjourn.* Christopher Webb *seconded the motion. The motion passed unanimously.*

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

Submitted by:

Glenda Blackmon Johnson, RWPC Manager

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Robert Lynn, Chair
Vacant, Vice Chair

Date

Due to COVID-19
Until Further Notice

NEXT SCHEDULED MEETING
Wednesday, September 16, 2020, 9:00 a.m.
[Will be held via TELE-CONFERENCE](#)
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX

FY 2021 Priority Setting Process Final Rankings

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA PLANNING AND PRIORITIES COMMITTEE 2021 PRIORITY SETTING AND RESOURCE ALLOCATION RYAN WHITE EXECUTIVE COMMITTEE

1. Background

According to Health Resource and Services Administration (HRSA) guidance from the Part A Manual and Priority Setting and Resource Allocation Technical Assistance Manual, a documented decision-making process for priority setting is essential.

Members of the Planning and Priorities Committee and Consumer Council Committee were provided with a presentation on the methodology for ranking service categories, as well as the annual priority-setting process guide that contained the most recent epidemiological, needs assessment, client utilization, and fiscal year expenditure data as well as the HIV Care Continuum and past service category rankings.

2. Rationale

The Planning & Priorities Committee decided to use the Nominal Group Process Method in setting the priorities for FY 2021. The decision-making process will consist of the Planning & Priorities Committee & the Consumer Council Committee members assimilating the data in the Priority Setting Process Guide and individually assigning each service category a number for Part A, Part B, State Services, and State Rebate (1-13 for core medical services, 1-13 for support services) and Minority AIDS Initiative (MAI) (1-5 for core medical services, 1-3 for support services) which will represent their individual rankings of the service categories.

The Consumer Council Committee and the Planning & Priorities Committee met in a joint meeting in July 2020 and submitted their ballots electronically. The Consumer Council Committee aggregated their individual scores into a single score/ballot which was included in the Planning & Priorities Committee submissions. The Planning and Priorities Committee submitted their individual ballots to arrive at a final average of all the rankings for each of the service categories.

3. Recommendation

Ryan White Planning Council approves the attached FY 2021 priority rankings for the Dallas Planning Area (DPA).

Planning & Priorities Committee

Chair, Robert Lynn

Date

Executive Committee

Chair, John Dornheim, or Vice-Chair, Auntjuan Wiley

Date

Ryan Planning Council

Chair, John Dornheim, or Vice-Chair, Auntjuan Wiley

Date

Statement of Conflict: (Planning Council) Conflicted members are those providing service in the following categories: **All ranked services.**

FY 2021 Priority Setting Process Final Rankings

FY 2021 Priority Setting Process Final Rankings	Rank 1 - 13
Core Medical Services - Part A, Part B, State Services, State Rebate	FY 2021 Rank
Outpatient/Ambulatory Health Services	2
Oral Health Care	1
Medical Case Management	3
AIDS Pharmaceutical Assistance	4(t)
Mental Health	4(t)
Early Intervention Services	8
Substance Abuse	7
Health Insurance and Cost Sharing Assistance	6
Home and Community Based Health Care	9(t)
Home Health Care	11(t)
Medical Nutrition Therapy	11(t)
Hospice Care	13
AIDS Drug Assistance Program	9(t)

Planning & Priorities Committee

Chair, Robert Lynn

 Date

Executive Committee

Chair, John Dornheim, or Vice-Chair, Auntjuan Wiley

 Date

Ryan Planning Council

Chair, John Dornheim, or Vice-Chair, Auntjuan Wiley

 Date

Statement of Conflict: (Planning Council) Conflicted members are those providing service in the following categories: **All ranked services.**

FY 2021 Priority Setting Process Final Rankings

FY 2021 Priority Setting Process Final Rankings	Rank 1 - 13
Support Services - Part A, Part B, State Services, State Rebate	FY 2021 Rank
Food Bank	1
Non-Medical Case Management*	2
Outreach – Lost to Care	6(t)
Medical Transportation	4
Home Delivered Meals	6(t)
Housing	3
Emergency Financial Assistance	5
Other Professional Services (Legal Services)	9
Respite Care+	13
Health Education/Risk Reduction	8
Child Care Services	11(t)
Linguistic Services	11(t)
Referral for Health Care and Support Services	10

*Includes Housing-based Case Management to align with approved HRSA Service Category
 + Includes Adult and Child Respite to align with approved HRSA Service Category

Planning & Priorities Committee
 Chair, Robert Lynn

 Date

Executive Committee
 Chair, John Dornheim, or Vice-Chair, Auntjuan Wiley

 Date

Ryan Planning Council
 Chair, John Dornheim, or Vice-Chair, Auntjuan Wiley

 Date

Statement of Conflict: (Planning Council) Conflicted members are those providing service in the following categories: **All ranked services.**

FY 2021 Priority Setting Process Final Rankings

FY 2021 Priority Setting Process Final Rankings	
Minority AIDS Initiative (MAI)	Rank 1 -5
Core Medical Services	FY 2021 Rank
Outpatient Ambulatory/Health Services	2
Oral Health Care	1
AIDS Pharmaceutical Assistance	3
Medical Case Management	4
Substance Abuse	5
	Rank 1 - 3
Support Services	FY 2021 Rank
Food Bank	1
Non-Medical Case Management	3
Medical Transportation	2

Planning & Priorities Committee

Chair, Robert Lynn

 Date

Executive Committee

Chair, John Dornheim, or Vice-Chair, Auntjuan Wiley

 Date

Ryan Planning Council

Chair, John Dornheim, or Vice-Chair, Auntjuan Wiley

 Date

Statement of Conflict: (Planning Council) Conflicted members are those providing service in the following categories: **All ranked services.**

ALLOCATIONS COMMITTEE**August 24, 2020 PRSA 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 priority.

