

<b>ALLOCATIONS COMMITTEE</b>		
May 21, 2018 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		
Lionel Hillard, Vice Chair Yolanda Jones, Chair	Buffie Bogue James Wright	Kelly Richter
MEMBERS ABSENT		
James Kleitches	Debbe Velasquez	Phillip Scheldt
RWPC STAFF PRESENT		
Annie Sawyer-Williams, RWPC Coordinator	Justin M. Henry, RWPC Health Planner	Glenda Blackmon-Johnson, RWPC Program Manager
ADMINISTRATIVE AGENCY PRESENT		
OTHERS PRESENT		
Miranda Cox, HSNT	Tina Kelly, HSNT	

**I. Call to Order:** Yolanda Jones, Allocations Chair, called the meeting to order at 5:34 PM.

**II. Certification of Quorum:** Quorum was established by Justin M. Henry, RWPC Health Planner, and certified by Yolanda Jones.

**III. Introductions/Announcements:**

- a. Miranda Cox introduced herself from Health Services of North Texas.
- b. Tina Kelly introduced herself from Health Services of North Texas.

**IV. Approval of April 23, 2018 Minutes:** *Lionel Hillard motioned to accept the minutes as written. Buffie Bogue seconded the motion. Motion passed unanimously.*

**V. Part A/MAI/Part B/State Services Expenditure Reports:** The committee reviewed the FY 2017 & 2018 expenditures. The Administrative Agency (AA) has completed the FY 2018 State Services, Rebate, and AIDS Drugs Assistance Program (ADAP) contracts. Additionally, they completed the FY 2018 Award Allocation of Part B grant. An initial and partial Notice of Grant Award (NGA) has been received for FY 2018-2019 Part A & MAI grants.

Currently, the FY 2018 Part A/MAI grants are in the 2<sup>th</sup> month of the billing cycle so the expended year to date (YTD) percentage per service category should be around 16.67% to be on target. As of 04/30/18, Part A has expended 8.58% of funds. MAI has expended 0.00% of funds.

Currently, the FY 2017 Part A/MAI grants are in the 12<sup>th</sup> month of the billing cycle so the expended year to date (YTD) percentage per service category should be around 100.00% to be on target. As of 04/30/18, Part A has expended 96.73% of funds. MAI has expended 99.39% of funds.

The Department of State Health Services (DSHS) Ryan White Part B grants are in the 12<sup>th</sup> month of the billing cycle. The expended YTD percentage per service category should be around 100.00% to be on target. As of 04/30/18, Part B has expended 99.40% of funds.

The DSHS grants are in the 8<sup>th</sup> month of the 12 month contract billing cycle; the expended YTD% per service category should be around 66.67% to be on target.

State Services, Rebate & ADAP: As of 04/30/2018, 48.40% funds have been expended.

**VI. Reallocations (State Service and State Rebate):** Ms. Blackmon-Johnson gave the committee an overview of the FY 2017-2018 State Services, Rebate, and ADAP eligibility. The committee received the reallocation budget of \$ 176,749 and the request for funding increase (RFIs) submissions by providers. The total amount requested was \$210,695. She also explained that a request was made for a medical transportation vehicle purchase for \$35,000. Ms. Blackmon-Johnson also mentioned that the AA attached the RFI award recommendations.

It was asked if requesting funding for electronic equipment an allowable use of funds. DSHS highly recommends that agencies use state rebate funds to purchase equipment. The committee reviewed and discussed the requested service categories line by line. Mr. Wright asked for an explanation of Respite Care for Adults. Ms. Blackmon-Johnson replied that the service is one whereby caregivers who are taking care of individuals at critical levels are assisted by external facilities. The committee discussed the possibility of agencies receiving funding and were not certified and requested a rationale from the AA for the funding suggestions in Child Care Services. The committee agreed to fulfill the entire request submitted to fund the Legal Services category, fully fund Medical Case Management, and decrease the amount of funds from the Medical Case Management service category

**Dallas HSDA**

<b>Service Category (Core Services)</b>	<b>Reallocated Funds</b>
Medical Case Management	\$21,000

<b>Service Category (Support Services)</b>	<b>Reallocated Funds</b>
Case Management ADAP Eligibility	\$35,000
Medical Transportation Vehicle Purchase	\$35,000
Legal Services	\$15,000
Respite Care for Adults	\$32,000
Child Care	\$34,484

<b>Total Reallocated</b>	<b>\$172,484.00</b>
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***Motion:*** Kelly Richter motioned to accept the amount request by the request for funding increase (RFI) for Dallas HSDA. Lionel Hillard seconded the motion. The motion passed unanimously.

**Sherman Denison HSDA**

<b>Service Category (Core Services)</b>	<b>Reallocated Funds</b>
Outpatient/Ambulatory Medical Care	\$1,531.00

<b>Service Category (Support Services)</b>	<b>Reallocated Funds</b>
Case Management (non-medical)	\$2,769.00

<b>Total Reallocated</b>	<b>\$4,300</b>
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The committee also requested a rationale for the funding suggestions from the AA in the Case Management (non- medical), Outpatient/Ambulatory Medical Care, and Medical Case Management categories

***Motion:*** *Lionel Hillard motioned to accept the amount requested in the RFIs submitted for the Sherman Denison HSDA. James Wright seconded the motion. The motion passed unanimously.*

**VII. Adjournment:** *Lionel Hillard motioned to adjourn. James Wright seconded the motion. The motion passed unanimously.*

**VIII.** The meeting was adjourned at 6:33 PM.

Submitted by:

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Annie Sawyer-Williams, RWPC Coordinator

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Date

Draft Certified by:

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Justin M. Henry, RWPC Health Planner

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Date

Final Approval by:

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Yolanda Jones, Chairperson  
Lionel Hillard, Vice Chair

\_\_\_\_\_  
Date

NEXT SCHEDULED MEETING

Monday, June 25, 2018 Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building

2377 N. Stemmons Freeway, Dallas, TX 75207