

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

April 9, 2014

Minutes

COUNCIL MEMBERS PRESENT

Gregg Gunter, Chair	Lionel Hillard, V. Chair	Maurice Murray	Virginia Franco
Allen Peden	Lori Davidson	Nell Gaither	Helen Goldenberg
Bryant Porter	Louvenia Freeman	Robert Compton	Gary Benecke
Marcos Alcorn	Stacie Greskowiak	Sonny Blake	
		Tom Emanuele	

COUNCIL MEMBERS ABSENT

Jose Raymundo	J. Michael Cruz	Ben Martinez, V. Chair
Demetria Bryan	Kendal Richardson	Ron Stinson

RWPC STAFF PRESENT

Crystal Flores RWPC Manager	Andrew Wilson Planner
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GRANTS MANAGEMENT STAFF PRESENT

Glenda Blackmon-Johnson, Program Monitor	Angi Jones, Quality Assurance Advisor
Shibu Sam, Program Monitor	Dindi Matthews, Health Advisor
Rashida Francis, Program Monitor	Lynn Smith Clay, GMO
Thomas Reed, Data Analyst	Joe Thekkekara, Grants Manager

OTHERS PRESENT

Jennifer Hurn, RCD	Tony Lakash, Legal Hospice	Robert Baxter, DCHHS
Steven Pace AIN	David Thomas, Open Arms, Inc	Sabrina Taylor, Pharmacy/ Community
Sylvia Moreno, DCHD/Parkland	Melissa Grove, Legacy	Lauren Trimble, County
John Carlo, AIDS Arms, Inc.	Bret Camp, AHF	Judge
Kay Caddell, DCHHS EIC	Dorothy Robinson, Community Dental	Grace Balaoimi, EIC
Susan Stanbaugh, HSNT	Care	Janet Foster, PHHS
Cora Giddens, UTSW	Candace Moore, PHHS	
	Traswell Livingston, AIDS Services of Dallas	
	Tyeskie Randle, DC Auditor	
	Brooke Mickenson, Legacy	

- I. Call to Order:** Chair Gregg Gunter called the meeting to order at 9:05 A.M.
- II. Certification of Quorum:** Quorum was established and certified by Chair Gregg Gunter.
- III. Introductions/Announcements:**

- a.** The Chair reminded everyone to turn off/silent pagers and/or cell phones for the duration of the meeting and to minimize texting. If a phone call needed to be placed, he asked that it is done outside of the room. He asked everyone to not use acronyms and to state their name as well as affiliate when commenting during the meeting. He asked all committee members to notify the Office of Support if they would not be able to attend the RWPC meetings or subcommittee meetings because attendance is imperative. The Planning & Priorities Committee and Consumer Council Committee have received their FY 2015 Priority Setting Guide. The Consumer Council Committee will submit an aggregate ballot on final priority rankings on Monday, April 14, 2014 and the Planning & Priorities Committee will submit ballot on Wednesday, April 16, 2014. The CY 2013 Year End Report is published. Chair Gregg Gunter encouraged all attendees to read the Year End Report. Due to the HIV Syndicate, the Planning Council meeting will be held on Thursday, May 8, 2014 at 9:00 A.M. instead of Wednesday, May 7, 2014.
- b.** Marcos Alcorn, Texas Oklahoma AETC announced that the AETC will host an all-day conference on "Women & HIV" international conference for May 16, 2014. The agenda will

include health policy, discussions regarding retention and connection to care for women, and more. There will be speakers from the World Health Organization (WHO) and Office of Women's Health.