MEMBERS PRESENT

James Wright, Vice Chair
Naomi Green

Lionel Hillard
James Kleitches

Buffie Bogue

MEMBERS ABSENT

Kelly Richter, Chair

Phillip Scheldt

Jacobi Hunter-Wright

RWPC STAFF PRESENT

Glenda Blackmon-Johnson,
RWPC Program Manager

Justin M. Henry,
RWPC Planner

Grants Management Staff Present

Wanda Scott, Grants Manager
Mohammed Husain, Program Monitor

Sonya Hughes, Assistant Director
Nevin Epen, Grants Analyst

David Kim, Program Monitor
Sylvia Otero, CPA

OTHERS PRESENT

Dwight Harry, ASD
Karin Petties, Prism Health
Jonathan Bingham, CDC

Shelby Cefoldo, HSNT
Melissa Fulgham
Louise Weston-Ferrill, HSNT

Kellie Norcott, PHHS
Miranda Grant, AIN
John Dornheim, RWPC Chair

- I. **Call to Order:** James Wright, Allocations Vice Chair, called the meeting to order at 4:04 p.m.
- II. **Certification of Quorum:** Quorum was established by James Wright, Allocations Vice Chair and certified by Glenda Blackmon-Johnson, RWPC Manager.
- III. **Introductions/Announcements:**
- IV. **Approval of the July 27, 2020 Minutes:** *Lionel Hillard motioned to approve the Allocations Committee minutes. Buffie Bogue seconded the motion. The motion passed unanimously.*
- V. **Office of Support:** RWPC manager reported on the Allocations Committee membership totals 7 members; there is no change with the committee members no change with the RWPC membership reflectiveness; 24 of the 33 seats are filled; with 50% non-aligned.
- VI. **Part A/MAI/Part B/State Services Expenditure Reports:** Sylvia Otero, Senior Fiscal Monitor, on behalf of the Administrative Agency presented and explained "All Grants Expenditure Report" for the month ended July 31, 2020, based on the partial awards. She indicated that the agencies are still billing on the partial awards and contracts for the full award are being executed and received. Ms. Otero explained that the next update on the expenditures for all grants will reflect the full award amount by category of service.

Next, Ms. Otero presented and explained the "Allocation Projections and Actual Awards" worksheet, which provided an analysis of the amounts expended and unexpended for all the service categories. The worksheet computed the percentages of the unexpended amounts as related to the total amount of funds received from Part A Formula, Part A Supplemental, MAI, Part B Formula, State Services, and State Services Rebate for the grants that ended in 2020.

The worksheet showed Medical Case Management and Local AIDS Pharmaceutical as the highest unexpended categories in the Core Services group. In the Support Services group, the categories Referral for Healthcare, Case Management, and Housing had the highest unexpended amounts. The Allocations Committee asked if there were any reasons for the amounts not being expended. Ms. Otero explained that for Medical Case Management the requirements were very strict as to the qualifications of the individuals providing the service. For all other categories, the unexpected epidemic impacted usage through the difficulties in contacting and meeting patients.

For the Sherman-Denison allocations, the highest unexpended amount was in Outpatient Medical Care in the Core Services group, and Outreach Lost to Care in the Support Services Group. Both were caused by the unexpected epidemic.

The Allocations Committee also asked why Child Care Services was not showing usage when it had been in the past. Wanda Scott, Grants Manager explained that the guidelines for childcare services had been changed to allow for only for child care when the family member was getting Ryan White related or medical services. Child care while the family member was at work was no longer allowed, hence the decrease in the category.

Ms. Otero concluded her presentation by bringing to the attention of the Allocation Committee members the requirement to maintain the 75% Core services and 25% Support services when effecting allocations.

The Allocations Committee members asked as to their responsibility related to allocations for Part B Formula, State Services, and State Rebate. The RWPC Manager explained that such allocation was the responsibility of the Administrative Agency and that the Allocations Committee's responsibility was in an advisory capacity. The final determination rested with the Administrative Agency.

Members made a request for the financial reports to document justification for any unexpended funds across funding streams the AA agreed to incorporate the details notations of details that impact funding.

VII. **Recommendation to Endorse:** Lionel Hillard motioned to forward the Recommendation to Endorse the FY 20-21 Part A/MAI/Part B/State Services Rebate Allocations based on the Actual Award as written to the Executive committee to forward for planning council approval. Buffie Bogue seconded the motion. One abstention. The motion passed.

VIII. **FY 2021 Priority Service Resource Allocation Recommendations:** Justin Henry, RWPC Planner provided a brief overview of the quick data sheet. A narrative for each service category to which funds were allocated during the program year. The categories were separated into core medical and support services. Two new categories were added AIDS Drug Assistance Program (ADAP) and referral for healthcare services. The document contains Needs assessment data, client utilization data and population data. Next, he provided an overview of the Percent Allocation Worksheet which contained the expenditure reports for FY 2018-FY 2020. The columns reflected core medical services, support service; also reflected with the Part A funding streams. Under each funding stream the columns reflected ***Projected Percentages, Actual Percentages, Variance*** and the ***Percent expended FY 2020 Year to Date***. The worksheet was color coded in red, green and yellow. The values in green means=positive the projected percentage is greater than the actual percentage (committee may have over allocated funds. The values in red=*negative* this means that the projected percentage is less than the actual percentage or under allocation. This occurrence is reflected in the outpatient/ambulatory, oral health and aids pharmaceutical assistance categories. The members engaged in discussion to obtain and enhance their understanding of the Allocation percentages and methodologies implored for allocations. Additionally, Justin presented the worksheet, a modified document based on last year's template and the worksheet provided in the AA's Report. The worksheet has columns with the FY 20-21 rank of each category, the name of each category; the Part A projected dollar amount with the percentage conversions from the projected total of the FY 20-21 award. The committee prepared two columns with the actual FY 2020 dollar allocations; in the next column reflected the dollars multiplied by the percentage conversions for each category which yielded a slightly increased dollar amount. There by leaving two figures for each category- the actual FY 2020 allocation and a baseline allocation projection. The committee discussed a myriad of issues and trends and technological improvements that impacted service access and delivery for each category to determine the allocation projection. This methodology was used for the core medical and support services for each funding stream: Part A (Formula/Supplemental); MAI/Part B/ State Services and Rebate. All throughout the allocations process and for adherence the 75% for core medical and 25% for support was kept forefront in discussion.

