

Austin Area Comprehensive HIV Planning Council
Allocations Committee Meeting Minutes
August 30, 2016
5:00pm

Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.

MEMBERS PRESENT

Dr. Victor Martinez
Jessica Pierce
Glenn Crawford
L.J Smith

MEMBERS ABSENT

Charlotte Simms
Justin Smith

AACHPC STAFF PRESENT

Crystal Flores, Program Manager Laura Still, Planner Dwight Scales, Program Coordinator

ADMINISTRATIVE AGENT STAFF PRESENT

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

OTHERS PRESENT

Jason Freshly
Emma Sinnott
Loretta Holland
Leah Graham
Angelica Skouras

I. Call to Order: AACHPC Chair, Dr. Victor Martinez called the meeting to order at 5:03pm.

II. Certification of Quorum:

Quorum was established and certified by AACHPC Chair, Dr. Victor Martinez.

III. Introductions/Announcements: Program Manager, Crystal Flores gave a synopsis of the events that happened at the Ryan White Conference held on August 22-26, 2016. She also introduced the new AACHPC Unit Planner Laura, Still. Ms. Still joins the Administrative staff with an HIV background.

IV. Approval of July 19th, 2016 Minutes: *AACHPC Chair, Dr. Martinez motioned the minutes to be approved as submitted*

V. Review of the Administrative Agent Report

The Allocations Committee reviewed the monthly Expenditure Variance Report by each HIV service category. Greg Bolds, AA Manager reviewed explanations and projections provided by the variance report.

VI. FY 2015 Carry Over Allocation Plan:

Chair, Dr. Victor Martinez and the Allocations committee reviewed and discussed the FY 2015 Carry Over Allocations Plan suggested by the Administrative Agent. Carry Over

funds are generally annual grant year unspent funds (we can use up to 5%). A plan will then be made how to spend the remaining funds through out other service categories. HRSA can choose to approve the award money at a later date. The funds cannot be spent until The AA receives the award letter from HRSA. The Planning Council reviewed the proposed FY 2015 Carry Over Allocation Plan proposed by the AA item by item. The Allocation committee reviewed and voted on the FY2015 Part A/MAI Carryover into FY2016 Plan. They reviewed the most updated service expenditures and agreed with the AA's recommendation on the carryover recommendations.

Chair, Dr. Victor Martinez Motioned to approve the proposed plan. Allocations committee member, Jessica Pierce Seconded.

Voted: 4 to 0 Motion Carried

See Attachment 1

VII. Review historical expenditures for Part A/MAI :

The Allocation committee reviewed and discussed historical data trends for different service categories the AACHPC fund. Chair, Dr. Victor Martinez, encouraged input from local service providers to address the council. Several service providers submitted input and asked questions about specific categories. Members of the community expressed:

- Local Pharmaceutical Assistance should be prioritized and allocated more funds
- Possible clarification about service category non-medical case management was allocated so much funding compared to medical case management, when "treatment as prevention" would indicate more funds go to medical case management.

See Attachment 2

VIII. Meeting Adjourned at 5:32pm

NEXT SCHEDULED MEETING

**City Hall
301 West 2nd Street
Austin, TX 78701
Conference Room 1029
September 20th, 2016
6:00 P.M.**

See Attachment 1



BUSINESS MEETING

Tuesday, August 23, 2016– 6:00 p.m.

FY 2015 Part A/MAI Carryover in FY 2016 Plan

| Part A and MAI Service Categories | Original Allocation | AA Proposed Carryover | PC Approved Carryover | Adjusted Allocation | Conflicted Members |
|---------------------------------------------------|---------------------|-----------------------|-----------------------|---------------------|--------------------|
| RW Part A funds | \$ 4,,650,279 | | | \$ 4, | |
| Core Services | 2,971,883 | | | 3,106,115 | |
| Medical Case Management Incl. Treatment Adherence | \$ 217,758 | | \$ - | \$ 217,758 | AS, |
| Medical Case Management MAI | \$ 72,606 | \$ 20,744 | \$ 20,744 | \$ 93,350 | |
| Health Insurance Premium Assistance | \$ 200,648 | | \$ - | \$ 200,648 | AS |
| Outpatient & Ambulatory Health Services | \$ 1,162,614 | | \$ - | \$ 1,162,614 | |
| ADAP | \$ 1 | | \$ - | \$ 1 | |
| AIDS Pharmaceutical Assistance - Local | \$ 332,272 | \$ 50,000 | \$ 50,000 | \$ 382,272 | |
| Mental Health Services | \$ 159,603 | \$ 35,000 | \$ 35,000 | \$ 194,603 | |
| Oral Health Care | \$ 494,257 | \$ 18,000 | \$ 18,000 | \$ 512,257 | AS |
| Substance Abuse Outpatient Services | \$ 143,019 | | \$ - | \$ 143,019 | |
| Hospice Services | \$ 116,348 | | \$ - | \$ 116,348 | |
| Medical Nutrition Therapy | \$ 72,757 | \$ 10,488 | \$ 10,488 | \$ 83,245 | AS |
| Support Services | \$ 980,856 | \$ - | \$ - | \$ 1,031,600 | |
| Medical Transportation Services | \$ 27,613 | | \$ - | \$ 27,613 | |
| Case Management Non-Medical | \$ 309,437 | | \$ - | \$ 309,437 | AS, |
| Case Management Non-Medical MAI | \$ 154,560 | \$ 13,890 | \$ 13,890 | \$ 168,450 | AS, |
| Emergency Financial Assistance | \$ 150,000 | \$ 30,000 | \$ 30,000 | \$ 180,000 | |
| Substance Abuse Residential | \$ 95,393 | | \$ - | \$ 95,393 | |
| Outreach Services | \$ 73,908 | | \$ - | \$ 73,908 | AS |
| Outreach Services MAI | \$ 39,085 | \$ 6,854 | \$ 6,854 | \$ 45,939 | AS |
| Psychosocial Support | \$ 40,932 | | \$ - | \$ 40,932 | |
| Food Bank / Home Delivered Meals | \$ 89,928 | | \$ - | \$ 89,928 | AS |
| Total Subcontracted | \$ 3,952,739 | \$ 184,976 | \$ 184,976 | \$ 4,137,715 | |
| Administration | \$ 697,540 | | | \$ 697,540 | |
| Admin Part A & MAI | \$ 465,027 | | | \$ 465,027 | |

| | | | | | |
|-----------------|---------------------|-------------------|-------------------|---------------------|--|
| QM Part A & MAI | \$ 232,513 | | | \$ 232,513 | |
| Total | \$ 4,650,279 | \$ 184,976 | \$ 184,976 | \$ 4,835,255 | |

Conflicted Members: Aubrey Staples (AS)

See Attachment 2