- c. Nell Gaither announced that the Dallas Transgender Housing Program has placed their first resident. She encouraged committee members and audience participants to spread the word to interested parties. The applicant must be Trans or gender non-conforming as well as have an interest in receiving housing. To provide housing, a participant must be accepting to work with someone who is Trans or gender non-conforming.
- d. Tom Emanuele announced that the AIDS Services of Dallas' No Tie Dinner Dessert Party Fundraiser will be on April 12, 2014 at the Frontiers of Flight Museum at Love Field. The event is a silent auction.
- e. Bret Camp, AHF announced the grand opening on April 19, 2014 of the AHF Thrift Store located at 3920 Cedar Springs Road Dallas, TX. The ribbon cutting will be at 10:00 A.M.
- f. Helen Goldenberg announced that on April 12, 2014, the Golden Gate Baptist Church and Christians Joined at the Heart Against AIDS Organization will be hosting a Health and Wellness fair from 9:00 A.M.-2:00 P.M. at 1101 C.B.T. Smith. There will be HIV testing.
- g. Suzan Stambaugh (HSNT) announced that the headquarters for Health Services of North Texas has relocated to 4401 I-35 Dallas, Texas. There may be an Open-House event soon.
- h. Helen Goldenberg announced that the Legacy Grace Project Women's Conference scholarship applications are due April 15, 2014. The PositiviTEA Grace Project Fundraiser was a great success. Interested parties can visit online at legacygraceproject.org. This will be a three day conference at the Westin Hotel on May 2nd-4th. On the website, there are applications for scholarships available for North Texas women and across the nation. She suggested that applicants print the application and scholarship simultaneously.
- i. Maurice Murray announced that SAMSA will be hosting training entitled, "Gender and Sexual Diversity" on June 12, 2014 and June 13, 2014 starting at 8:30 A.M.-4:00 P.M. at the Center for Community Cooperation.

IV. Approval of the March 12, 2014 Minutes:

Lionel Hillard Vice Chair made a motion to accept the Planning Council minutes as amended. Helen Turner Goldenberg seconded the motion. The motion passed unanimously.

V. Administrative Agency (AA) Report:

Lynn Smith-Clay, Grants Management Officer announced that the Part A MAI Renewal Packet was issued on March 17, 2014 and given a deadline for March 31, 2014. The AA extended the deadline to April 3, 2014. Currently staff is reviewing those packet submissions. Those budgets that are approved will possibly be effectively executed on April 29, 2014. The AA did receive Part B additional funding. The funding will be considered an addendum 242,000. That amount will go the Allocations Committee for a recommendation to be submitted to the state. The Quality Management staff is currently reviewing the QM plans from the providers. The plan is to contact providers by the end of April or the first of May to schedule individual meetings with the providers. The AA has identified a Registered Nurse to continue clinical chart reviews.

VI. Committee Reports:

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

- I. Executive Committee met on March 31, 2014 at 3:00 P.M. Quorum was established and past minutes were accepted. Crystal Flores reported potential attendance issues and the committee agreed to continue to encourage correspondence between the staff and members that will be absent prior to the meeting time. HRSA requires planning councils to have 33% non-conflicted consumers on the council, currently we are at 21%. Crystal Flores, RWPC Manager showed the Executive Committee the newest version of the website, which is still being developed. The RWPC Staff announced that the Ryan White Planning Council May meeting will be held on Thursday, May 8, 2014 at 9:00 A.M.

Andrew Wilson introduced a tentative 2014 Training Calendar and 2014 Planning Calendar for each respective committee. The calendars serve as planning guides for each committee. The Executive Committee approved the CY 2013 Year End Report.

- II. The Nominations Committee met on March 31, 2014. There were no interviews scheduled. The next Nominations Committee meeting will be held on April 28, 2014.

B. Allocations Committee:

The Allocations Committee met on Tuesday, April 8, 2014 at 5:00 P.M. During that time, RWPC Staff gave expenditure report regarding FY 2013 Part A Formula, FY 2013 Part A Supplemental, FY 2013 MAI, FY 2014 Part A Partial Award Formula, and FY 2014 Part B/ State Services. The figures presented were not final figures. The amounts represented the balance as of April 21, 2014. Robert Compton took the opportunity to ask any of the audience attendees for references or point of contacts for people who may be interested in joining the Allocations Committee. He reiterated the significance in recruiting new members for the Allocations Committee. It is preferred that the candidate has a budgeting, financial, or similar background.

