



*Joanne Montgomery & Mitchell Namias, Co-Chairs*

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**Planning Council Resource Allocation Meeting Minutes**

**Meeting Date:** Thursday, August 4, 2022  
**Start Time:** 10:05 am  
**End Time:** 12:59 pm  
**Location:** Burroughs Community Center & Zoom Videoconference  
**Presiding Chairs:** Joanne Montgomery & Mitchell Namias  
**Recorder:** Sara Seaburg

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**(1.0) Moment of Silence**

Mitchell called the meeting to order at 10:05 a.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

**(2.0) Welcome and Introduction**

Mitchell welcomed everyone and requested that all Planning Council members and guests introduced themselves, where they live in the EMA and their Planning Council leadership role, if applicable.

**(3.0) Co-Chair Announcements**

There were none

**(4.0) Priority Setting & Resource Allocation Training**

Staff presented a training focused on the Resource Allocation process. This training included the following:

- a. Our EMA
- b. Roles and Responsibilities
- c. Legislative Requirements
- d. Data Considerations

**(5.0) GY2023 Resource Allocation Discussion/Decisions**

We reviewed each funded service category and discussed the funding methodology from last year and reviewed the most recent data we have in each of those service categories. The following methodology was decided on:

**OUTPATIENT AMBULATORY HEALTH SERVICES:** uninsurable client count for regions 1, 2, 3 and 5 (X) \$741 cost per client and unduplicated client count (total) in Region 4 (X) \$741 cost per client

**MEDICAL CASE MANAGEMENT:** \$1341 cost per client (X) FY21 unduplicated client count for each region

**ORAL HEALTH:** : \$700 cost per client (X) FY21 unduplicated client count for each region

**SUBSTANCE ABUSE OUTPATIENT:** \$3151 cost per client (X) FY21 unduplicated client count for each region

**HEALTH INSURANCE PREMIUM COST SHARING ASSISTANCE:** : \$359 cost per client (X) FY21 unduplicated client count for each region

**MENTAL HEALTH:** \$3197 cost per client (X) FY21 unduplicated client count for each region

**HOUSING SERVICES:** 90% of the fair market rent for 1 bedroom for each region (X) FY21 unduplicated client count for each region

**EMERGENCY FINANCIAL ASSISTANCE:** \$718 cost per client (X) FY21 unduplicated client count for each region

**MEDICAL TRANSPORTATION:** \$173 cost per client (X) FY21 unduplicated client count for each region



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**FOOD BANK/HOME DELIVERED MEALS:** FY21 cost per client for Region 1 (X) FY21 unduplicated client count; \$200 cost per client(X) FY21 unduplicated client count in Regions 2, 3, 4 and 5

**SUBSTANCE ABUSE RESIDENTIAL:** level funding based on FY21 allocations

The following allocations were presented based on the above methodology:

| 2023 Formula/Supplemental Request           |                                       | \$ 5,335,519        | 2023 MAI Request     | \$ 460,915         | 2023 Total Request                          | \$ 5,796,434    |                        |
|---|---------------------------------------|---------------------|----------------------|--------------------|---|-----------------|------------------------|
| 2023 Max Request (Formula/Supplemental)     |                                       | \$ 5,335,734        | 2023 MAI Max Request | \$ 460,915         | 2023 Total Max Request                      | \$ 5,796,649    |                        |
| 2023 Service Priority                       | Service Category                      | 2022 Allocated      | 2022 % of Allocation | 2022 MAI Allocated | FY23 Formula/Supplemental Grant Request     | % of Allocation | FY23 MAI Grant Request |
| 1   | Outpatient/Ambulatory Health Services | \$ 341,942          | 7.92%                |                    | \$ 206,644                                  | 4.56%           |                        |
| 2   | Food Bank/Home Delivered Meals        | \$ 173,042          | 4.01%                |                    | \$ 207,154                                  | 4.57%           |                        |
| 6   | Medical Transportation                | \$ 79,047           | 1.83%                |                    | \$ 75,428                                   | 1.66%           |                        |
| 3   | Medical Case Management               | \$ 1,462,294        | 33.85%               | \$ 363,048         | \$ 1,493,317                                | 32.93%          | \$ 391,778             |
| 8   | Oral Health Care                      | \$ 135,107          | 3.13%                |                    | \$ 151,900                                  | 3.35%           |                        |
| 4   | Housing Services                      | \$ 223,466          | 5.17%                |                    | \$ 227,839                                  | 5.02%           |                        |
| 5   | Mental Health Services                | \$ 661,119          | 15.36%               |                    | \$ 728,833                                  | 16.07%          |                        |
| 7   | Emergency Financial Assistance        | \$ 162,186          | 3.75%                |                    | \$ 193,786                                  | 4.27%           |                        |
| 10  | Substance Abuse Services-Outpatient   | \$ 709,026          | 16.41%               |                    | \$ 816,007                                  | 17.99%          |                        |
| 9   | Health Insurance Premium/Cost Sharing | \$ 47,192           | 1.09%                |                    | \$ 49,484                                   | 1.09%           |                        |
| 11  | Substance Abuse Services-Inpatient    | \$ 324,983          | 7.52%                |                    | \$ 384,800                                  | 8.48%           |                        |
| 12  | Local AIDS Pharmaceutical Assistance  |                     | 0.00%                |                    | \$ -  | 0.00%           |                        |
| <b>TOTAL ALLOCATION</b>                     |                                       | <b>\$ 4,319,404</b> | <b>100%</b>          | <b>\$ 363,048</b>  | <b>\$ 4,535,191</b>                         | <b>100%</b>     | <b>\$ 391,778</b>      |
| <b>Core vs. Support Break Out</b>           |                                       | <b>FY 2022</b>      |                      |                    | <b>FY 2023</b>                              |                 |                        |
| Total Allocation (Formula+Supplemental+MAI) |                                       | \$ 4,682,452        | 100%                 |                    | Total Allocation (Formula+Supplemental+MAI) | \$ 4,926,969    | 100%                   |
| Core Services                               |                                       | \$ 3,719,728        | 79%                  |                    | