

ALLOCATIONS COMMITTEE

January 28, 2019 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

Yolanda Jones, Chair
Lionel Hillard

Buffie Bogue
James Wright

James Kleitches
Phillip Scheldt

MEMBERS ABSENT

Kelly Richter

Debbe Velasquez

**RWPC STAFF
PRESENT**

Glenda Blackmon-Johnson,
RWPC Program Manager

Annie Sawyer-Williams
RWPC Coordinator

Joe Thekkekara, Grants Managers

Wanda Scott, Program Monitor

OTHERS PRESENT

Karin Petties, Prism Health NTX
Skylar Lange

Dwight Harry, ASD

Tina Kelly, HSNT

I. Call to Order: Yolanda Jones, Allocations Chair, called the meeting to order at 5:17 p.m.

II. Certification of Quorum: Quorum was established by Annie Sawyer-Williams, RWPC Coordinator, and certified by Yolanda Jones.

III. Introductions/Announcements:

- a. Glenda Blackmon-Johnson, RWPC Manager, announced on January 25th the RWPC Leadership Training was conducted with a target audience of Chair, and Vice Chair. Words of encouragement were given by Judge Clay Jenkins, Ganesh Shivaramaiyer, and Sonya Hughes. The RWPC retreat is scheduled for March 8th at Meadows Conference Center from 9 a.m. to 4 p.m.
- b. Lionel Hillard announced the new Medical Director of the Health and Human Service, Dr. Philip P. Huang introduced himself to the CCC; he mentioned he assisted with the Fast Track Program in Austin and excited to share lesson learn.

IV. Approval of October 22, 2018 Minutes: *Lionel Hillard motioned to accept the minutes as written. Phillip Scheldt seconded the motion. Motion passed unanimously.*

V. Office of Support: Glenda Blackmon-Johnson shared the RWPC membership reflectiveness; four members have term-out and currently the RWPC roster seats 22 members. She is in contact with Judge Clay office regarding the pending applications. The vacant leadership seats are: Needs Assessment (*Vice Chair*), Evaluation (*Chair*), and Allocations (*Vice Chair*).

A pilot Needs Assessment survey has been released and feedback is requested; anyone interested in completing the survey may contact the office of support.

VI. FY 2018 Part A/MAI/Pat B/State Services Expenditure Reports (FY 2019 Notice of Grant Award: Part A/MAI/Formula/Supplemental grants): Joe Thekkekara gave an overview of the Part A/MAI spreadsheet.

Programmatic Update:

- The Administrative Agency has completed the reallocations of FY 2018 Part A Formula, Supplemental and MAI Awards.
- The Administrative Agency has received DSHS for the FY 2019-2020 Part B Grant.
- The Administrative Agency has received NGA for the Part A/MAI for FY 2019-2020.

Expenditure Report 2018:

- Currently, the FY 2018 Part A/MAI grants are in the 10th month of the billing cycle so the expended year to date (YTD) percentage per service category should be around 83.33% to be on target.

Part A: Formula

- As of 12/31/18 **72.19%** of Part A Formula funds has been expended for FY 2018.

Part A: Supplemental

- As of 12/31/18 **44.72%** of Part A Supplemental funds has been expended for FY 2018.

MAI

- As of 12/31/18 **75.87%** of Part A/MAI funds has been expended for FY 2018.

Mr. Thekkekara stated the FY 2018-2019 Part A unexpended amount is \$90,000. The AA will request for carryover funds.

Ms. Jones shared her goals for the Allocations committee:

- Be more prepared- receive documents ahead of time in order to be better prepared for the committee meetings in order to have better dialogue.
- She would like to draft a survey; from the Allocations Committee to sub-recipients who attend the meetings for their feedback to the committee regarding their experience with funding. (Ms. Jones will forward the Office of Support the questions).
- She asked committee members what changes they would like to see for the committee.
- She requested that the expenditure reports are released early when polling for committee meeting.

A guest suggested the committee be aware of the various funding streams coming into the area and exactly what they are funding. Part of the charge of the RWPC is in understanding where the gaps are and addressing them with RWPC funds.

A guest suggested the allocations members should have a better understanding of what the service categories are and knowledge of the allocations that go to the service categories.

The committee discussed requesting data through the AA from sub-recipients to use for decision making. A member expressed that the disappointing part of the decision making process for the Allocations Committee is not receiving information or data in a timely manner.

Mr. Thekkekara gave an overview of the FY 2019 Part A/MAI Allocations. He noted the Notice of Grant Award (NGA) is the full award; which will help the AA get the funding to sub-recipients.

VII. New Business: Ms. Scott suggested the RWPC committees have more collaboration with the AA.

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

The meeting was adjourned at 5:54 p.m.

Submitted by:

Annie Sawyer-Williams, RWPC Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Yolanda Jones, Chairperson
Vacant, Vice Chair

Date

NEXT SCHEDULED MEETING
November 26, 2018 Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207