

**Austin Area Comprehensive HIV Planning Council
Allocations Committee Meeting Minutes
July 19, 2016**

MEMBERS PRESENT

Dr. Victor Martinez, AACHPC Chair
Jessica Pierce, AACHPC Committee member
Glenn Crawford AACHPC Committee member
L.J. Smith AACHPC Committee member
Justin Smith AACHPC Vice Chair

MEMBERS ABSENT

Charlotte Simms, AACHPC Committee member

AACHPC STAFF PRESENT

Crystal Flores, Program Manager
Dwight Scales, Program Coordinator

ADMINISTRATIVE AGENT STAFF PRESENT

Gregg Bolds	Program Manager HIV Resources Administration Unit
Ruben Herrera	Grants Coordinator HIV Resources Administration Unit

OTHERS PRESENT

Todd Logan
Leah Graham
Emma Sinnott

I. Call to Order: AACHPC Chair, Dr. Martinez at 6:32pm

II. Certification of Quorum: Quorum was established and certified by Chairperson Dr. Martinez

Introductions/Announcements: Crystal Flores, Program Manager invited members to participate on the upcoming Austin PRIDE 2016 activities that start on August 20, 2016 with the WERK Fashion Show and end on August 27th with the Annual Festival & Parade in which the City of Austin Health and Human Services will have a sponsored float.

III. Approval of the PRSA June 21st, 2016 Minutes: *The minutes were reviewed and approved Motion was made by AACHPC Chair, Dr. Martinez Motion seconded by Jessica Pierce, AACHPC Committee member.*

IV. Review of Administrative Agent Expenditure Report

Ruben Herrera and Gregg Bolds presented the AA report and the committee discussed the service categories outside the normal variance.

See Attachment 1

V. Service Category Rankings & Provider Input

Crystal Flores, Program Manager discussed and reviewed the current Priority Resource Allocation Tool. The Planning Council listen to public comment and discussed the current ranking of all Austin Ryan White service categories.

Motion was made by AACHPC Chair, Dr. Martinez Motion seconded by L.J. Smith. To approve the current Service Category Rankings for recommendation to the full Planning Council Committee

Vote: 5 to 0 Motion Carried

See Attachment 2

VI. Meeting Adjourned at 7:10pm

Draft Submitted by:

Dwight Scales, AACHPC Admin

Date

Draft Certified by:

Crystal Flores, AACHPC Program Manager

Date

Final Approval by:

Dr. Victor Martinez, AACHPC Chair
Justin Smith, AACHPC Vice-Chair

Date

NEXT SCHEDULED MEETING

**City Hall
301 West 2nd Street
Austin, TX 78701
Conference Room 1027
August 19, 2016
6:30 P.M.**

Attachment 1:

MONTHLY EXPENDITURE VARIANCE REPORT BY HIV SERVICE CATEGORY

for Categories that have Expenditure Variance of More than 10%

**Expenditure variance as of: May 31, 2016
Percent of year lapsed: 25%**

How expenditure variance is calculated: The service category expenditure year-to-date is compared to the contract term lapsed percentage. For example, if 50% of the contract term has lapsed, the YTD service category expenditure should be at 40%-60%. Service categories that do not have a variance of more than 10% are indicated as “Within Variance.”

Note: Explanations and Projections shown below were provided by HIV services agencies in their Monthly Expenditure Variance Reports.

Core Medical Services	%	Explanation
Medical Case Management – not MAI	50%	Provider is expending at normal rate for projected full-year funding amount but as provider only has partial award budget, it temporarily exceeds variance. When contract fully executed, variance expected to be within expected range.
Medical Case Management – MAI	Within Variance	
Outpatient/Ambulatory Medical Care	Within Variance	
AIDS Pharmaceutical Assistance – local	Within Variance	
Health Insurance Premium & Cost Sharing Assistance	0%	Provider is spending down its other funding sources which end first, but does expect to fully expend all Part A funds by year-end.
Mental Health Services	40%	Contracted costs are now being reimbursed. Additionally, spending was inflated going into May due to three pay periods in April.
Substance Abuse Services – outpatient	36%	Provider expending based on projected full-year funding amount. When contract fully executed, variance expected to be within range.
Oral Health Care	Within Variance	
AIDS Drug Assistance Program (ADAP)	Within Variance	

