

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

Memorandum

To: Members, Allocations Committee

From: RWPC Support Staff

Date: Monday, August 16, 2021

Re: Allocations Committee Meeting Announcement

Please note that there will be an:
Allocations Committee Meeting

Monday, August 23, 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 Logane Brazile, RWPC Office of Support Logane.Brazile@dallascounty.org on or before noon on Friday, August 20, 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/>

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
Logane Brazile, RWPC Office of Support
Vacant, 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**

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

Allocations Meeting

August 23, 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 July 26, 2021 Meeting Minutes | Action Item |
| V. RWPC Modification Recommendation for FY 2022-23 | Discussion Item |
| VI. FY 2021 Part A/MAI/Part B/SS State Rebate Reallocation | 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, September 27, 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		
July 26, 2021 Allocation Meeting Minutes - PRSA		
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		
Lionel Hillard, Chair James Kleitches	Kelly Richter Buffie Bogue	Naomi Green James Wright
MEMBERS ABSENT		
Auntjuan Wiley, Vice Chair		
RWPC STAFF PRESENT		
Glenda Blackmon Johnson RWPC Office of Support		Logane Brazile RWPC Office of Support
Grants Management Staff Present		
Sonya Hughes, AD Wanda Scott, GFM	Nariah Webster, SFM Nevin Eapen, GA	Justin Henry, GPM Barbara Kakembo
OTHERS PRESENT		
Rodrigo Chaves Merline Wilson	Dwight Harry, ASD	Joni Wysocki, AIN/AHF

- I. **Call to Order:** Lionel Hillard, Allocations Chair, called the meeting to order at 5:23 p.m.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard, Allocations Chair and certified by Glenda Blackmon-Johnson, RWPC Office of Support.
- III. **Introductions/Announcements: None**
- IV. **Approval of the June 28, 2021 Meeting Minutes:** Kelly Richter made the motioned to approve the Allocations Committee minutes. Naomi Green seconded the motion. The motion passed.
- V. **FY 2022 Part A/MAI/Part B/State Services Resource Allocations:** Lionel Hillard opened the discussion with a request to Justin Henry, former RWPC Planner, to provide an overview of the Resource Allocation Process for Part A/MAI/State Services.
 - *Justin Henry, GPM, made the following disclosure statement regarding the Allocations process for this Meeting: Before I begin, I will in no way insert my opinion into the presentation. I once was the former Planner. I am strictly coming from an objective point of view. I am here to facilitate the process in Claudy’s absence; and to encourage discussion among members to make the process as smooth as possible.*

Mr. Henry initiated the overview by sharing the screen which reflected a spreadsheet with chart description, all core medical and support service categories were shown. percentage allocations for all funding streams to include Part A, MAI, Part B, State Services, State Rebate. The first column reflected RWPC projected percentage allocation followed by Actual Percentage (Post Reallocation); Variance; Percent Expended over the period from FY 2018 – FY 2021. Member engaged in a comprehensive discussion.

He discussed re-working the spreadsheet containing the allocation information presented during the last year’s Allocations meeting. He continued by explaining how his worksheet functioned.

In each of the variance columns, the differences between projected percentages and actual percentages is expressed. Cells were color coded either green or red to represent positive or negative values. Mr. Henry then discussed the detail featured on the spreadsheet. Columns included the following funding streams; Part A Formula, Minority AIDS Initiative, Part B Formula, State Services, State Services Rebate & ADAP. Prior to beginning with allocations, Lionel expressed concern regarding the effects COVID-19 had on FY 2021 expenditures. The committee expressed skepticism regarding how the various shifts in the amount of funds being allocated for COVID would affect FY 2022 allocations. Beginning with Part A, the committee utilized trends observed in FY 2021 to allocate funds for FY 2022 throughout the worksheet. And to ensure allocations met the 75/25 allocation requirement for core medical and support services for all funding streams.

- *FY 2022 Part A Formula.* The detail reflected the service categories, sum of the final reallocation, sum total expended and the sum of percentage expended and the grand totals. The committee made a request to use percentages reflected in FY 2021 to configure new allocations.
- *FY 2022 MAI expenditures.* The detail reflected the service categories, sum of the final reallocation, sum total expended and the sum of percentage expended and the grand totals. The committee made a request to use percentages reflected in FY 2021 to configure new allocations.
- *FY 2022 Part B Formula expenditures.* The detail reflected the service categories, sum of the final reallocation, sum total expended and the sum of percentage expended and the grand totals. The committee made a request to use percentages reflected in FY 2021 to configure new allocations.
- *FY 2022 State Services expenditures.* The detail reflected the service categories, sum of the final reallocation, sum total expended and the sum of percentage expended and the grand totals. The committee made a request to use percentages reflected in FY 2021 to configure new allocations.
- *FY 2022 State Services Rebate & ADAP.* The detail reflected the service categories, sum of the final reallocation, sum total expended and the sum of percentage expended and the grand totals. The committee made a request to use percentages reflected in FY 2021 to configure new allocations.

After allocating funds for FY 2022, committee members made additional revisions to Part A allocations increase and reduce allocations based on expenditure trends. Members were referred to the FY 2020 expenditure spreadsheets to observe percentages expenditures across all funding streams. A series of questions were posed regarding fund allocation and expenditure totals.

The committee elected to level fund from FY 2021 adhering to 75/25 rule across all funding streams; the outreach, legal, referral for healthcare and emergency financial assistance categories impacted by State's requirement to align with the 75/25 rule, which resulted in reductions, were supplemented by allocating fund from other poorly performing expenditure categories.

Kelly Richter made a motion to accept the allocations as shown on the FY 2022 Allocation; to allow the Administrative agency discretion to allocate funds (+/-)7% of the total award. Worksheet, Buffie Bouge seconded. The motion passed.

VI. **New Business: None.**

VII. **Adjournment:** Kelly Richter made the motioned to adjourn. James Kleitches seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:37 p.m.

Submitted by:

Logane Brazile, RWPC Office of Support

Date

Certified by: _____

Glenda Blackmon Johnson, RWPC Office of Support

Date

Final Approval by:

Lionel Hillared, RWPC Chair
Auntjuan Wiley, Vice Chair

Date

Due to COVID-19
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