

ALLOCATIONS COMMITTEE

August 27, 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
Kelly Richter

Buffie Bogue
James Wright

James Kleitches
Debbe Velasquez

MEMBERS ABSENT

Phillip Scheldt

**RWPC STAFF
PRESENT**

Glenda Blackmon-Johnson,
RWPC Program Manager

Justin M. Henry, RWPC
Health Planner

Annie Sawyer-Williams
RWPC Coordinator

Wanda Scott, Program Monitor

Joe Thekkekara, Grants

OTHERS PRESENT

Miranda Cox, HSNT
Karin Petties, Prism Health NTX

Tina Kelly, HSNT

Traswell Livingston, ADS

- I. Call to Order:** Yolanda Jones, Allocations Chair, called the meeting to order at 5:19 PM.
- II. Certification of Quorum:** Quorum was not established by Justin M. Henry, RWPC Health Planner, and certified by Yolanda Jones.
- III. Introductions/Announcements:** N/A.
- IV. Approval of August 13, 2018 Minutes:** *James Wright motioned to accept the minutes as written. Lionel Hillard seconded the motion. Motion passed unanimously.*
- V. Part A/MAI/Part B/State Services Expenditure Reports:** Sylvia Otero, Financial Analyst, with the Administrative Agency gave an overview of the FY 2018 expenditures.
 - The Administrative Agency (AA) has received the Notice of Grant award (NGA) for Part A Formula and Part A Supplemental for 2018-2019. The award amount for Part A Formula and Part A Supplemental equals \$14,438,570.
 - The Administrative Agency has received Minority AIDS Initiative (MAI) award for 2018-2018. The total award amount equals \$1,180,231.
 - The Administrative Agency has received the Part B Formula and Part B Supplemental Awards for 2018-2019 and have been allocated. The award amount for Part B Formula and Part B Supplemental Awards for 2018-2019 and have been allocated. The award amount for Part B Formula and Part B Supplemental equals \$3,286,594.
 - State Services and State Rebate/ADAP 2017-2018 awards are open and the Administrative Agency is processing reimbursement requests from the service providers. Reallocations have been made to allow for better utilization of the awards.
 - The Administrative Agency is working on allocations for the State Health Services Grants for 2018-2019.

Part A 2018 Expenditure Report- Grant Year March 1, 2018- February 28, 2019

Currently, the FY 2018 Part A/MAI grants are in the 5th month of the contract, so the expended YTD% per service category should be (41.67%) to be on target.

Part B Expenditure Report- Grant Year April 1, 2018- March 31, 2019

Currently, the award is in the 4th month of the contract, so the expended YTD% per service category should be (33.33%) to be on target.

State Services 2018 Expenditures Report- Grant Year September 1, 2017 –August 31, 2018

Currently, award is in the 11th month of the contract, so the expended YTD% per service category should be (91.67%) to be on target.

State Rebate and ADAP 2018 Expenditure Report- Grant Year September 1, 2017-August 31, 2018

Currently, the award is in the 11th month of the contract, so the expended YTD% per service category should be (91.67%) to be on target.

- VI. FY 2019-2020 Part B/State Services Allocations Plan:** Mr. Henry explained the committee would have to make Part B/State Services Allocation Percentages for FY 2018. In the past the committee has made recommendations for Part B and State Services to the AA. The committee reviewed the previous year's Allocations spreadsheet. Mr. Henry informed the committee of needed recommendations and percentages for Part B/State Service for FY2019. The chair commented in order to allocate effectively the committee has had three years of data to look at percentages that's being allocated. She asked if the committee is being asked to rubber stamp the recommendations from the AA. The pointed out that some of the service category fund were retuned, but no data to justify why. Mr. Thekkekara gave explanations for some of the questions and concerns. A member asked if there was enough time to receive additional data to made decisions regarding the allocations.

Ms. Blackmon-Johnson explained typically with Part B/State Services allocations are at the discretion of the AA. The AA allocations recommendations were based on service utilization and expenditure data. The AA has asked the committee to review the allocation guide they receive last month to make the allocations recommendations.

The committee continued to discuss the recommendations and lack of data and how the AA's recommendations were done historically. Mr. Henry noted support staff has been collecting expenditure allocations data for Part B; the data is aggregated to include Part A/MAI/Part B/State Services; the bulk of the funds come from Part A. A small amount of those aggregated funds are from the data included in the Allocations Planning Guide some of it includes Part B.

The committee discussed the utilization of the service categories, making decisions with limited data, and received input from the community stakeholders.

Mr. Hillard stated going forward a recommendation will be made to reach out to Sherman-Dennison to discuss their needs.

The committee reviewed the State Services data in the Dashboards and Mr. Henry noted the data shows the history, but doesn't separate the HSDA's. Mr. Henry stated in the future he will have the State Services Dashboards separated into HSDA.

Members expressed their frustration with having to make allocation recommendations at the last minute with no data to support their decision. After a lengthy discussion the committee

agreed to use FY 2018 Allocations for FY 2019.