The Allocations Committee agreed for the alignment of the recommendation for Part B, State Services, and State Rebate to be the same for Part A and MAI. The use of the methodology would align also. The RWPC Manager brought to the committee's attention that State Services and State Rebate had "Referral for Healthcare" in the service categories, which were not funded through Part A or Part B. The RWPC Manager explained this created an issue when the agencies provided referrals and were not able to be reimbursed unless they had State Services or State Rebate. The Allocations Committee decided to fund the category in Part A. The Allocations Committee's recommendation for Part B was to align with Part A, such that all the grants would be uniform. The allocation

committee made the following recommendations to the Executive committee to forward to the RWPC for final approval:

- Lionel made a motion to accept the allocation percentage recommendation for **Part A** as presented on the **FY 2021 Resource Allocations Spreadsheet** with a caveat that AA has discretion to allocate funds up to $\pm 7\%$ any amount above the 7% must come back to the committee for reallocations; and to maintain 75% of funds to core medical and 25 % to support services. Buffie Bogue seconded the motion. The motion passed unanimously.
- Lionel made a motion to accept the allocation percentage recommendation for **MAI** as shown on the **FY 2021 Resource Allocations Spreadsheet** with a caveat that AA has discretion to allocate funds up to $\pm 7\%$ any amount above the 7% must come back to the committee for reallocation; and to maintain 75% of funds to core medical and 25 % to support services. Buffie Bogue seconded the motion. The motion passed unanimously.
- Lionel made a motion to accept the allocation percentage recommendation for **Part B** as shown on the **FY 2021 Resource Allocations Spreadsheet** with a caveat that AA has discretion to allocate funds up to $\pm 7\%$ any amount above the 7% must come back to the committee for reallocation; and to maintain 75% of funds to core medical and 25 % to support services. James Kleitches seconded the motion. The motion passed unanimously.
- Lionel made a motion to accept the allocation percentage recommendation for **State Services/Rebate** as shown on the **FY 2021 Resource Allocations Spreadsheet** with a caveat that AA has discretion to allocate funds up to $\pm 7\%$ any amount above the 7% must come back to the committee for reallocation; and to maintain 75% of funds to core medical and 25 % to support services. James Kleitches seconded the motion. The motion passed unanimously.

IX. **New Business:**

- X. **Adjournment:** *Lionel Hillard motioned to adjourn. Buffie Bogue seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 8:55 p.m.

Submitted by:

Glenda Blackmon Johnson, RWPC Manager

Date

Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Kelly Richter, Chairperson
James Wright, Vice Chair

Date

Due to COVID-19
NEXT SCHEDULED MEETING
Monday, September 28, 2020 at 4:00 pm
Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building



Ryan White Planning Council of the Dallas Area

2377 N. Stemmons Freeway Suite 200, Dallas, Texas 75207-2710
(214) 819-1840 voice (214) 819-6023 fax

July 27, 2020

Chief Elected Official
County Judge Clay Jenkins

Director /Health Authority
Philip Huang, MD, MPH

Planning Council Chair
John Dornheim

**Planning Council Vice
Chair - Auntjuan Wiley**

Allocations Committee
Kelly Richter, Chair
James Wright, Vice Chair

**Consumer Council
Committee**
Auntjuan Wiley, Chair
Donna Wilson, Vice Chair

Evaluation Committee
Pamela Green, Chair
Del Wilson, Vice Chair

**Planning & Priorities
Committee**
Robert Lynn, Chair

**Needs Assessment
Committee**
Christopher Webb, Chair
Karen Petties, Vice Chair

Support Staff
Glenda Blackmon-Johnson,
RWPC Manager
Justin Henry, Health Planner

Patryce Peden
Government and Special Focus Branch
Division of Grants Management Operations, OMPS
5600 Fisher Lane Room 11-30
Rockville, Maryland 20857

Re: Planning Council Endorsement

Dear Ms. Peden:

The Ryan White Planning Council (PC) endorsed the FY 2020 allocations from calendar year 2019 as recommended by the Allocations Committee prior to the award being received; the Allocation's Committee affirms receipt of the actual award for FY 2020-2021 Formula and Supplemental and carryover grants to the Dallas EMA.

The Dallas EMA's fiscal Year 2020-2021 Formula, Supplemental, and Minority AIDS Initiative (MAI) fund allocations are based on the actual award and expended according to percentage allocations established for the priority services as approved by the Planning Council.

It is the Allocation Committee recommendation to the Planning Council to endorse the FY 2020 Ryan White HIV/AIDS Part A & MAI Planned Allocation Tables for the established FY 2020 priority service categories.

In response to the Notice of Funding Opportunity Number: HRSA-20-063 fiscal year 2020, the PC Chair provides this letter on behalf of the Ryan White Planning Council endorsing the priorities and allocations.