Hospice Services	Within Variance	
Medical Nutrition Therapy	Within Variance	

Support Services	%	Explanation
Case Management Services Non-Medical – not MAI	Within Variance	
Case Management Services Non-Medical– MAI	Within Variance	
Substance Abuse Services – residential	12%	Services provided will be billed the following month as subcontractor reporting from service provider is delayed by one month. Service provider expects to fully expend funds by grant end.
Medical Transportation Services	2%	Expenditures will be made in the following months.
Psychosocial Support Services	Within Variance	
Outreach Services – not MAI	Within Variance	
Outreach Services – MAI	Within Variance	
Food Bank / Home-Delivered Meals	38%	Provider expending based on projected full-year funding amount. When contract fully executed, variance expected to be within range.
Emergency Financial Assistance	Within Variance	

Part A and MAI Service Categories	Initial Budgeted	Mar-16		Apr-16		May-16		YTD	
		Total Billed	% year elapsed						
RW Part A funds	\$ 2,539,510	216,543.72	8.3%	287,875.11	16.67%	289,459.39	25.00%	793,497.06	25.0%
		Amt Billed	% Billed	Amt Billed	% Billed	Amt Billed	% Billed	YTD Billed	% Billed
Core Services	1,534,306	143,286.20	9.3%	190,770.35	12.43%	151,404.27	9.87%	485,460.82	32%
Medical Case Management Incl. Treatment Adherence	\$ 115,363	21,734.19	18.8%	20,095.11	17.42%	15,669.47	13.58%	57,498.77	50%
Medical Case Management MAI	\$ 56,487	5,308.09	9.4%	4,872.70	8.63%	5,538.25	9.80%	15,719.04	28%
Health Insurance Premium Assistance	\$ 106,297	0.00	0.0%	0.00	0.00%	0.00	0.00%	0.00	0%
Outpatient & Ambulatory Health Services	\$ 615,919	44,330.75	7.2%	90,195.06	14.64%	59,819.21	9.71%	194,345.02	32%
ADAP	\$ 1	0.0	0.0%	0.0	0.00%	0.0	0.00%	0.00	0%
AIDS Pharmaceutical Assistance - Local	\$ 117,894	10,268.05	8.7%	14,479.54	12.28%	10,774.17	9.14%	35,521.76	30%
Mental Health Services	\$ 84,553	7,786.96	9.2%	13,891.25	16.43%	12,403.59	14.67%	34,081.80	40%
Oral Health Care	\$ 261,843	36,935.77	14.1%	29,325.26	11.20%	25,724.11	9.82%	91,985.14	35%
Substance Abuse Outpatient Services	\$ 75,767	5,843.70	7.7%	11,151.45	14.72%	10,423.93	13.76%	27,419.08	36%
Hospice Services	\$ 61,638	5,603.00	9.1%	5,603.00	9.09%	5,603.00	9.09%	16,809.00	27%
Medical Nutrition Therapy	\$ 38,544	5,475.69	14.2%	1,156.98	3.00%	5,448.54	14.14%	12,081.21	31%
Support Services	\$ 625,827	44,275.91	7.1%	44,007.04	7.03%	87,703.55	14.01%	175,986.50	28%
Medical Transportation Services	\$ 14,626	0.00	0.0%	0.00	0.00%	240.00	1.64%	240.00	2%
Case Management Non-Medical	\$ 163,932	18,716.11	11.4%	18,414.41	11.23%	18,967.30	11.57%	56,097.82	34%
Case Management Non-Medical MAI	\$ 120,246	9,986.80	8.3%	10,565.61	8.79%	9,972.84	8.29%	30,525.25	25%
Substance Abuse Residential	\$ 50,536	0.00	0.0%	500.00	0.99%	5,750.00	11.38%	6,250.00	12%
Outreach Services	\$ 39,154	4,373.43	11.2%	3,855.74	9.85%	4,655.53	11.89%	12,884.70	33%
Outreach Services MAI	\$ 30,408	2,959.09	9.7%	3,567.75	11.73%	3,316.34	10.91%	9,843.18	32%
Psychosocial Support	\$ 21,684	2,281.81	10.5%	2,193.49	10.12%	2,008.87	9.26%	6,484.17	30%
Emergency Financial Assistance	\$ 137,600	0.00	0.0%	0.00	0.00%	35,580.84	25.86%	35,580.84	26%
Food Bank / Home Delivered Meals	\$ 47,641	5,958.67	12.5%	4,910.04	10.31%	7,211.83	15.14%	18,080.54	38%
Total Subcontracted	\$ 2,160,133	187,562.11	9%	234,777.39	10.87%	239,107.82	11.07%	661,447.32	31%
Administration	\$ 379,377	28,981.61	7.6%	53,097.72	14.00%	50,351.57	13.27%	132,049.74	35%
Admin Part A & MAI	\$ 253,951	24,531.19	9.7%	39,763.46	15.66%	35,239.28	13.88%	99,152.77	39%
QM Part A & MAI	\$ 125,426	4,450.42	3.5%	13,334.26	10.63%	15,112.29	12.05%	32,896.97	26%
Total	\$ 2,539,510	\$ 216,543.72	8.5%	\$ 287,875.11	11.34%	\$ 289,459.39	11.40%	\$ 793,497.06	31%

Ryan White Service	Total Clients Receiving Service	Total Suppressed	% Suppressed
AIDS Pharmaceutical Assistance (local)	1118	894	80%
Case Management (non-medical)	533	411	77%
Child Care Services	.	.	.
Client Advocacy	.	.	.
Early Intervention Services	2	0	0%
Emergency Financial Assistance	14	11	79%
Food Bank/Home-Delivered Meals	303	245	81%
Health Education/Risk Reduction	.	.	.
Health Insurance Premium and Cost Sharing Assistance	106	90	85%
Home Health Care	.	.	.
Home and Community-Based Health Services	.	.	.
Hospice Services	13	6	46%
Housing Placement Assistance	.	.	.
Housing Services	.	.	.
Housing Subsidy Assistance	86	62	72%
Insurance-Medical	1	1	100%
Legal Services	1	1	100%
Linguistic Services	.	.	.
Medical Case Management (including Treatment Adherence)	302	213	71%
Medical Transportation Services	299	220	74%
Medicare/Medicaid Supplement	.	.	.
Medical Nutrition Therapy	76	64	84%
Mental Health Services	234	190	81%
Other Services	17	12	71%
Outreach Services	57	33	58%
Oral Health Care	810	701	87%
Outpatient Ambulatory Medical Care	1735	1374	79%
Psychosocial Support Services	52	45	87%
Referral for Health Care/Supportive Services	.	.	.
Rehabilitation Services	.	.	.
Respite Care	.	.	.
Substance Abuse Services - Outpatient	105	71	68%
Substance Abuse Services - Residential	11	10	91%
Supportive Services	4	2	50%
Transportation	.	.	.
Treatment Adherence Counseling	28	25	89%

Attachment: 2

Instructions:		Scoring System:						Scoring					Historic Scoring				
1. Review decision criteria and their definitions		8 Points = Very High value (Any number of 8's may be given to each column)															
2. For each of the options, select the score for each criteria in the drop-down box		5 Points = High value (Any number of 5's may be given to each column)															
		3 Points = Medium value (Any number of 3's may be given to each column)															
		1 Points = Low value (Any number of 1's may be given to each column)															
		0 Points = No value (only to be used to the Core Services column)															
Service Category		Criteria Factors (see definitions below)						Scoring					Historic Scoring				
Service Category		Payer of Last Resort	Access to Care and/or Maintenance in Care	Consumer Priority	Specific Gaps/ Emerging Needs	Core Services	EIHA	Total Score	Total Percentage	Change	2017-18 Rank	2016-17 Rank	PC 2015-16 Rank	PC 2014-15 Rank	PC 2013-14 Rank	HRSA 2012-13 App Rank	PC 2010-11 Rank
Outpatient Ambulatory Medical Care	5	8	8	5	8	8	7.10	88.75%	2		1	3	4	6	10	1	
Medical Case Management (Including Treatment)	8	8	5	5	8	8	6.80	85.00%	-1		2	1	2	2	2	10	
Substance Abuse Services - Outpatient	8	8	5	5	8	8	6.50	81.25%	2		3	5	7	14	5	11	
Case Management (Non-Medical)	8	8	8	8	0	0	6.40	80.00%	2		4	6	1	2	1	3	
AIDS Pharmaceutical Assistance - Local	8	8	8	5	8	0	6.20	77.50%	4		5	9	17a	9	12a	9	
Health Insurance Premium and Cost Sharing Assistance	8	5	8	8	8	0	5.90	73.75%	-2		6	4	5	5	6	8	
Substance Abuse Services - Residential	3	8	5	5	0	8	5.90	73.75%	2		6	8	12b	4	13	17	
Housing Services	8	8	8	5	0	0	5.80	72.50%	-2		8	6	6	15	11	5	
Food Bank / Home Delivered Meals	3	8	8	5	0	0	5.30	66.25%	3		9	12	17c	20	19	12	
Medical Transportation Services	5	8	5	5	0	0	4.90	61.25%	5		10	15	3	1	3	2	
Emergency Financial Assistance	3	8	8	3	0	0	4.90	61.25%	11		10	21	17b	16	15	13	
Home and Community Based Health Services	3	8	5	5	8	0	4.70	58.75%	7		11	18	20a	22	21	28	
Oral Health Care	5	5	8	3	8	0	4.60	57.50%	2		12	14	15	13	7	7	
Early Intervention Services	3	5	3	3	8	8	4.60	57.50%	-2		13	11	14	6	8	26	
Outreach Services	3	5	3	3	0	8	4.20	52.50%	-4		14	10	12a	9	14	16	
ADAP	1	5	8	3	8	0	4.20	52.50%	-2		15	13	8	9	12b	30	
Mental Health Services	5	5	5	3	8	0	4.00	50.00%	1		15	16	9	9	9	4	
Medical Nutrition Therapy	5	5	3	5	8	0	4.00	50.00%	2		15	17	26	27	22	6	
Psychosocial Support Services	3	3	5	5	0	0	3.20	40.00%	5		16	21	22b	18	17	18	
Hospice Services	3	3	3	3	8	0	2.80	35.00%	11		17	28	24	28	27	20	
Legal Services	3	3	3	3	0	0	2.40	30.00%	11		18	29	29	21	25	21	
Linguistic Services	3	8	3	3	0	0	3.90	48.75%	4		19	23	11	19	16	29	
Health Education Risk Reduction	1	3	3	3	0	0	2.20	27.50%	5		19	24	30	23	26	22	
Child Care Services	8	3	3	3	0	0	3.30	41.25%	0		20	20	16	23	20	24	
Home Health Care	1	5	3	3	8	0	3.20	40.00%	-2		21	19	22a	23	23	25	
Referral for Health Care/Support Services	1	5	3	3	0	0	2.80	35.00%	6		23	29	20b	17	18	14	
Rehabilitation Services	3	3	3	5	0	0	2.80	35.00%	1		23	24	28	30	29	27	
Respite Care	5	3	3	3	0	0	2.60	32.50%	0		26	26	27	29	28	23	
Treatment Adherence Counseling (Non-Medical Personnel)	1	1	3	1	0	8	2.40	30.00%	0		27	27	25	26	24	19	