

**Ryan White Planning Council of Dallas Area
Office of Support**

Memorandum

To: Members, Allocations Committee
From: RWPC Support Staff
Date: Tuesday, November 24, 2020
Re: Emergency Meeting Announcement

Please note that there will be an:

Allocations Committee Meeting-Emergency
Monday, November 30, 2020 at 5:00 PM
Please join from your computer, tablet or smartphone.
[Teleconference/gotomeeting.com](https://www.zoom.us/j/9201111111)
Dallas, Texas 75207

Attached please find meeting materials, agenda and the prior meeting minutes for your review. If you are unable to attend, please notify the RWPC Office of Support at (214) 819-1840 on or before noon on Monday, November 30, 2020. Otherwise, we look forward to seeing you at the next meeting.

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

2377 N. Stemmons Freeway, Suite 200, Dallas, Texas, 75207

(214) 819-1840 telephone; (214) 819-6023 facsimile

ALLOCATIONS COMMITTEE

It is our vision to promote the improvement of health and quality of life for all clients

The RWPC of the Dallas Area is a caring community of consumers, volunteers and providers who responsibly plan to address the evolving needs of the HIV/AIDS community.

AGENDA

Re-Allocations Emergency Meeting

November 30, 2020

5:00 PM

- | | | |
|--|--|-----------------|
| I. Call to Order | Kelly Richter or James Wright or John Dornheim or Auntjuan Wiley | |
| II. Certification of Quorum | Kelly Richter or James Wright or John Dornheim or Auntjuan Wiley | |
| III. Introductions/Announcements | Kelly Richter or James Wright or John Dornheim or Auntjuan Wiley | |
| IV. Approval of the October 26, 2020 Minutes | | Action Item |
| V. Office of Support Report | | Discussion Item |
| • RWPC Membership Representation and Reflectiveness | | |
| VI. FY 2020 Part A/Part B/Dallas State Rebate and Sherman DSHS State-Rebate Re-Allocation Recommendations | | Action Item |
| VII. FY 2020 Part A/MAI/Part B/State Expenditure Reports | | Discussion Item |
| VIII. New Business | | |
| IX. Adjournment | Kelly Richter or James Wright or John Dornheim or Auntjuan Wiley | |

Due to COVID-19

Until Further Notice

NEXT SCHEDULED MEETING

Monday, December 28, 2020 5:15 PM

Will be held via TELE-CONFERENCE

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

ALLOCATIONS COMMITTEE

October 26, 2020 SS/Sherman HSDA Reallocation 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

John Dornheim, RWPC Chair	Lionel Hillard	Buffie Bogue
Naomi Green	James Kleitches	James Wright, Vice Chair

MEMBERS ABSENT

Kelly Richter, Chair

RWPC STAFF PRESENT

Glenda Blackmon-Johnson, RWPC Program Manager	Claudy Jean Pierre, RWPC Staff
--	--------------------------------

Grants Management Staff Present

Wanda Scott, Grants Manager	Sonya Hughes, Assistant Director	Amanda Burks
Justin M. Henry, Grants Manager	Nevin Epen, Grants Analyst	

OTHERS PRESENT

Traswell Livingston, ASD	Johnathon Bingham, Dental Health	Dwight Harry, ASD
Miranda Grant, AIN	Pamela Barnes, HSNT	Melissa Fulgham
Joni Wysocki, AIN	Mark Edgell	