Sincerely,

Kelly Richter, Allocations Committee Chair or James Wright, Vice Chair

7/27/2020

Date

John Dornheim, Planning Council Chair
Ryan White Planning Council of the Dallas Area

Date

ALLOCATION WORKSHEET - PLANNING COUNCIL

By Service Categories

ALLOCATION BASED ON ACTUAL FY 2020-2021 AWARDS

DATE: July 27, 2020

Service Category	RWA				MAI			
	ACTUAL 3/1/20-2/29/21	% Distribution	PROJECTED 7/10/2019	VARIANCE	ACTUAL 3/1/20-2/28/21	% Distribution	PROJECTED 7/10/2019	VARIANCE
Outpatient/Ambulatory Health	4,743,695.00	32.72	4,890,687.00	(146,992.00)	641,068.00	48.41	591,149.00	49,919.00
Local Pharmaceutical Assistance	1,448,546	9.99	1,496,192.00	(47,646.00)	133,749.00	10.10	123,334.00	10,415.00
Medical Case Management	1,673,051	11.54	1,724,880.00	(51,829.00)	133,484.00	10.08	123,090.00	10,394.00
MCM at Primary Care Provider	1,377,446	9.50	1,383,527.00		133,484.00	10.08	123,090.00	
Housing/Other MCM	295,605	2.04	341,353.00		0			
Oral Health	1,449,784	10.00	1,494,698.00	(44,914.00)	155,466.00	11.74	143,361.00	12,105.00
Mental Health Services	162,376	1.12	166,837.00	(4,461.00)	0			
Health Insurance Assistance	1,394,481	9.62	1,434,909.00	(40,428.00)	0			
Substance Use Treatment	86,987	0.60	89,682.00	(2,695.00)	0			
HERR	0				0			
Housing	0				0			
Respite Care	55,092.00	0.38	56,800.00	(1,708.00)				
Respite Care - Adults	38,564	0.27	39,760.00		0			
Respite Care -CYA	16,528	0.11	17,040.00					
Emergency Financial Assistance	47,843	0.33	50,000.00	(2,157.00)	0			
Non-Medical Case Management	1,386,804	9.57	1,412,489.00	(25,685.00)	260,479.00	19.67	240,196.00	20,283.00
N-MCM	924,323	6.38	935,554.00		260,479.00	19.67		
N-MCM Housing	462,481	3.19	476,935.00		0			
Referral	0				0			
Outreach	40,594	0.28	41,851.00	(1,257.00)	0			
Food Bank/Food Pantry	289,957	2.00	298,939.00	(8,982.00)	0			
Home Delivered Meals	326,201	2.25	336,307.00	(10,106.00)	0			
Medical Transportation	1,229,816	8.48	1,285,295.00	(55,479.00)	0			
Other Professional Services/Legal	86,987	0.60	89,681.00	(2,694.00)	0			
Linguistic Services	75,389	0.52	77,724.00	(2,335.00)	0			
Childcare Services	240	0.00	0.00					
Unobligated	0		0.00					
Prevent/Respond: Prevent transmission of coronavirus by providing PPE to clients/staff and for the purchase of cleaning supplies								
Respond: Increase access to telehealth/telemedicine in the EMA for service delivery								
Respond: Provide Emergency Financial Assistance to RWHP clients								
Total Service Allocation	\$14,497,843	100.00	14,946,971.00	-449,128.00	1,324,246.00	100.00	1,221,130.00	103,116.00

Kelly Richter 7/27/2020
 Allocation Chair: Kelly Richter 7/27/2020

Executive Chair: John Dornhiem

RWPC Chair: John Dornhiem

**RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA
ALLOCATIONS COMMITTEE RECOMMENDATION
FY 2021 PART A DALLAS EMA ALLOCATIONS PLAN
Ryan White Planning Council Approval: September 9, 2020**

Background

Part A funds are for use in Part A Eligible Metropolitan Areas (EMAs), which are urban areas hardest hit by the HIV/AIDS epidemic. Part A funds may be used for primary care and support services that enhance access to and retention in primary care. Funds may also be used for early intervention services to move PLWH into care. Grants are awarded to local governments. In turn, the funds are awarded to providers based on service priorities established by the Planning Council.

According to the Title I Manual: 2602 (b)(4)(C) of the CARE Act (now the Treatment Extension Act) requires planning councils to establish priorities for the allocation of funds within the eligible area, including how best to meet such priority and additional factors that a grantee should consider in allocating funds under a grants based on (1) size and demographics of a population and the needs of the population; (2) demonstrated cost effectiveness and outcome effectiveness of proposed strategies and interventions, to the extent that data are reasonably available; (3) priorities of the community with HIV disease for whom the services are intended; (4) coordination in the provision of services with programs for HIV prevention and for prevention and treatment of substance abuse; (5) availability of other governmental and nongovernmental resources, including the State Medicaid plan; and (6) capacity development needs resulting from disparities in the availability of HIV-related services in historically underserved communities.

Annually, Dallas County is awarded funding through the Ryan White Part A grant. The grant cycle for this funding is from March 1 through the end of February. The Dallas service delivery area utilizes this grant to fund the continuum of services provided through the guidance of the Ryan White Planning Council of the Dallas Area. The Allocations Committee is charged with making categorical allocation recommendations for these funds.

Rationale

In making recommendations for FY 2021, the Allocations Committee started with the allocation guide materials that included FY 2018-2019 year end expenditure data as well as up to date FY 2020 expenditure data that was available. In addition, client utilization as reported in the AIDS Regional Information and Evaluation System (ARIES) was analyzed for CY 2018-2020. Throughout the allocations planning process, information was provided to members for review that included Service Category Dashboards for each core medical and support service category. The committee also analyzed the latest comprehensive needs assessment for consumer needs and provider capacity, as well as the latest FY 2021 Priority Rankings from the Planning & Priorities Committee. The proposed modification is similar to previous years' expenditures.

Recommendation

Fiscal year 2021 Part A Ryan White allocations recommendations are based on the FY 2021 Priority Rankings, the previous year's allocations plan, as well as previous years' expenditure patterns, service utilization, and consumer needs and provider capacity as outlined in the 2019 Comprehensive Needs Assessment. The proposed modification is recommended to address the anticipated funding needs. The final recommendation for Ryan White FY 2021 Part A funds are outlined on the attached spreadsheet. Any additional funding above this range will be held until the need for reallocation.

** The final recommendation for Ryan White funds are outlined on the attached spreadsheet, valid with a $\pm 7\%$. Any additional funding above this range will be held until the need for reallocation.*

James H. Wright
Allocations Committee Chair, Kelly Richter OR
Allocations Committee Vice Chair, James Wright

08/28/20
Date

Executive Committee Chair, John Dornheim OR
Vice Chair, AuntJuan Wiley

Date

RWPC Chair, John Dornheim OR Vice Chair, Auntjuan Wiley

Date

Statement of Conflict: Conflicted members are those who receive Ryan White Part A funding.

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA
ALLOCATIONS COMMITTEE RECOMMENDATION
FY 2021 MAI ALLOCATIONS PLAN
Executive Committee: September 9, 2020

Background

Minority AIDS Initiative (MAI) funding has historically been awarded separately from the Part A (formerly Title I) Ryan White Grant. Beginning in FY 2010 MAI funding is being distributed by the Health Resources and Services Administration (HRSA) as a separate grant but aligned with the Part A funding cycle.

According to the Title I Manual: 2602 (b)(4)(C) of the CARE Act (now the Treatment Extension Act) requires planning councils to establish priorities for the allocation of funds within the eligible area, including how best to meet such priority and additional factors that a grantee should consider in allocating funds under a grants based on (1) size and demographics of a population and the needs of the population; (2) demonstrated cost effectiveness and outcome effectiveness of proposed strategies and interventions, to the extent that data are reasonably available; (3) priorities of the community with HIV disease for whom the services are intended; (4) coordination in the provision of services with programs for HIV prevention and for prevention and treatment of substance abuse; (5) availability of other governmental and nongovernmental resources, including the State Medicaid plan; and (6) capacity development needs resulting from disparities in the availability of HIV-related services in historically underserved communities.

Annually, Dallas County is awarded funding through the Ryan White Part A grant. The grant cycle for this funding is from March 1 through the end of February. The Dallas service delivery area utilizes this grant to fund the continuum of services provided through the guidance of the Ryan White Planning Council of the Dallas Area. The Allocations Committee is charged with making categorical allocation recommendations for these funds.

Rationale

In making recommendations for FY 2021, the Allocations Committee started with the allocation guide materials that included FY 2018-2019 year end expenditure data as well as up to date FY 2020 expenditure data that was available. In addition, client utilization as reported in the AIDS Regional Information and Evaluation System (ARIES) was analyzed for CY 2018-2020. Throughout the allocations planning process, information was provided to members for review that included Service Category Dashboards for each core medical and support service category. The committee also analyzed the latest comprehensive needs assessment for consumer needs and provider capacity, as well as the latest FY 2021 MAI Priority Rankings from the Planning & Priorities Committee. The proposed modification is similar to previous years' expenditures.

Recommendation

Fiscal year 2021 MAI Ryan White allocations recommendations are based on the FY 2021 MAI Priority Rankings, the previous year's allocations plan, as well as previous years' expenditure patterns, service utilization, and consumer needs and provider capacity as outlined in the 2019 Comprehensive Needs Assessment. The proposed modification is recommended to address the anticipated funding needs. The final recommendation for Ryan White FY 2021 MAI funds are outlined on the attached spreadsheet. Any additional funding above this range will be held until the need for reallocation.

** The final recommendation for Ryan White funds are outlined on the attached spreadsheet, valid with a $\pm 7\%$. Any additional funding above this range will be held until the need for reallocation.*

James H. Wright
Allocations Committee Chair, Kelly Richter OR
Allocations Committee Vice Chair, James Wright

08/28/20
Date

Executive Committee Chair, John Dornheim OR
Vice Chair, AuntJuan Wiley

Date

RWPC Chair, John Dornheim OR
Vice Chair, AuntJuan Wiley

Date

Statement of Conflict: Conflicted members are those who receive Ryan White MAI funding.

**RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA
ALLOCATIONS COMMITTEE RECOMMENDATION
FY 2021 PART B DALLAS HSDA ALLOCATIONS PLAN
Ryan White Planning Council Approval: September 9, 2020**

Background

The Ryan White HIV/AIDS Program (RWHAP) Part B Program provides grants to states and territories to improve the quality, availability, and organization of HIV/AIDS health care and support services. RWHAP Part B grants include a base grant for core medical and support services; the AIDS Drug Assistance Program (ADAP) award; the ADAP Supplemental award for eligible entities that choose to apply; the Part B Supplemental award for grantees with demonstrated need; Minority AIDS Initiative (MAI) funding for education and outreach to improve minority access to medication assistance programs, including ADAP; and supplemental grants to states with “emerging communities,” defined as jurisdictions reporting between 500 and 999 cumulative AIDS cases over the most recent 5 years.

Annually, Dallas County is awarded funding through the Ryan White Part B grant. The grant cycle for Part B funding is from April 1 through March 31. The Dallas Health Services Delivery Area (HSDA) utilizes this grant to fund the continuum of services provided through the guidance of the Ryan White Planning Council of the Dallas Area. The Allocations Committee is charged with making categorical allocation recommendations for these funds.

Rationale

In making recommendations for FY 2021, the Allocations Committee started with the allocation guide materials that included FY 2018-2020 year end expenditure data as well as up to date FY 2020 expenditure data that was available. In addition, client utilization as reported in the AIDS Regional Information and Evaluation System (ARIES) was analyzed for CY 2018-2020. Throughout the allocations planning process, information was provided to members for review that included Service Category Dashboards for each core medical and support service category. The committee also analyzed the latest comprehensive needs assessment for consumer needs and provider capacity, as well as the latest FY 2021 Priority Rankings from the Planning & Priorities and the Consumer Council Committees. The proposed modification is similar to previous years’ expenditures.

Recommendation

Fiscal year 2021 Dallas HSDA Part B Ryan White allocations recommendations are based on the FY 2021 Priority Rankings, the previous year’s allocations plan, as well as previous years’ expenditure patterns, service utilization, and consumer needs and provider capacity as outlined in the 2019 Comprehensive HIV Needs Assessment. The proposed modification is recommended to address the anticipated funding needs. The final recommendation for Ryan White FY 2021 Dallas HSDA Part B funds are outlined on the attached spreadsheet.

** The final recommendation for Ryan White funds are outlined on the attached spreadsheet, valid with a $\pm 7\%$. Any additional funding above this range will be held until the need for reallocation.*

<hr/> <i>James H. Wright</i> <hr/>	<hr/> 08/28/20 <hr/>
Allocations Committee Chair, Kelly Richter OR Allocations Committee Vice Chair, James Wright	Date
<hr/>	<hr/>
Executive Committee Chair, John Dornheim OR Vice Chair, AuntJuan Wiley	Date
<hr/>	<hr/>
RWPC Chair, John Dornheim OR Vice Chair, Auntjuan Wiley	Date

Statement of Conflict: Conflicted members are those who receive Ryan White funding.

**RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA
ALLOCATIONS COMMITTEE RECOMMENDATION
FY 2021 STATE SERVICES DALLAS HSDA ALLOCATIONS PLAN
Ryan White Planning Council Approval: September 9, 2020**

Background

State Services funds are for use in states and territories for HIV Care. Each grant year, these funds are issued by the Texas Department of State Health Services (DSHS). State Services funds both the Dallas Health Services Delivery Area (HSDA) and the Sherman/Dennison HSDA. The Dallas HSDA includes Collin, Dallas, Denton, Ellis, Hunt, Kaufman, Navarro, and Rockwall Counties while the Sherman/Dennison HSDA includes Cooke, Fannin, and Grayson Counties. The grant cycle for State Services funding is from September 1 through August 31.

According to the Title I Manual: 2602 (b)(4)(C) of the CARE Act (now the Treatment Extension Act) requires planning councils to establish priorities for the allocation of funds within the eligible area, including how best to meet such priority and additional factors that a grantee should consider in allocating funds under grants based on (1) size and demographics of a population and the needs of the population; (2) demonstrated cost effectiveness and outcome effectiveness of proposed strategies and interventions, to the extent that data are reasonably available; (3) priorities of the community with HIV disease for whom the services are intended; (4) coordination in the provision of services with programs for HIV prevention and for prevention and treatment of substance abuse; (5) availability of other governmental and nongovernmental resources, including the State Medicaid plan; and (6) capacity development needs resulting from disparities in the availability of HIV-related services in historically underserved communities.

Rationale

In making recommendations for FY 2021, the Allocations Committee started with the allocation guide materials that included FY 2018-2020 year end expenditure data as well as FY 2020 expenditure data. In addition, client utilization as reported in the AIDS Regional Information and Evaluation System (ARIES) was analyzed for CY 2018-2020. Throughout the allocations planning process, information was provided to members for review that included Service Category Dashboards for each core medical and support service category. The committee also analyzed the latest comprehensive needs assessment for consumer needs and provider capacity, as well as the FY 2021 Priority Rankings from the Planning & Priorities and the Consumer Council Committees. The proposed modification is similar to previous years' expenditures.

Recommendation

Fiscal year 2021 Dallas HSDA State Services Ryan White allocations recommendations are based on the FY 2021 Priority Rankings, the previous year's allocations plan, as well as previous years' expenditure patterns, service utilization, and consumer needs and provider capacity as outlined in the 2019 Comprehensive HIV Needs Assessment. The proposed modification is recommended to address the anticipated funding needs. The final recommendation for Ryan White FY 2021 Dallas HSDA State Services funds are outlined on the attached spreadsheet.

** The final recommendation for Ryan White funds are outlined on the attached spreadsheet, valid with a $\pm 7\%$. Any additional funding above this range will be held until the need for reallocation.*

James H. Wright
Allocations Committee Chair, Kelly Richter OR
Allocations Committee Vice Chair, James Wright

08/28/20
Date

Executive Committee Chair, John Dornheim OR
Vice Chair, AuntJuan Wiley

Date

RWPC Chair, John Dornheim OR Vice Chair, Auntjuan Wiley

Date

Statement of Conflict: Conflicted members are those who receive Ryan White funding.

**RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA
ALLOCATIONS COMMITTEE RECOMMENDATION
FY 2021 STATE SERVICES SHERMAN-DENNISON HSDA ALLOCATIONS PLAN
Ryan White Planning Council Approval: September 9, 2020**

Background

State Services funds are for use in states and territories for HIV Care. Each grant year, these funds are issued by the Texas Department of State Health Services (DSHS). State Services funds both the Dallas Health Services Delivery Area (HSDA) and the Sherman/Dennison HSDA. The Dallas HSDA includes Collin, Dallas, Denton, Ellis, Hunt, Kaufman, Navarro, and Rockwall Counties while the Sherman/Dennison HSDA includes Cooke, Fannin, and Grayson Counties. The grant cycle for State Services funding is from September 1 through August 31.

According to the Title I Manual: 2602 (b)(4)(C) of the CARE Act (now the Treatment Extension Act) requires planning councils to establish priorities for the allocation of funds within the eligible area, including how best to meet such priority and additional factors that a grantee should consider in allocating funds under grants based on (1) size and demographics of a population and the needs of the population; (2) demonstrated cost effectiveness and outcome effectiveness of proposed strategies and interventions, to the extent that data are reasonably available; (3) priorities of the community with HIV disease for whom the services are intended; (4) coordination in the provision of services with programs for HIV prevention and for prevention and treatment of substance abuse; (5) availability of other governmental and nongovernmental resources, including the State Medicaid plan; and (6) capacity development needs resulting from disparities in the availability of HIV-related services in historically underserved communities.

Rationale

In making recommendations for FY 2021, the Allocations Committee started with the allocation guide materials that included FY 2018-2020 year end expenditure data as well as up to date FY 2020 expenditure data that was available. In addition, client utilization as reported in the AIDS Regional Information and Evaluation System (ARIES) was analyzed for CY 2018-2020. Throughout the allocations planning process, information was provided to members for review that included Service Category Dashboards for each core medical and support service category. The committee also analyzed the latest comprehensive needs assessment for consumer needs and provider capacity, as well as the latest FY 2021 Priority Rankings from the Planning & Priorities and the Consumer Council Committees. The proposed modification is similar to previous years' expenditures.

Recommendation

Fiscal year 2021 Sherman-Dennison HSDA State Services Ryan White allocations recommendations are based on the FY 2021 Priority Rankings, the previous year's allocations plan, as well as previous years' expenditure patterns, service utilization, and consumer needs and provider capacity as outlined in the 2019 Comprehensive HIV Needs Assessment. The proposed modification is recommended to address the anticipated funding needs. The final recommendation for Ryan White FY 2021 Sherman-Dennison HSDA State Services funds are outlined on the attached spreadsheet.

** The final recommendation for Ryan White funds are outlined on the attached spreadsheet, valid with a $\pm 7\%$. Any additional funding above this range will be held until the need for reallocation.*

James H. Wright
Allocations Committee Chair, Kelly Richter OR
Allocations Committee Vice Chair, James Wright

08/28/20
Date

Executive Committee Chair, John Dornheim OR
Vice Chair, AuntJuan Wiley

Date

RWPC Chair, John Dornheim OR Vice Chair, Auntjuan Wiley

Date

Statement of Conflict: Conflicted members are those who receive Ryan White funding.

EVALUATION COMMITTEE - September 1, 2020 Minutes Emergency Meeting – Evaluation of the Administrative Mechanism(EAM)		
Charge: Evaluates whether sub-recipient services coincide with set service priorities, and evaluates the performance of the Administrative Agency and the Planning Council according to the goals of the Council.		
MEMBERS PRESENT		
Pamela J. Green RN, Chair Gary Benecke Jonathan Thorne	Helen E. Turner, CCC Liaison LaShaun Shaw	Louise Weston-Ferrill Leonardo Zea
MEMBERS ABSENT		
Darius Ahmadi	Louvenia Freeman	Del Wilson, Vice Chair
RWPC STAFF PRESENT		
Glenda Blackmon Johnson RWPC Manager	Justin M. Henry, RWPC Health Planner	
GRANTS MANAGEMENT STAFF PRESENT		
OTHERS PRESENT		
Joni Wysocki, AIN		Sandrea Amayo

- I. **Call to Order:** Pamela Green RN, Evaluation Committee Chair, called the meeting to order at 3:05 p.m.
- II. **Certification of Quorum:** Quorum was established by Pamela Green RN and certified by Justin M. Henry, Ryan White Planning Council (RWPC) Planner.
- III. **Approval of July 28, 2020 Minutes:** *Helen Turner motioned to approve the July 28, 2020 minutes. Leonardo Zea seconded the motion. The motion passed.*
- IV. **FY 2019 Evaluation of the Administrative Mechanism:** Justin Henry, RWPC planner opened the discussion with the provision of an overview for the purpose of the Evaluation of the Administrative Mechanism(EAM). Mr. Henry shared the screen and presented the Recommendations document prepared by the committee chair. The members discussed each Recommendation, agreed with the details as written and/or made wordsmithing suggestions. The EAM recommendations were noted as follows:
 1. **The Administrative Agency should:**
Continue the formal communication efforts with sub-recipients regarding important dates, deliverables, processes and timelines for each grant cycle. The Evaluation Committee would like to acknowledge this process of communication is greatly improved from previous years.
 2. **The Administrative Agency should:**
Continue to provide periodic updates on new and upcoming technical assistance seminars and federal initiatives.
 3. **The Administrative Agency should:**
Continue to incorporate the quality control measures developed to ensure the veracity of information and resources on websites are appropriate during the bidding process.
 4. **The Administrative Agency should:** Continue to ensure that all registered sub-recipients have access to all applicable guidance documents.
Reflecting on the Universal RFP issued in 2019 – sub-recipients found this proposal to have many new and abrupt changes for FY 2020-2021. Many of these changes required extra time, effort and

expense to implement. In retrospect, a longer lead time would have benefited both the Administrative Agency and Sub-recipients. Based on this preface:

5. The Administrative Agency should:

- Allow for a 6 month discussion and feedback session with sub-recipients, held monthly, when a proposed RFP has a “sea change” of requirements.
- Provide informal warning as the AA is aware of an RFP that will have a “sea change” of requirements. The AA should consider the definition of informal warning to be within one FY notification,
- Invite sub-recipient participation in the education and feedback during the development of any future RFP.
- Provide specific training opportunities to implement the RFP more effectively and efficiently. (ie billing, contracting, CARES Act Funding)
- Ensure timely allocation/contracting of funds and payments to contractors or sub-recipients.

6. The Administrative Agency should:

Continue to provide technical assistance on billing procedures.

COVID 19 has impacted healthcare and the way we do business but should not impact the services that are provided to PLWH. Based on this preface:

7. The Administrative Agency should:

Develop an operational model for communicating information, monitoring services and conducting meetings that provides flexibility so that impact to the clients we serve does not suffer. (shifting unspent funds, housing, stay at home requirements/essential staff needs)

V. Recommendations for the FY 2019 Evaluation of the Administrative Mechanism: The committee chair opened the floor for a motion to forward the Evaluation of the Administrative Mechanism Recommendations to the executive committee to forward to the Ryan White Planning Council for approval. Helen E. Turner made the motion, Gary Benecke second the motion. The motion passed *unanimously*.

VI. New Business: N/A.

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

The meeting was adjourned at 3:40 p.m.

Submitted by:

Glenda Blackmon Johnson, RWPC Manager

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

**Pamela Green RN, Chairperson or
Del Wilson, Vice-Chairperson**

Date

Due to COVID-19
Until Further Notice
NEXT SCHEDULED MEETING
Tuesday, September 22, 2020 3:00 PM
Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207



Ryan White Planning Council of the Dallas Area

2377 N. Stemmons Freeway Suite 200, Dallas, Texas 75207-2710
(214) 819-1840 voice (214) 819-6023 fax

September 1, 2020

Chief Elected Official
County Judge Clay Jenkins

Director /Health Authority
Philip Huang, MD, MPH

Planning Council Chair
John Dornheim

Planning Council Vice Chair
Auntjuan Wiley

Allocations Committee
Kelly Richter, Chair
James Wright, Vice Chair

**Consumer Council
Committee**
Auntjuan Wiley, Chair
Donna Wilson, Vice Chair

Evaluation Committee
Pamela Green, Chair
Del Wilson, Vice Chair

**Planning & Priorities
Committee**
Robert Lynn, Chair

**Needs Assessment
Committee**
Christopher Webb, Chair
Karen Petties, Vice Chair

Support Staff
Glenda Blackmon-Johnson,
RWPC Manager
Justin M. Henry, Health Planner

Sonya Hughes, MPH, CPH
Assistant Director
Grants Management Division – Ryan White Grants Compliance
Dallas County Health & Human Services
2377 N. Stemmons Freeway
Dallas, Texas 75207

Dear Assistant Director Hughes,

On behalf of the Ryan White Planning Council, the Evaluation Committee is requesting a written response from the Administrative Agency (AA) regarding its recommendations resulting from the findings from the FY 2019 Evaluation of the Administrative Mechanism (EAM) Report.

Recommendations to the AA:

1. The Administrative Agency should:

Continue the formal communication efforts with subrecipients regarding important dates, deliverables, processes and timelines for each grant cycle. The Evaluation Committee would like to acknowledge this process of communication is greatly improved from previous years.

2. The Administrative Agency should:

Continue to provide periodic updates on new and upcoming technical assistance seminars and federal initiatives.

3. The Administrative Agency should:

Continue to incorporate the quality control measures developed to ensure the veracity of information and resources on websites is appropriate during the bidding process.

4. The Administrative Agency should:

Continue to ensure that all registered subrecipients have access to all applicable guidance documents.

Reflecting on the Universal RFP issued in 2019 – subrecipients found this proposal to have many new and abrupt changes for FY 2020-2021. Many of these changes required extra time, effort and expense to implement. In retrospect, a longer lead time would have benefited both the Administrative Agency and subrecipients. Based on this preface:

5. The Administrative Agency should:

- Allow for a 6 month discussion and feedback session with subrecipients, held monthly, when a proposed RFP has any change from the current requirements.
- Provide informal warning as the AA is aware of an RFP that will have any change from the current RFP requirements. The AA should consider the definition of informal warning to be within one FY notification.
- Invite subrecipient participation in the education and feedback during the development of any future RFP.



Ryan White Planning Council of the Dallas Area

2377 N. Stemmons Freeway Suite 200, Dallas, Texas 75207-2710
(214) 819-1840 voice (214) 819-6023 fax

- Provide specific training opportunities to implement the RFP more effectively and efficiently (i.e. billing, contracting, CARES Act funding).
- Ensure timely allocation/contracting of funds and payments to contractors or subrecipients.

6. The Administrative Agency should:

Continue to provide technical assistance on billing procedures.

COVID 19 has impacted healthcare and the way we do business but should not impact the services that are provided to PLWH. Based on this preface:

7. The Administrative Agency should:

Develop an operational model for communicating information, monitoring services and conducting meetings that provides flexibility so that impact to the clients we serve does not suffer (shifting unspent funds, housing, stay at home requirements/essential staff needs).

If you have any questions regarding these recommendations, please feel free to contact the Office of Support for clarification.

Sincerely,

Pam Green/Del Wilson
Evaluation Committee Chair/Vice Chair
Ryan White Planning Council of the Dallas Area

RWPC Members

- | | |
|-------------------------------|--|
| 1. John Dornheim, CHAIR | johndornheim@att.net |
| 2. Auntjuan Wiley, VICE CHAIR | a.wiley@aidswalksouthdallas.com |
| 3. Venton C. Hill-Jones | Vhill-jones@SBPAN.org |
| 4. Lori Davidson | lori.davidson@dallascityhall.com |
| 5. Darius Ahmadi | dahmadi@aidsdallas.org |
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| 9. Karin Petties | Karin.petties@prismntx.org |
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| 11. Phillip Scheldt | phill@scheldt.us |
| 12. Jonathan Thorne | Jrthorne1@gmail.com |
| 13. Del Wilson | delwilson@myresourcecenter.org |
| 14. Donna Wilson | Donnadenisewilson@gmail.com |
| 15. Leonardo Zea | Leonardo.zea@prismntx.org |
| 16. Julie Jackson | jjack812@gmail.com |
| 17. James Wright | creditdefendersm@yahoo.com |
| 18. Christopher Webb | Christopher.Webb@dallascounty.org |
| 19. Alexander Deets | info@alexanderdeets.com |
| 20. Korey Willis | kwillis@aboundingprosperity.org |

RWPC Members

21. Pamela J. Green	Pamelajgreenrn@sbcglobal.net
22. Helen Zimba	Hzimba.theafiyacenter@gmail.com
23. Laticcia M. Riggins	Laticcia.riggins@dshs.texas.gov
24. Jacobi Hunter-Wright	Jhunter-wright@aboundingprosperity.org

RYAN WHITE GRANT PART A CONTACT INFORMATION

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