

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

Memorandum

To: Members, Allocations Committee
From: RWPC Support Staff
Date: Thursday, October 22, 2020
Re: Meeting Announcement

Please note that there will be an:

Allocations Committee Meeting

Monday, October 26, 2020 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. If you are unable to attend, please notify the RWPC Office of Support at (214) 819-1840 on or before Friday, October 23, 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 Meeting - October 26, 2020

5:15 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 2, 2020 Minutes | | Action Item |
| V. Office of Support Report | | Discussion Item |
| • RWPC Membership Representation and Reflectiveness | | |
| VI. FY 2020 State Services/Sherman HSDA 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, November 23, 2020 4:00 PM

Will be held via TELE-CONFERENCE

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

ALLOCATIONS COMMITTEE

October 2, 2020 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	

MEMBERS ABSENT

Kelly Richter, Chair	James Wright, Vice Chair
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RWPC STAFF PRESENT

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

Wanda Scott, Grants Manager	Sonya Hughes, Assistant Director	
Justin M. Henry, Grants Manager	Nevin Epen, Grants Analyst	Sylvia Otero, CPA

OTHERS PRESENT

Jonnita Brown	Tony Lokash, LHOT	Kellie Norcott, PHHS
Yolanda Jones, ASD	Pamela Barnes, HSNT	Miranda Grant, AIN
Karin Petties, Prism Health	Rick Moore	Joni Wysocki, AIN
Del Wilson, RCD		

- 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. Lionel Hillard announced that James Wright, allocations committee vice chair was recently admitted to the hospital and to keep him in our thoughts.
- IV. **Approval of the August 24, 2020 Meeting Minutes:** James Kleitches made the motioned to approve the Allocations Committee minutes. Buffie Bogue seconded the motion. The motion passed unanimously.
- V. **Office of Support:** RWPC manager reported on the Allocations Committee membership totals 6; one member rolled off the listing. The committee’s reflectiveness with the community is at 50% with Black, and White representation and 0 with the Hispanic populations. RWPC membership reflectiveness; 23 of the 33 seats are filled; with 50% non-aligned consumers.
- VI. **FY 2020 Part A/MAI/Part B/State Services/Rebate Reallocation Recommendations:** Claudy Jean Pierre, RWPC staff facilitated the reallocation discussion with a presentation of the FY 2020 YTD expenditure data. The *first* table of data sets highlighted the partial allocations trend for the FY 2020 Part A funds for the core medical and support categories. He introduced a color code legend characterized by indicators established to gauge percentages the need for funding reallocation for the core medical and support service categories where there’s a demonstrated need with the color code legend as follows: **0-50%Green=Low Need, 51-75%Yellow=Moderate Need, 76-100%Red=True Need.** The *second* table of data sets contained Part A FY 2020 YTD expenditures percentages ranging from 0-100% for core medical and support service categories broken down by color to reflect the need for reallocation.

The *third* table of data sets highlighted the partial allocations trend for the FY 2020 MAI funds to the core medical and support categories; followed by the *fourth* table of data sets which contained MAI FY 2020 YTD expenditures percentages ranging from 0-100% for core medical and support service categories broken down by color to reflect the need for reallocation.

The *fifth* table of data sets highlighted the partial allocations trend for the FY 2020 Part B funds to the core medical and support categories. The *sixth* table of data sets contained Part B FY 2020 YTD expenditures percentages ranging from 0-100% for core medical and support service categories broken down by color to reflect the need for reallocation.

The *seventh* table of data sets highlighted the partial allocations trend for the FY 2020 State Services Rebate funds to the core medical and support categories. The *eight* table of data sets contained State Services-Rebate FY 2020 YTD expenditures percentages ranging from 0-100% for core medical and support service categories broken down by color to reflect the need for reallocation.

The *ninth* table of data sets highlighted the partial allocations trend for the FY 2020 State Services funds to the core medical and support categories. The *tenth* table of data sets contained State Services FY 2020 YTD expenditures percentages ranging from 0-100% for core medical and support service categories broken down by color to reflect the need for reallocation.

The *eleventh* table of data sets presented a comprehensive overview of the core medical and support service categories (*for which requests were made for increased funds*) with YTD expended percentages averaged for each service category for the **FY 2020 Part A/MAI/Part B/State Services/Rebate** funds. Thereafter, the committee discussed the justification documentation presented to further justify why funds were being returned for reallocation and to justify requests for increased funding. The members discussed concerns, made inquiries and presented questions for clarification. As well, the administrative agency provided explanations for further clarification regarding the expenditure data sets and service categories.

- The members proceeded to the reallocations discussion. The committee discussed the spreadsheet for the FY 2020 Part A 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 Part A Fund Reallocation Spreadsheet attached reflects the committee's reallocation recommendation. *Lionel Hillard made a motion to accept the reallocation as shown on the Part A spreadsheet. Buffie Bogue seconded the motion. The motions passed.*
- The members proceeded to the reallocations discussion. The committee discussed the spreadsheet for the FY 2020 Part B 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 Part B Fund Reallocation Spreadsheet attached reflects the committee's reallocation recommendation. *Lionel Hillard made a motion to accept the reallocation as shown on the Part B spreadsheet. Naomi Green seconded the motion. The motions passed.*
- *The members proceeded to the reallocations discussion. The committee discussed the spreadsheet for the FY 2020 State Services/Rebate Dallas HSDA 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/Rebate Fund Reallocation Spreadsheet attached reflects the committee's reallocation recommendation. Lionel Hillard made a motion to accept the reallocation as shown on the State Services/Rebate Funds spreadsheet. Buffie Bogue seconded the motion. The motion passed.*
- *The members proceeded to the reallocations discussion. The committee discussed 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 as shown on the State Services/Rebate Funds spreadsheet. **Not properly seconded the motion. The motion not passed.***

VII. **FY 2020 Part A/MAI/Part B/State Services Expenditure Reports:** Sylvia Otero, Senior Fiscal Monitor, on behalf of the Administrative Agency explained the "Allocation Projections and Actual Awards" worksheets, which provided an analysis of the amounts expended and unexpended for all the service categories. The worksheet computed the percentages of the total amount of funds received from Part A Formula, Part A Supplemental, MAI, Part B Formula, State Services, and State Services Rebate for the grants that ended in 2020.

VIII. **New Business:** NA

IX. **Adjournment:** *James Kleitches motioned to adjourn. Buffie Bogue seconded the motion. The motion passed unanimously.* The meeting was adjourned at 7:21p.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

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Dallas County Health and Human Services Building