

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

Memorandum

To: Members, Allocations Committee

From: RWPC Support Staff

Date: Tuesday, May 18, 2021

Re: Allocations Committee Meeting Announcement

---

Please note that there will be an:  
Allocations Committee Meeting

**Monday, May 24, 2021 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 the meeting, please notify the RWPC Office of Support, Glenda Blackmon Johnson at (214) 819-1857 on or before noon on Friday, May 21, 2021. 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/>

<https://www.youtube.com/channel/UCsej0mq91GN6d51VIVlp9ZA>

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  
Vacant, RWPC Office of Support  
Claudy Jena-Pierre, RWPC Office of Support  
Kofi Bissah, ADAP Coordinator  
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  
Oto address the evolving needs of the HIV/AIDS community.*

## AGENDA

### Expenditure/Allocation Reports

May 24, 2021

5:15 PM

- |   |   |
|---|---|
| I. Call to Order  | Lionel Hillard, Chair or Auntjuan Wiley, Vice Chair |
| II. Certification of Quorum   | Lionel Hillard, Chair or Auntjuan Wiley, Vice Chair |
| III. Introductions/Announcements  | Lionel Hillard, Chair or Auntjuan Wiley, Vice Chair |
| IV. Approve May 3, 2021 Meeting Minutes                                   | <b>Action Item</b>                                  |
| V. HRSA/DSHS FY2020 Final Expenditure Reports                             | Discussion Item                                     |
| VI. Ryan White Grant – AA Expenditure Report(s)                           |   |
| • FY 2020 State Services YTD Expenditure Report                           | Discussion Item                                     |
| • FY 2021 Part A Formula - <u>March/April</u> - Expenditure Report        | Discussion Item                                     |
| • FY 2021 /Part B Formula/State Rebate - <u>April</u> -Expenditure Report | Discussion Item                                     |
| VII. Ryan White Grant – AA Allocation Update Report(s)                    |   |
| • FY 2021 State Services Allocation Update                                | Discussion Item                                     |
| VIII. New Business  |   |
| IX. Adjournment   | Lionel Hillard, Chair or Auntjuan Wiley, Vice Chair |

**Due to COVID-19**

**Until Further Notice**

NEXT SCHEDULED MEETING

Monday, June 28, 2021 5:15 PM

Will be held via TELE-CONFERENCE

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

<b>ALLOCATIONS COMMITTEE</b>		
May 3, 2021 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		
MEMBERS PRESENT		
Lionel Hillard, Chair Auntjuan Wiley, Vice Chair	Kelly Richter James Wright	Naomi Green
MEMBERS ABSENT		
Buffie Bogue	James Kleitches	
RWPC STAFF PRESENT		
Glenda Blackmon Johnson RWPC Office of Support	Claudy Jean Pierre RWPC Office of Support	
Grants Management Staff Present		
Wanda Scott, Grants Manager Barbara Kakembo	Amanda Burks, AA	Justin Henry, GPM
OTHERS PRESENT		
Kellie Norcott, PHHS Joni Wysocki, AIN/AHF	Dwight Harry, ASD	Shelby Cefolda, HSNT

- I. **Call to Order:** Lionel Hillard, Allocations Chair, called the meeting to order at 5:28 p.m.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard, Allocations Chair and certified by Claudy Jean Pierre, RWPC Office of Support.
- III. **Introductions/Announcements:** None
- IV. **Approval of the April 26, 2021 Meeting Minutes:** Auntjuan Wiley made the motion to approve the Allocations Committee minutes. James Wright seconded the motion. The motion passed.
- V. **FY 2021 Part A MAI Full Award Allocation/Endorsement Letter for the Full Part A Award Allocations:**  
Lionel Hillard opened the discussion by asking Wanda Scott to provide an update regarding the update from the detail discussed in the 4/26/2021 committee meeting. She explained that the finance unit conducted a comprehensive review of the funding allocations of the full award to ensure accuracy.  
  
Wanda provided a comprehensive overview of the funding allocations for the FY 2021 partial awards. She discussed the FY 2021 full award allocations and presented the data in spreadsheet. The green spreadsheet reflected the updated information regarding the categories that were not level funded based on the percentages approved by the RWPC. (See attachment) She provided an updated worksheet for the full award which was color coded in green. She provided a breakdown of Part A funds.  
  
Wanda Scott provided an overview of the **FY 2021 Actual Part A/MAI Full Award Allocation**. She made reference to the committee's FY 2021 allocations as established by the committee in FY 2020 by percentage. She provided the percentage allocation update for the core medical and support categories.  
  
Those categories were substance abuse, mental health, other professional services and outreach services. Two core medical services and two support services. She informed the members that the **unobligated balance = Part A Formula \$161,357.00**. The AA would seek additional input from provider for funding needs and that the AA would seek to reallocate funds in June 2021.  
  
The committee continued with their questions and comments. The committee discussed what the updated allocation amounts than presented questions for further clarification. Members conducted their vote to allocate funds to the underfunded service categories.

*The AA reported unobligated Part A funds = \$220,016.00*  
*FY 2019 Carryover* *\$195,107.00*  
*Total* *\$415,123.00*

*In response to the AA’s Report the members **allocated and voted** regarding the unobligated funds to level fund underfunded core medical and support service categories.*

*The results were as follows:*

*Other Professional Services – \$84,807.00*  
*Outreach Services* *\$39,479.00*  
*Mental Health* *\$157,914.00*  
*Substance Abuse* *\$79,211.00*

*Naomi Green motioned to allocate funds to level fund underfunded categories and Kelly Richter second the motion and Lionel Hillard, chair followed up the discussion with Wanda Scott regarding the unobligated fund amounts. Wanda discussed the amount that each of the categories funded are currently funded. The members closed the exercise with comments in the chat box.*

- VI. **FY 2021 Part A/MAI Full Award Allocation Endorsement Letter for the Full Part A Award.** The committee approved the letter at the 4.26.2021 committee meeting. And, did not revisit.
- VII. **New Business: None.**
- VIII. **Adjournment: Auntjuan Wiley** made the motioned to adjourn. Naomi Green seconded the motion. The motion passed unanimously. The meeting was adjourned at 5:41 p.m.

Submitted by:

\_\_\_\_\_  
 Glenda Blackmon Johnson, RWPC Office of Support

\_\_\_\_\_  
 Date

Certified by:

\_\_\_\_\_  
 Claudy Jean-Pierre, RWPC Office of Support

\_\_\_\_\_  
 Date

Final Approval by:

\_\_\_\_\_  
 Lionel Hillard, RWPC Chair  
 Auntjuan Wiley, Vice Chair

\_\_\_\_\_  
 Date

**Due to COVID-19**  
NEXT SCHEDULED MEETING  
**Monday, May 24, 2021 at 5:15 pm**  
**Will be held via TELE-CONFERENCE**  
 Dallas County Health and Human Services Building