

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

Memorandum

To: Members, Allocations Committee
From: RWPC Support Staff
Date: Friday, July 24, 2020
Re: Meeting Announcement

Please note that there will be an:

Allocations Committee Meeting
Monday, July 27, 2020 at 4:00 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 Monday, July 27, 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
Grants Management Officer - Vacant
Wanda Scott, Grant Manager
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
Justin Henry, RWPC Health Planner
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

Monday, July 27, 2020

4:00 PM

- | | | |
|-------|---|-------------------------------|
| I. | Call to Order | Kelly Richter or James Wright |
| II. | Certification of Quorum | Kelly Richter or James Wright |
| III. | Introductions/Announcements | Kelly Richter or James Wright |
| IV. | Approval of the May 18, 2020 Minutes | Action Item |
| V. | Office of Support Report | Discussion Item |
| | • RWPC Membership Representation and Reflectiveness | |
| VI. | Part A/MAI/Part B/State Services Expenditure Reports | Discussion Item |
| VII. | Recommendation to Endorse FY 2021 Part A/MAI/Part B/State Services Allocations based on Actual Award | Action Item |
| VIII. | New Business | |
| IX. | Adjournment | Kelly Richter or James Wright |

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

NEXT SCHEDULED MEETING

Monday, August 24, 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		
May 18, 2020 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		
Kelly Richter, Chair James Kleitches	Lionel Hillard	James Wright, Vice Chair
MEMBERS ABSENT		
Jacobi Hunter-Wright Naomi Green	Phillip Scheldt Buffie Bogue	
RWPC STAFF PRESENT		
Glenda Blackmon-Johnson, RWPC Program Manager	Justin M. Henry RWPC Planner	Annie Sawyer-Williams RWPC Coordinator
Wanda Scott, Program Monitor	Sylvia Otero, Grants Analyst	
OTHERS PRESENT		
Louise Weston-Ferrill, HSNT Shelby C., HSNT	Pam Barnes, HSNT	Tina Kelly,

- I. **Call to Order:** Kelly Richter, Allocations Chair, called the meeting to order at 4:06 p.m.
- II. **Certification of Quorum:** Quorum was established by Justin M. Henry, RWPC Planner, and certified by Kelly Richter.
- III. **Introductions/Announcements:** N/A.
- IV. **Approval of the April 27, 2020 Minutes:** *Lionel Hillard motioned to accept the Allocations Committee minutes. James W seconded the motion. The motion passed with one abstention.*
- V. **Office of Support:** Annie Sawyer-Williams reported on the Allocations Committee membership reflectiveness is currently at 7 members and the RWPC membership reflectiveness is currently at 24 members and 50% of non-aligned members.

Justin Henry reported he has been working on the Priority Setting and Resource Allocations (PSRA) Guide. He invited members of the Allocations Committee to the Planning & Priorities committee meeting on Wednesday, May 20th to receive an overview of the data for the Core Medical Services categories. The committee discussed data changing in the future due to the COVID-19 virus.

- VI. **Part A/MAI/Part B/State Services Expenditure Reports:** Sylvia Otero, on behalf of the Grant Managements, gave the programmatic update of the documents provided.

Programmatic Update – Overview

- The Administrative Agency is currently working on the new Request for Proposal (RFP) and a partial award has been issued to the agencies.
- The partial award is intended to cover the reimbursement requests of the agencies until the final contract is awarded.

A question was asked in the grant expenditure report from April 23rd the FY 19 Part A carryover showed that there was \$266,078.58 expended in Oral Health. However, this figure was not included in the update in this expenditure report. Is there a reason this expenditure was excluded from the most current expenditure report? Mrs. Otero stated the carryover did not show up in the updated expenditure report; she will research and report

back to the committee.

VII. **New Business:** N/A.

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

The meeting was adjourned at 4:29 p.m.

Submitted by:

Annie Sawyer-Williams, RWPC Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Kelly Richter, Chairperson
James Wright, Vice Chair

Date

NEXT SCHEDULED MEETING

June 22, 2020 Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207