FY 2018 State Services Dallas HSDA:

FY2018 Rank	Service Category (Core Services)	FY2018 Plan
1(t)	Oral Health Care	0.00%
1(t)	Outpatient/Ambulatory Medical Care	0.00%
3	Medical Case Management	4.49%
4	AIDS Pharmaceutical Assistance	11.86%
5	Mental Health Services	1.50%
6	Early Intervention Services	0.00%
7	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Substance Abuse Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
9(t)	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	17.85%

FY2018 Rank	Service Category (Supportive Services)	FY2018 Plan
1	Food Bank	6.18%
2	Non-medical Case Management Services	17.14%
3	Medical Transportation	16.69%
4	Housing-Based Case Management	4.95%
5	Home Delivered Meals	8.89%
6	Emergency Financial Assistance	0.00%
7	Outreach Services - Lost to Care	0.00%
8	Other Professional Services (Legal Services)	2.75%
9	Congregate Housing	17.88%
10	Respite Care for Adults	1.05%
11(t)	Day Respite Care for Children/Youth/Adolescents	0.00%
11(t)	Health Education/Risk Reduction	1.94%
13	Child Care Services	4.68%
14	Linguistic Services	0.00%
	Total Support Services	82.15%
	Total Services	100.00%

Motion: *Kelly Richter motioned to accept the FY 2018 State Services Dallas HSDA Allocations Plan. Lionel Hillard seconded the motion. The motion passed unanimously.*

The committee reviewed the State Services Sherman-Dennison HSDA Allocations Plan.

Motion: *Lionel Hillard motioned to recommend to the Administrative Agency with a contingency to allocate according to what the agency states is needed and if the agency cannot define what is needed the Administrative Agency will default to the percentages*

recommendations in place. Debbe Velasquez seconded the motion. The motion passed unanimously.

FY 2018 State Services Sherman-Dennison

FY2018 Rank	Service Category (Core Services)	FY2018 Plan
1(t)	Oral Health Care	0.00%
1(t)	Outpatient/Ambulatory Medical Care	32.79%
3	Medical Case Management	0.00%
4	AIDS Pharmaceutical Assistance	15.87%
5	Mental Health Services	0.00%
6	Early Intervention Services	0.00%
7	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Substance Abuse Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
9(t)	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	17.85%

FY2018 Rank	Service Category (Supportive Services)	FY2018 Plan
1	Food Bank	0.00%
2	Non-medical Case Management Services	51.34%
3	Medical Transportation	0.00%
4	Housing-Based Case Management	0.00%
5	Home Delivered Meals	0.00%
6	Emergency Financial Assistance	0.00%
7	Outreach Services - Lost to Care	0.00%
8	Other Professional Services (Legal Services)	0.00%
9	Congregate Housing	0.00%
10	Respite Care for Adults	1.05%
11(t)	Day Respite Care for Children/Youth/Adolescents	0.00%
11(t)	Health Education/Risk Reduction	0.00%
13	Child Care Services	0.00%
14	Linguistic Services	0.00%
	Total Support Services	51.34%
	Total Services	100.00%

Motion: *Lionel Hillard motioned to accept the FY 2018 State Services Dallas HSDA Allocations Plan. Debbe Velasquez seconded the motion. The motion passed unanimously.*

Part B Dallas HSDA Allocations Plan

FY2019 Rank	Service Category (Core Services)	FY2019 Plan
1	Outpatient/Ambulatory Medical Care	65.67%

2	Oral Health Care	3.15%
3	Mental Health Services	0.00%
4	Medical Case Management	5.04%
5	AIDS Pharmaceutical Assistance	1.14%
6(t)	Substance Abuse Services	0.00%
6(t)	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Early Intervention Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
10	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	75.00%

FY2019 Rank	Service Category (Supportive Services)	FY2019 Plan
1	Food Bank	3.65%
2	Non-medical Case Management Services	9.58%
3	Medical Transportation	6.99%
4	Housing-Based Case Management	0.00%
5	Emergency Financial Assistance	1.88%
6	Outreach Services - Lost to Care	2.90%
7	Congregate Housing	0.00%
8	Other Professional Services (Legal Services)	0.00%
9	Home Delivered Meals	0.00%
10	Health Education/Risk Reduction	0.00%
11	Respite Care for Adults Day	0.00%
12	Respite Care for Children/Youth/Adolescents	0.00%
13	Child Care Services	0.00%
14	Linguistic Services	0.00%
	Total Support Services	25.00%
	Total Services	100.00%

Motion: James Kleitches motioned to accept the FY 2019 Part B Dallas HSDA Allocations Plan. Kelly Richter seconded the motion. The motion passed unanimously.

