

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

Memorandum

To: Members, Allocations Committee

From: RWPC Support Staff

Date: Tuesday, April 27, 2021

Re: Allocations Committee Meeting Announcement

Please note that there will be an:
Allocations Committee Meeting

Monday, May 3, 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, please notify the RWPC Office of Support, Glenda Blackmon Johnson at (214) 819-1857 on or before noon on Friday, April 30, 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

Re-Allocations Emergency Meeting

May 3, 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. Approval of the April 26, 2021 Minutes | Action Item |
| V. FY 2019/2021 Actual Part A/MAI Full Award Unobligated Fund Allocation | Action Item |
| VI. FY 2021 Actual Part A/MAI Full Award Allocation <ul style="list-style-type: none">• Endorsement Letter for the Full Part A Award Allocations | Action Item |
| VII. New Business | |
| VIII. Adjournment | Lionel Hillard, Chair or Auntjuan Wiley, Vice Chair |

Due to COVID-19

Until Further Notice

NEXT SCHEDULED MEETING

Monday, May 24, 2021 5:15 PM

Will be held via TELE-CONFERENCE

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

ALLOCATIONS COMMITTEE

April 26, 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	Kelly Richter	Naomi Green
Buffie Bogue	James Wright	James Kleitches

MEMBERS ABSENT

Auntjuan Wiley, Vice Chair

RWPC STAFF PRESENT

Glenda Blackmon Johnson	Claudy Jean Pierre
RWPC Office of Support	RWPC Office of Support

Grants Management Staff Present

Sonya Hughes, AD	Amanda Burks, AA	
Wanda Scott, Grants Manager	Oscar Salinas, CQM	Nevin Epen

OTHERS PRESENT

Crystal Curtis	Dwight Harry, ASD	Pam Barnes, HSNT
Kellie Norcott	Yolanda Jones	Anthony Snipes
Kevin Chadwin Davis		

- I. **Call to Order:** Lionel Hillard, Allocations Chair, called the meeting to order at 5:16 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:**
 - Lionel Hillard, chair announced to the committee that the Priority Setting Resource Allocation Process is currently underway. Next month the planning and priorities and the consumer council committees will conduct a joint meeting to conduct their priority voting. He encouraged members to join.
 - Yolanda announced that AIDS Service of Dallas has two tele-health machines on site. The machines eliminate barriers for clients; and stabilize housing and enhances the clients ability to maintain health compliance.
- IV. **Approval of the March 22, 2021 Meeting Minutes:** Naomi Green made the motioned to approve the Allocations Committee minutes. Buffie Bogue seconded the motion. One abstention. The motion passed.
- V. **Office of Support:** The Office of Support reported the following regarding the Allocations Representation and Reflectiveness. The Allocations committee has 15 seats; 7 members, 8 seats are open. The 1st group impacted with the highest numbers are Blacks at 10,111 or 42% representation; Allocations membership consists of 7 people of whom 4 are Black with representation at 57% reflectiveness. The 2nd group impacted with the next highest numbers are White at 6,598 or 27% representation; Allocations membership consists of 7 people of whom 3 are White with representation at 43% reflectiveness. The 3rd group impacted with the next highest numbers are Latinx/Hispanic at 5,639 or 24% representation; Allocations membership consists of 7 people of whom 0 are Latino/Hispanic with representation at 0% reflectiveness. The Texas HIV data reported at the end of 2019 the total people living with HIV 24,076.
- VI. **FY 2021 Part A MAI Full Award Allocation/Endorsement Letter for the Full Part A Award Allocations:** Lionel Hillard opened the discussion regarding the Endorsement letter. He reminded the committee of the partial award endorsement letter that the committee discussed in the previous meeting. Further, he explained that the office of support spoke with the Project Officer regarding the need for the Partial and Full Award endorsement letters. The Project officer indicated that the committee needed only to focus on the Full Award Endorsement Letter. James Kleitches made the motioned to approve the Endorsement Letter to forward to the RWPC for final approval. Naomi Green seconded the motion.

Lionel informed the committee that in addition to the FY 2021 Full Award, that FY 2019 which were carried forward because the funds were unexpended during the program year. HRSA was asked to give permission to carry

those funds forward.

Sonya Hughes provided an update regarding the Notice of Award submittal to Commissioners Court for acceptance and approval; the submission included sub-recipient awards as well. The commissioner will vote at the first court session on May 4, 2021.

Wanda provided a comprehensive overview of the funding allocations for the FY 2021 partial awards. She discussed the FY 2021 partial award allocations by category for each of the core medical and support services; frequently referring to the committee's original percentage allocations which were approved by the planning council for the FY 2021 allocations. She provided an updated worksheet for the full award which was color coded in yellow, black and green. She provided a breakdown to provide insight as to how percentages were obtained for the allocations shown.

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.

Wanda Scott explained that allocations aligned with the percentages that the committee established with the Part A Formula 2021-2022 Award. She discussed each core medical service category and each support service category. And she included the actual dollars allocated as well. The amounts were cumulative dollars which included the partial award.

