

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

Memorandum

To: Members, Allocations Committee

From: RWPC Support Staff

Date: Monday, September 20, 2021

Re: Allocations Committee Meeting Announcement

Please note that there will be an:
Allocations Committee Meeting

Monday, September 27, 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, September 24, 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
September 27, 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 August 23, 2021 Meeting Minutes | Action Item |
| V. FY 2021 Part A CARES Act Fund Allocation/
Expenditure Update | Discussion Item |
| VI. New Business | Lionel Hillard, Chair or Auntjuan Wiley, Vice Chair |
| VII. Adjournment | |

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

NEXT SCHEDULED MEETING
Monday, October 25, 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
August 23, 2021 Allocation 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

Lionel Hillard, Chair	Kelly Richter	Naomi Green
Auntjuan Wiley, Vice Chair	Buffie Bogue	James Wright
James Kleitches		

MEMBERS ABSENT

RWPC STAFF PRESENT

Glenda Blackmon Johnson	Logane Brazile
RWPC Office of Support	RWPC Office of Support

Grants Management Staff Present

Sonya Hughes, AD	Nariah Webster, SFM	Justin Henry, GPM
Wanda Scott, GFM	Nevin Eapen, GA	Barbara Kakembo
Amanda Burks, AA		

OTHERS PRESENT

Pam Barnes	Joni Wysocki, AIN/AHF
John Bingham	

- I. **Call to Order:** Lionel Hillard, Allocations Chair, called the meeting to order at 5:15 p.m.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard, Allocations Chair and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements: None.**
- IV. **Approval of the July 26, 2021 Meeting Minutes:** Buffie Bouge made the motioned to approve the Allocations Committee minutes. Kelly Richter seconded the motion. The motion passed.
- V. **RWPC Modification Recommendation for FY 2022-23:** Glenda Blackmon-Johnson, RWPC Office of Support Manager, opened discussion stating that the contractor hired to assist with the RWPC departmental grant submission made new suggestions to the FY 2022-23 Allocation Recommendations Document. The total amount requested was itemized, and a limit was set of \$15,938,514. She recommended the committee indicate that priority services should be increased to ensure that the Eligible Metropolitan Area (EMA) population of focus, or those with highest disparities have adequate access to core medical and support services.

Recommendation

Fiscal year 2022 Part A Ryan White allocations recommendations are based on the FY 2022 Priority Rankings, the previous year's allocations plan, as well as previous years' expenditure patterns, service utilization, and consumer needs and provider capacity as outlined in the 2019 Comprehensive Needs Assessment. The proposed modification is recommended to address the anticipated funding needs. The final recommendation for Ryan White FY 2022 Part A funds are outlined on the attached spreadsheet. Any additional funding above this range will be held until the need for reallocation. The Allocation Committee is granting the AA the authority to modify the allocations +/-7% the total award amount. "Motion Carried".

Should the EMA receive more than the 'ask' amount of \$15,938,514, specific priority services will be increased to ensure the EMA's subpopulations of focus and those with the highest disparities have adequate access to core medical services and support services for linkage and retention in care, as well as to achieve viral suppression.

Excerpt taken from FY 2022-23 Allocations Document

Wanda Scott, GFM, explained that due to the differences in the Part A application for FY 2021, the Administrative Agency (AA) is currently under the assumption that the projected award will likely be more than what was initially allocated for FY 2022.

Ms. Scott inquired within the committee to gage whether or not it would be preferable for the AA to complete the +/- 7% allocations based off of the Project Officer's projections, or alternatively, if the Allocations committee would prefer to provide their own recommendations in January based off of actual numbers.

The committee unanimously elected to delay an official vote on further changes until January 2022.

VI. **FY 2021 Part A/MAI/Part B/SS State Rebate Reallocation:** Glenda Blackmon-Johnson, RWPC Office of Support Manager, initiated the overview by sharing the screen showing committee members the FY 2021 Reallocations Spreadsheet. Divided into separate sheets for Part A/MAI/Part B/Dallas State Rebate/Sherman State Rebate, each spreadsheet listed service categories such as Outpatient/Ambulatory Medical Care, Oral Healthcare, Medical Case Management, etc. Ms. Blackmon-Johnson made mention of the *Total Returned Part A Funds* column, as well as the *Total Requested for Increase per Service Category* column. The *Total Returned Part A Funds* column reflected the number of dollars returned to the Administrative Agency for reallocation. The *Total Requested for Increase per Service Category* column reflected the number of dollars requested in FY 2021.

In addition to the funds being returned, the Administrative Agency (AA) requested that providers supply justification for funds that would be increased or decreased.

Ms. Blackmon-Johnson mentioned that rationale for said numbers could be found in the Justification Documentation, which states rationale for each service category increase or decrease for Part A/MAI/Part B/Dallas State Rebate/Sherman Denison State Rebate.

The committee began providing suggestions as to where the remaining funds should be allocated. They took the difference of amounts returned and amounts requested and distributed the remaining balance to other agencies.

Kelly Richter accepted reallocations as stated for the Part A/MAI/Part B/ Dallas State Rebate /Sherman Denison State Rebate. James Wright seconded. The motion passed.

VII. **New Business:** *FY 2020 Year End Allocations Report*

Wanda Scott, GFM, announced that Administrative Agency's (AA) project officer suggested they furnish a revised Allocations report for FY 2020, and present the document to the committee for additional review and signature. The Allocations report began March 1, 2020 and ended on February 28, 2021. This detailed document contained budget year award information for RWHAP Part A.

- *RWHAP Part A Formula Award Amount \$16,664,188*
- *RWHAP Part A MAI Award Amount \$,1522,122*
- *RWHAP Part A Supplemental Award Amount \$0*
- *Total RWHAP Part A Funds \$18,186,310*

Wanda Scott, GFM, proceeded to review the documents with the committee noting expenditure increases and decreases.

VIII. **Adjournment:** James Wright made the motioned to adjourn. Kelly Richter seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:41 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 Hillard, RWPC Chair
Auntjuan Wiley, Vice Chair

Date

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