FY 2019 Part B Sherman-Dennison HSDA Allocations Plan

FY2019 Rank	Service Category (Core Services)	FY2019 Plan
1	Outpatient/Ambulatory Medical Care	19.87%
2	Oral Health Care	0.00%
3	Mental Health Services	0.00%
4	Medical Case Management	13.94%
5	AIDS Pharmaceutical Assistance	21.90%
6(t)	Substance Abuse Services	0.00%
6(t)	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	19.29%
8	Early Intervention Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
10	Home Health Care	0.00%

11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	75.00%

FY2019 Rank	Service Category (Supportive Services)	FY2019 Plan
1	Food Bank	3.34%
2	Non-medical Case Management Services	11.90%
3	Medical Transportation	8.43%
4	Housing-Based Case Management	0.00%
5	Emergency Financial Assistance	1.33%
6	Outreach Services - Lost to Care	0.00%
7	Congregate Housing	0.00%
8	Other Professional Services (Legal Services)	0.00%
9	Home Delivered Meals	0.00%
10	Health Education/Risk Reduction	0.00%
11	Respite Care for Adults Day	0.00%
12	Respite Care for Children/Youth/Adolescents	0.00%
13	Child Care Services	0.00%
14	Linguistic Services	0.00%
	Total Support Services	25.00%
	Total Services	100.00%

Motion: *Debbe Velasquez motioned to accept the FY 2019 Part B Sherman-Dennison HSDA Allocations Plan with a contingency to the Administrative Agency to allocate according to what the agency states is needed and if the agency cannot define what is needed the Administrative Agency will default to the percentages recommendations in place. James Wright seconded the motion. The motion passed unanimously.*

FY 2019 State Services Dallas HSDA Allocations Plan

FY2019 Rank	Service Category (Core Services)	FY2019 Plan
1	Outpatient/Ambulatory Medical Care	0.00%
2	Oral Health Care	0.00%
3	Mental Health Services	1.50%
4	Medical Case Management	4.49%
5	AIDS Pharmaceutical Assistance	11.86%
6(t)	Substance Abuse Services	0.00%
6(t)	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Early Intervention Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
10	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	17.85%

FY2019 Rank	Service Category (Supportive Services)	FY2019 Plan
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1	Food Bank	6.18%
2	Non-medical Case Management Services	17.14%
3	Medical Transportation	16.69%
4	Housing-Based Case Management	4.95%
5	Emergency Financial Assistance	0.00%
6	Outreach Services - Lost to Care	0.00%
7	Congregate Housing	17.88%
8	Other Professional Services (Legal Services)	2.75%
9	Home Delivered Meals	8.89%
10	Health Education/Risk Reduction	1.94%
11	Respite Care for Adults Day	1.05%
12	Respite Care for Children/Youth/Adolescents	0.00%
13	Child Care Services	4.68%
14	Linguistic Services	0.00%
	Total Support Services	82.15%
	Total Services	100.00%

Motion: Lionel Hillard motioned to accept the FY 2019 State Services Dallas HSDA Allocations Plan. James Wright seconded the motion. The motion passed unanimously.

FY 2019 State Services Sherman-Dennison

FY2019 Rank	Service Category (Core Services)	FY2019 Plan
1	Outpatient/Ambulatory Medical Care	32.79%
2	Oral Health Care	0.00%
3	Mental Health Services	0.00%
4	Medical Case Management	0.00%
5	AIDS Pharmaceutical Assistance	15.87%
6(t)	Substance Abuse Services	0.00%
6(t)	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Early Intervention Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
10	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	48.66%

FY2019 Rank	Service Category (Supportive Services)	FY2019 Plan
1	Food Bank	0.00%
2	Non-medical Case Management Services	51.34%
3	Medical Transportation	0.00%
4	Housing-Based Case Management	0.00%
5	Emergency Financial Assistance	0.00%
6	Outreach Services - Lost to Care	0.00%
7	Congregate Housing	0.00%
8	Other Professional Services (Legal Services)	0.00%
9	Home Delivered Meals	0.00%
10	Health Education/Risk Reduction	0.00%

11	Respite Care for Adults Day	0.00%
12	Respite Care for Children/Youth/Adolescents	0.00%
13	Child Care Services	0.00%
14	Linguistic Services	0.00%
	Total Support Services	51.34%
	Total Services	100.00%

Motion: *Debbe Velasquez motioned to accept the FY 2019 State Services Sherman-Dennison with a contingency to the Administrative Agency to allocate according to what the agency states is needed and if the agency cannot define what is needed the Administrative Agency will default to the percentages recommendations in place. Kelly Richter seconded the motion. The motion passed unanimously.*

VII. **New Business:** Lionel Hillard stated to request that the AA report back to the committee any changes that were made outside of the recommendations.

VIII. **Adjournment:** *Kelly Richter motioned to adjourn. Lionel Hillard seconded the motion. The motion passed unanimously.*

Submitted by:

Annie Sawyer-Williams, RWPC Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Yolanda Jones, Chairperson
Lionel Hillard, Vice Chair

Date

NEXT SCHEDULED MEETING
September 24, 2018 Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207