- I. **Call to Order:** John Dornheim, RWPC Chair, called the meeting to order at 5:17 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, RWPC Chair and certified by Glenda Blackmon-Johnson, RWPC Manager.
- III. **Introductions/Announcements:**
 - a. The committee welcomed James Wright, committee vice chair back.
 - b. Men’s Strength Conference scheduled for November 5-8, 2020.
 - c. HIV/STD Conference to be held December 1-3, 2020 has opened registration.
- IV. **Approval of the October 2, 2020 Meeting Minutes:** Lionel Hillard made the motioned to approve the Allocations Committee minutes. James Kleitches seconded the motion. One abstention. The motion passed unanimously.
- V. **Office of Support:** RWPC manager reported no change with the Allocations Committee membership. The chair is on requested leave and welcomed the vice-chair back. Additionally, the RWPC membership as of October 2020 equals 21. The Needs Assessment standing committee chair, Christopher Webb, and vice-chair, Karin Petties resigned from the Planning Council and the Standing committee. The RWPC chair &/or vice chair will serve as chair for the Needs Assessment committee through the remainder of the 2020 program year.
- VI. **FY 2020 State Services and Sherman HSDA/State Rebate Reallocation Recommendations:** *The committee members reviewed and discussed the Sherman HSDA justification and request for increased funding. It was clarified that Sherman Dennison HSDA is funded separately from the Dallas HSDA. The office of support provided an overview of the justification and request for increased funding provided by the Sherman HSDA. Further, the committee reviewed the Allocation Spreadsheet detail which included: FY 2020 service category rank; service category name, % Allocated, Initial Service Allocation, Total Returned for Reallocation, Total Request for Reallocation, Approved/Denied based on Need, Reallocation Recommendation and the New % Allocated. The members discussed concerns, made inquiries and presented questions for clarification. Further, explanations and clarification were provided regarding the allocation and request for reallocation of fund with the HSDA. The chair called for a motion. Lionel Hillard made a motion to approve the requested reallocation and for the fund balance to be transferred in the category of choice for needed State Service Re-allocation. The motion was seconded by Buffie Bogue.*

The office of support reminded the committee of the members of the 10/2/2020 reallocations discussion. The committee was refreshed regarding the outcome and the detailed discussion reflected on the spreadsheet for the FY 2020 State Services Funds which contained columns labeled as follows: FY 2020 service category rank; service

category name, % Allocated, Initial Service Allocation, Total Returned for Reallocation, Total Request for Reallocation, Approved/Denied based on Need, Reallocation Recommendation and the New % Allocated. The FY 2020 State Services Fund Reallocation Spreadsheet attached reflects the committee's reallocation recommendation. Lionel Hillard made a motion to accept the reallocation distribution as shown on the State Services spreadsheet. Buffie Bogue seconded the motion.

VII. **FY 2020 Part A/MAI/Part B/State Services Expenditure Reports:** Wanda Scott, Fiscal Manager, on behalf of the Administrative Agency provided the update for October 2020. The FY 19-20 SS final expenditure report. Approved 2021 SS that started September 1, 2020 the service delivery amount = \$1,451,836.00 Sherman HSDA was awarded 75,004. It was stipulated that there are pending invoices. The total Part A expenditure including pending invoices reflects expenditures at 36.50%. In comparison to other jurisdictions, the EMA's expenditures are higher. The numbers are anticipated to higher in November 2020. Sub-recipients are expending Part A and COVID funds.

The AA expended 97.75% of the 2019-2020 Part B State Services funds. The current Part B FY 2020 expenditure is at 39.23%. The FY 2020 State Rebate 45.42 percent expended; YTD Expenditures are slightly off target however pending invoices should increase the percentages. FY 2021 State Services expenditures reflect the first month with no funds expended. The carryover funds were approved in court in the amount of \$270,199.00 funds are scheduled for Outpatient/Ambulatory Outpatient Medical services.

VIII. **New Business:** NA

IX. **Adjournment:** Lionel Hillard made the motioned to adjourn. James Kleitches seconded the motion. The motion passed unanimously. The meeting was adjourned at 5:55p.m.

Submitted by:

Glenda Blackmon Johnson, RWPC Manager

Date

Certified by:

Glenda Blackmon Johnson, RWPC Manager

Date

Final Approval by:

Kelly Richter, Chairperson; John Dornheim, RWPC Chair
James Wright, Vice Chair; Auntjuan Wiley, Vice Chair

Date

Due to COVID-19
NEXT SCHEDULED MEETING
Monday, November 23, 2020 at 5:15 pm
Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building