C. Evaluation Committee:

The Evaluation Committee meeting was held on March 25, 2014. Quorum was established. The committee reviewed Goal 6 Objective III: the current programs and best practices that are in place from providers that are currently addressing cultural sensitivity training within their agency. The Committee decided that creating a list (hyperlinks) of best strategies to address cultural sensitivity would be the most appropriate and the best resource for agencies to complete this task. However, prior to uploading the resource on the RWPC website, members suggested that receiving the agencies' permission to post is necessary. Crystal Flores, RWPC Manager provided an official progress report/update on how the AA and RWPC Staff have addressed the FY 2012 Evaluation of the Administrative Mechanism recommendations. The AA provided the status updates for each recommendation. She also informed the committee of the drafted timeline to complete the FY 2013 Evaluation Administrative Mechanism Report.

D. Planning and Priorities Committee (Sonny Blake):

The Planning and Priorities Committee meeting was held on Wednesday March 19, 2014. Quorum was established. Crystal Flores, RWPC Manager gave a presentation and reviewed the contents of the FY 2015 Priority Setting Process Guide. The guide includes a brief explanation of the process based on HRSA's definitions and tasks, the Dallas EMA counties, descriptions of Part A, Part B, State Services, and MAI funding, needs assessment data, unduplicated client utilization of services from ARIES, updated expenditure data, past three year rankings, and the ballots for FY 2015. The most up to date data was provided. The FY 2015 Priority Setting Process Presentation included:

- i.* RWPC Mission and Vision
- ii.* Priority Setting Objectives & Process
- iii.* Things to Remember
- iv.* Description of the Dallas Planning Area
- v.* FY 2013 Comprehensive Needs Assessment Information
- vi.* CY 2011-2013 Unduplicated Client Utilization Data
- vii.* FY 2012 Final Expenditure Data & most recent FY 2013 Expenditure Data
- viii.* FY 2014 Continuum of Care
- ix.* FY 2012-2014 Service Category Rankings
- x.* FY 2015 Priority Ranking Ballots

The remaining agenda items were tabled. However, Crystal Flores, RWPC Manager encouraged members to review the Final FY 2013 Comprehensive HIV Needs Assessment prior submitting a FY 2015 Priority Ranking Ballot on April 16, 2014.

E. Consumer Council Committee (Helen Turner Goldenberg):

The CCC met on March 27, 2014 at 12:00 P.M. Andrew Wilson, RWPC Planner gave a presentation and reviewed the contents of the FY 2015 Priority Setting Process Guide. The guide includes a brief explanation of the process based on HRSA's definitions and tasks, the

Dallas EMA counties, descriptions of Part A, Part B, State Services, and MAI funding, needs assessment data unduplicated client utilization of services from ARIES, updated expenditure data, past three year rankings, and the ballots for FY 2015. The most up to date data was provided. Due to the FY 2015 Priority Ranking, it is necessary that the Consumer Council Committee casts its vote prior to the April 16, 2014 Planning & Priorities Committee meeting. Therefore the CCC decided to meet on Monday, April 14, 2014 at 12:00 P.M. to submit FY 2015 Priority Setting Ballot. The Committee discussed the details of the upcoming forum, Accessing Community Resources, which is tentatively scheduled for the month of April.

VII. HIV Service Providers Council (SPC) Report (Traswell Livingston): The HIV Service Providers met on Monday, March 17, 2014 at Multipurpose Center in West Dallas. The council discussed upcoming events. There were conversations regarding timely re-allocations, recent and forth-coming programmatic April audits, the Administrative Agency, and the HRSA site visit. Their next scheduled meeting is on April 14, 2014 at Resource Center at 12:30 P.M.

Gregg Gunter acknowledged Melissa Grove to announce that there are 40 openings for the Grace Project which will be held on May 2, 2014- May 4, 2014 at the Westin Hotel. For more information, visit legacycares.org. She encouraged everyone to spread the word.

VIII. Adjournment: The meeting was adjourned at 9:44 A.M.
Submitted by:

Alexis D. Hunter, RWPC Coordinator

Date

Draft Certified by:

Crystal Flores, RWPC Manager

Date

Final Approval by:

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

Date

NEXT SCHEDULED MEETING
Thursday, May 8 2014 9:00 A.M.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX