

**CONSUMER COUNCIL COMMITTEE MEETING**

**June 27, 2013**

**MINUTES**

**Charge: Empowering consumers through education by providing the tools and knowledge to interact with those individuals and committees that affect categorical service delivery of the Ryan White Treatment Modernization Act, including the Texas Department of State Health Services (DSHS).**

**MEMBERS PRESENT**

Anthony Bolden	Judith Dillon	Gregg Gunter
Ben Martinez, Chair	Helen Goldenberg, Vice Chair	Linda Freeman
Kevin Greene	Michelle Anderson	Marcos Alcorn
Jose Raymundo		

**MEMBERS ABSENT**

Argette Watson	Ethene Jones	Jai Makokha
Rosa Carballo	Ricky Tyler	Lionel Hillard
Kendal Richardson	Auntjuan Wiley	Darlene Boyd

**COUNCIL STAFF PRESENT**

Crystal Flores, RWPC Planner      Jennifer Kendrick, RWPC Coordinator

**GRANTS MANAGEMENT STAFF PRESENT**

Brenda Dennis, QAA

**OTHERS PRESENT**

Gary Benecke, RCD	Patrick Richoux, RCD	Robert Baxter, DCHHS
Bryant Porter, AAI		

- I. **Call to Order:** Ben Martinez, Chair called the meeting to order at 12:30 PM.
- II. **Certification of Quorum:** Quorum was established and certified by Chair, Ben Martinez.
- III. **Introductions/Announcements:**
  - a. HBTN 505 clinical/vaccine trials unit will be hosting an informational covering the status of the HIV vaccine and clinical trials at the Cathedral of hope starting at 6:00pm.
  - b. Helen Goldenberg announced that today was currently National HIV Testing day.
  - c. Brenda Dennis announced that Lynn Smith-Clay has been named the Grants Management Officer and Joe Thekkekara as the Grants Manager.
- IV. **Approval of the April 17, 2012 Minutes:** *Anthony Bolden moved to accept the minutes with the suggested changes. Michelle Anderson seconded the motion. The motion passed unanimously.*
- V. **Committee Liaison Reports:**
  - a. **Allocations Committee:** The Allocations Committee meeting was held on June 24, 2013. Quorum was established, announcements were made and the minutes were approved. Crystal updated the committee on the status of the remainder of the Part A/MAI allocation. The following information was presented:
    - At the beginning of FY2013, HRSA released a portion of the Part A/MAI funding, of which approximately \$4,684,633.00 was disbursed among the funded service categories.
    - The Administrative Agency has received the rest of the FY2013 Part A/MAI award and is proposed to disburse approximately \$8,062,835.00 among the funded service categories.
    - The total service delivery funds for FY2013 Part A/MAI are approximately

\$668,830 less than FY2012. This results in a 5% reduction in the overall service delivery of Part A/MAI funds.

The committee was reminded of the data sources that they currently receive in the allocation guide. One suggestion requested regarding the data sources provided was to list the service categories by priority ranking when reporting the previous year's allocation. The committee was asked to send request for any additional sources they would like to be included into the FY 2014 Allocation guide to the Office of Support before the July Allocation committee meeting. The meeting adjourned

**b. Planning and Priorities Committee:** The Planning and Priorities Committee meeting was held on June 19, 2013. Quorum was established, announcements were made and the minutes were approved. Funded service provider responses regarding the How Best to Meet the Priority special instructions were received by the QM team. In light of the amount of time needed to review, discuss, and provide feedback, it was suggested to table the item until the next meeting. ***Brent Pimentel made a motion to table the action Item until the next month. Nell Gaither seconded the motion. The motion passed.*** Next, the committee discussed the recommendations from the Care Coordination Ad Hoc Committee including changes to the Eligibility Requirements Document. Those recommendations were sent to the Evaluation Committee and subsequently forwarded to the Planning and Priorities committee. The Planning and Priorities committee then forwarded the recommendations to the Administrative Agency. Dindi Mathews gave a report on new additions to the document. Several committee members and audience members recommended the following changes to the documents:

- Consider adding P-24 antigen test to the list referenced in the fourth bullet point under “1. Proof of HIV/AIDS diagnosis must be verified by one of the following:”.
- In the 5th bulletin under “2. Proof of residency within...”, change “delivered” to “dated”.
- In the 3rd bulletin under “3. Proof of income must...”, change “sixty” to “thirty”.
- Under Conditional eligibility. Change the last sentence to read, “Service provider may be reimbursed for the first thirty (30) days of service in urgent need situations where eligibility documentation is missing.
- Add the following definition for “urgent”: An urgent need is a situation that is likely to become an emergency need if not addressed within thirty (30) days.

The committee and audience members were reminded that this document was drafted from the recommendations developed by the Care Coordination Ad Hoc committee, the Evaluation Committee, the Planning and Priorities committee. The presentation from Dindi Mathews was a report on the changes made to the Eligibility Requirement document. The recommendations given during the meeting will be considered for implementation and reported on at next month's meeting. Next, the committee discussed the Comprehensive HIV Health Services Plan update. Crystal Flores reminded the committee members that under Goal 2: Objective 3 of the Comprehensive HIV Health Services Plan, they were tasked with evaluating the feasibility of implementing a consumer peer post-test counseling program in the Dallas Planning Area. The committee agreed to conduct a community assessment in order to identify: the environment and circumstances affecting the HIV+ community, gaps in care, the perception of the clients that are falling through these gaps, and where peer navigators can help. The assessment was given in the form of a survey distributed to consumers, funded providers and non-funded providers. Crystal then presented and provided committee members with a copy of the results of the community assessment. The committee was then reminded that the next step is the development of the Post-Test Counseling Peer Navigation program. Jennifer Kendrick then reminded the committee that under Goal 5: Objective 1 of the

Comprehensive HIV Health Services Plan, the committee was tasked with identifying the three (3) highest reporting entities for HIV + individuals with a detectable viral load and are co-infected with syphilis. Jennifer presented the committee with data received from the Department of State Health Services. She then reviewed the next action step and party responsible for the task as outlined in the Comprehensive Plan. Lastly, the committee was given a document from Lori Davidson that included her recommendations regarding the questions concerning housing. The committee was tasked with reviewing Lori's suggestions as well as the remainder of the needs assessment survey questions and be prepared to discuss at the next committee meeting. Documents needed for discussion and review will be emailed prior to the July meeting.

*\*Brent Pimentel also suggested that Data sources for the Priority Setting Process be added as an agenda item in the next month's meeting.\**

The meeting adjourned.

- c. **Evaluation Committee:** The Evaluation Committee meeting was held on June 25, 2013. Quorum was established, announcements were made and the minutes were approved. The committee began to discuss the Care Coordination Ad Hoc committee recommendations. Some of the proposed recommendations from the Care Coordination Ad Hoc Committee included changes to the Eligibility Requirements Document. Those recommendations were sent to the Evaluation Committee and subsequently forwarded to the Planning and Priorities committee. The Planning and Priorities committee then forwarded the recommendations to the Administrative Agency. Dindi Mathews gave a report on the final additions made by the Administrative Agency. Next, the committee was given the FY 2011 Evaluation of the Administrative Mechanism with the Administrative Agency Responses, the draft survey questions including the suggested changes discussed in the previous meeting, and the suggested Timeline for completion. The committee took a 5 minute recess at 3:23pm. The committee returned from recess at 3:28pm. Crystal Flores reviewed the recommendations from last year's report and briefed the committee on how the Planning Council staff and AA have addressed them or are continually working on them. The committee then began to discuss the proposed timeline. In order to encourage more provider participation, the committee recommended that the AA provide an official report on how they plan to address the current FY Evaluation of the Administrative Mechanism recommendations. The committee also recommended that the AA provide an official progress report on how they have addressed the previous FY Evaluation of the Administrative Mechanism recommendations. *Steven Inrig made a motion to approve the Evaluation of the Administrative Mechanism Survey tools and timeline. Philip Scheldt seconded the motion. The motion passed.* Lastly, the committee continued their discussion on Dental services and ways the RWPC can develop a plan and outcomes for enhancing collaborations between Ryan White funded agencies and Non-Ryan White funded service providers. Lashaun Shaw presented a document outlining potential plans and outcomes on ways the RWPC could increase collaborations between Ryan White funded providers and non-Ryan White funded providers. The suggested collaborative efforts include:

- Improving knowledge of HIV basics relative to oral health care via:
  - Developing seminars and/or webinars that cover the relationships between oral health care and HIV medication adherence, CD4 counts and viral loads, and general nutrition.
  - Utilizing seminars, webinars, preceptorships and online websites developed by the AID Education Training Center to enhance understanding of HIV and the importance of oral health care.
  - Arranging for HIV and Oral Health to be a topic represented at dental conferences and association meetings.
- Improving collaboration between funded and non-funded dental providers via:
  - Identifying non-funded dental providers willing to provide reduced

- fee or pro bono services and/or volunteer at existing facilities.
- Improving collaboration between dental providers and medical providers via:
  - Developing tools that providers can use to identify clients who have incomplete treatment plans and get them to return to care.
  - Developing tools that allow providers to access/exchange/obtain medical information (such as CD4 count and VL) in a way that does not delay treatment and/or allow the patient to fall out of care.

The office of support staff created a table that the committee could use to complete with information on their proposed ways of enhancing collaborations in the areas of transportation, housing, and dental/oral health. The meeting adjourned.

**VI. Consumer Council Committee Forum Updates:** The committee began to suggest topics for possible forums and listed the following topics:

- a. Side Effects of Medication
- b. ACA Repercussions on Ryan White
- c. Ryan White 101
- d. HIV 101

The committee then began to plan for the next Consumer Council Community forum on Accessing Community Resources taking place in August. The facilitator for the Forum will be Auntjuan Wiley. He in conjunction with the Consumer Forum Work Group will work out the logistics of the forum. The Forum date, time and location were tentatively set for August 15 at AIDS Interfaith Network from 1:30pm - 3:30pm.

**VII. Adjournment:** The meeting was adjourned at 1:27PM

*Submitted by:*

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Jennifer Kendrick, RWPC Coordinator

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Date

*Draft Certified by:*

\_\_\_\_\_  
Crystal Flores, RWPC Planner

\_\_\_\_\_  
Date

*Final Approval by:*

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**Ben Martinez, Chairperson**  
**Helen Goldenberg, Vice Chair**

\_\_\_\_\_  
**Date**

NEXT SCHEDULED MEETING  
Thursday, July 25, 2013 12:00 p.m.  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX