

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

Memorandum

To: Members, Allocations Committee

From: RWPC Support Staff

Date: Monday, February 21, 2022

Re: Allocations Committee Meeting Announcement

Please note that there will be an:
Allocations Committee Meeting

Monday, February 28, 2022 at 5:15 PM

Please join from your computer, tablet or smartphone.

[Teleconference/gotomeeting.com](https://www.gotomeeting.com)

Dallas, Texas 75207

Attached, please find meeting materials, agenda, and the prior meeting minutes for your review. Members, if you are unable to attend, please notify Logane Brazile, RWPC Office of Support Logane.Brazile@dallascounty.org on or before noon on Friday, February 27, 2022. Otherwise, we look forward to seeing you at the next meeting.

Please view Ryan White 101 on our social media Like Share Subscribe:

<https://www.facebook.com/Ryan-White-Planning-Council-of-the-Dallas-Planning-Area-702096959854808/>

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 Office of Support
Oscar Salinas, Quality Assurance Administrator
Carla Jackson, Program Monitor
Wanda Scott, Program Monitor
David Kim, Program Monitor
Angela Jones, Quality Assurance Advisor
Regina Waits, Health Advisor
Logane Brazile, RWPC Coordinator
Jasmine Sanders, RWPC Planner
Kofi Bissah, ADAP Liaison
Building Security

**2377 N. Stemmons Freeway, Suite 200, Dallas, Texas, 75207
(214) 819-1840 telephone; (214) 819-6023**

ALLOCATIONS COMMITTEE

*It is our vision to promote the improvement of health and quality of life for all clients
Oto address the evolving needs of the HIV/AIDS community.*

AGENDA

Allocations Meeting

February 28, 2022

5:15 PM

- | | |
|---|---|
| I. Call to Order | James Kleitches, RWPC Chair or Naomi Green, RWPC Vice-Chair |
| II. Certification of Quorum | James Kleitches, RWPC Chair or Naomi Green, RWPC Vice-Chair |
| III. Introductions/Announcements | James Kleitches, RWPC Chair or Naomi Green, RWPC Vice-Chair |
| IV. Approval of the January 24, 2022 Meeting Minutes | Action Item |
| V. DSHS-HIV RW Grants Re-Allocation | Action Item |
| VI. New Business | |
| VII. Adjournment | James Kleitches, RWPC Chair or Naomi Green, RWPC Vice-Chair |

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

NEXT SCHEDULED MEETING

Monday, March 28, 2022 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

January 24, 2022, Allocation 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

Buffie Bogue	Kelly Richter	Corey Strickland
James Kleitches, Chair	John Dornheim, RWPC Chair	

MEMBERS ABSENT

James Wright	
Naomi Green, Vice-Chair	

RWPC STAFF PRESENT

Glenda Blackmon Johnson	Logane Brazile	Jasmine Sanders
RWPC Office of Support	RWPC Office of Support	RWPC Office of Support

GRANTS STAFF MANAGEMENT PRESENT

Wanda Scott, GFM	Nevin Eapen, GA	Nariah Webster, SFM
Sonya Hughes, AD	Barbara Kakembo, PM	

OTHERS PRESENT

Kellie Norcott, PHHS	Joni Wysocki, AIN/AHF
Shelby Cefoldo, HSNTX	Miranda Grant, EHE

- I. **Call to Order:** James Kleitches, Chair, opened the meeting at 5:15 p.m. and called the meeting to order at 5:28 p.m.
- II. **Certification of Quorum:** Quorum was established by James Kleitches, Chair, and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements:** James Kleitches introduced himself as the new Allocations chair along with Naomi Green serving as Vice-Chair.
- IV. **Approval of the November 22, 2021, Meeting Minutes:** John Dornheim, RWPC Chair, motioned to approve the November 22, 2021 Allocations Committee meeting minutes. Corey Strickland seconded the motion. The motion passed.
- V. **FY 2021 Part A/COVID/Part B/MAI State Rebate Carryover Re-Allocation:** Glenda Blackmon-Johnson initiated review of the FY 2021 Part A/COVID/MAI/Part B/SS Rebate Carryover Re-Allocation excel spreadsheet through screen share.

The re-allocation Excel spreadsheet columns shown included Service Category Ranking, Core Medical and Support Service Categories, Allocated Percentages, Allocation Award YTD, Funds Returned for Reallocation (**Blue**) and Fund Increase Request (**RED**). She reported the AA's request for the Allocations Committee to review and re-allocate Part A, Part A Carryover, Part A COVID FY 2021 funds. The AA reported Part A funds returned for reallocation totaled \$250,672.51; and requests for increased funds totaled \$463,000.00; Part A Carryover funds return for reallocation totaled \$20,000.00 and a request for an increased funds totaled \$29,000.00; Part A COVID spreadsheet provided an update regarding COVID Funds and required not action.

- **Part A Reallocations:** Outpatient/Ambulatory Medical Care at \$129,172.51, Medical Case Management at \$35,000.00, Food Bank/Home Delivered Meals at \$2,768.00, Case Management (non-medical) at \$30,102.00, Medical Transportation at \$41,174.00; Housing Services at 7, 698.00; Referral for Health Care at 4,758.00. James Kleitches asked for a motion to approve the reallocation recommendations Kelly Richter made a motion to approve the recommendations. Corey Strickland seconded the motion. The motion passed.
- **Part A Carryover Reallocations:** Legal Services/ Other Prof Services at \$13,800.00; Referral for Healthcare at \$6,200.00. James Kleitches asked for a motion to approve the recommendations Buffie Bogue made a motion to approve the recommendation. Kelly Richter seconded the motion. The motion passed.

- **Part A COVID:** Wanda Scott, GFM, provided an update for the committee noting that the Part A COVID contract will term out on March 31, 2022. Unobligated funds from the previous year (\$99,782.00), were re-issued for re-allocation and are still being utilized in the previously elected categories.

VI. **FY 2021 Part A/COVID/Part B/MAI State Rebate Carryover Expenditure Report:** Wanda Scott, GFM, provided an update on the Part A/MAI/ COVID/Part A Supplemental expenditure report. She reported that the AA was awarded \$18,456,894 for FY 2021 (March 1, 2021- February 28, 2022). As of December 2021, 85% of the Part A Formula has been expended on service deliveries and will continue to receive billing through February 2021. Seventy-five percent of the MAI funds have been expended. Sixty-six percent of the Part A Supplemental funds have been expended. Part A COVID funding is expected to terminate on March 31, 2022; \$667,000.00 of the funds have been expended. Notice of Award (NOA), in the amount of \$6,297,202.00; broken into formula \$5,800,137.00, MAI \$497,065.00, was received on 1-12-2022.

VII. **New Business:** None.

VIII. **Adjournment:** Buffie Bouge made a motion to approve the Allocations Committee minutes. Kelly Richter seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:35 p.m.

Drafted by:

Logane Brazile, RWPC Office of Support

Date

Certified by:

Glenda Blackmon Johnson, RWPC Office of Support

Date

Final Approval by:

James Kleitches, Allocations Chair
Naomi Green, Allocations Vice-Chair

Date

Due to COVID-19
NEXT SCHEDULED MEETING
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Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building