She explained to the members that the AA's initial award allocation methodology factored with the committee's percentage allocations rendered unobligated funds in several service categories. The AA wanted present the matter to the committee attention. She informed the members that in response to the State's mandate for the realignment of the 75/25 rule for core medical and support services; percentage allocations were not established for each specific category for Part B funds. This was also presented as the case for State Rebate funds. She explained that as a result, some service categories sustained as much as a 50% funding cut. She indicated that those funds were utilized as wraparound components for service delivery within the EMA. Further, she explained as a result at least four categories at the minimum were not level funded and/or underfunded for the respective program year. 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 \$63,786.00; Supplemental 156,230.00**. The committee engaged in an extensive discussion, presented concerns and questions regarding the impact of the change and implementations for the 75/25 rule and the current application for the core medical and support services for the FY 2021 program year. She informed that members that she will be soliciting for **Request for Increase** in July 2021. She provided clarification to explain that regarding the **Request for Proposals** the use of the AA's methodology some categories were ward funds that exceeded their request. She and Sonya conveyed concerns about service delivery that were presented by the sub-recipients as a result of the unexpected funding cuts.

She proceeded to show the members their color coded FY 2021 Allocation Spreadsheet for review and clarification regarding the committee's projected allocation percentages for Part A, Part B, and State Rebate. Further, she pointed out the baseline/level funding allocated in Part A. In comparison, she showed **Column F & Column W; Column U** which reflected the allocation gaps created as a result of the 75/25 alignment. She identified the service categories that were impacted, thus percentages were not assigned change: Linguistics; Other Professional Services; Outreach, Substance Abuse and Mental Health. The committee continued with their questions and comments. She also explained that the partial awards were partial allocations. The committee discussed what the allocation amounts would be if the categories were level funded based on the full award allocations. The committee asked for a breakdown of the unobligated and carryover funds. She explained that HRSA has issued a waiver for the 95% unexpended penalty.

Members continued the discussion for further clarification, the member inquired pertaining to allocations to categories where there may or may not be a need. Members asked if additional information is available for input. Sonya explained the AA sought to address with the committee the categories of which they were advised and that the unobligated balance would be addressed as well. Members agreed to continue their discussion regarding the underfunded 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 and because there was **no Action Item on the Agenda**, the members engaged in a **mock exercise to allocate and vote** regarding the unobligated funds to level fund underfunded core medical and support service categories.*

The results were as follows:

Other Professional Services – \$64,929.00
Outreach Services *\$54,036.00*
Mental Health *\$111,205.00*
Substance Abuse *\$184,953.00*

In this mock exercise, Naomi 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.

VII. **FY 2021 Part A MAI Expenditure Reports:** Tabled

VIII. **Adjournment:** Kelly Richter made the motioned to adjourn. James Kleitches seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:01 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 Hillared, RWPC Chair
 Auntjuan Wiley, Vice Chair

 Date

Due to COVID-19
NEXT SCHEDULED MEETING
Monday, May 3, 2021 at 5:15 pm
Will be held via TELE-CONFERENCE
 Dallas County Health and Human Services Building

Ryan White Planning Council of the Dallas Area

2377 N. Stemmons Freeway Suite 200, Dallas, Texas 75207-2710
(214) 819-1857 voice (214) 819-6023 fax

April 26, 2021

Chief Elected Official
County Judge Clay Jenkins

Director of Health & Human Services
Philip Huang, MD, MPH

Planning Council Chair
John Dornheim

Planning Council Vice Chairs
Auntjuan Wiley, Helen Zimba

Allocations Committee
Lionel Hillard, Chair
Auntjuan Wiley, Vice Chair

Consumer Council Committee
Donna Wilson, Chair
Sattriona Nyachwaya, Vice Chair

Evaluation Committee
John Dornheim, Chair
Vacant, Vice Chair

Planning & Priorities Committee
John Dornheim, Chair
Vacant, Vice Chair

Needs Assessment Committee
Auntjuan Wiley, Chair
John Dornheim, Vice Chair

Support Staff
Glenda Blackmon-Johnson
Claudy Jean-Pierre

Patryce Peden
Grants Management Specialist
Government and Special Focus Branch
Division of Grants Management Operations, OMPS
5600 Fisher Lane Room 11-30
Rockville, Maryland 20857

Re: Planning Council Endorsement of FY 2021 (Full) Award

Dear Ms. Peden:

The Ryan White Planning Council (PC) endorsed the FY 2021 allocations from calendar year 2020 as recommended by the Allocations Committee prior to the award being received; the Allocations Committee affirms receipt of the actual (Full) award for FY 2021-2022 Formula and Supplemental and carryover grants to the Dallas EMA.

The Dallas EMA's fiscal Year 2021-2022 Formula, Supplemental, and Minority AIDS Initiative (MAI) fund allocations are based on the actual (Full) award and expended according to percentage allocations established for the priority services as approved by the Planning Council.

It is the Allocations Committee's recommendation to the Planning Council to endorse the FY 2021 Ryan White HIV/AIDS Part A & MAI Planned Allocation Tables for the established FY 2021 priority service categories.

In response to the **Notice of Award: H8900014** fiscal year 2021, the PC Chair provides this letter on behalf of the Ryan White Planning Council endorsing the priorities and (Full) award allocations.

Sincerely,

Lionel Hillard, Allocations Committee Chair or Auntjuan Wiley, Vice Chair

Date

John Dornheim, Planning Council Chair
Ryan White Planning Council of the Dallas Area

Date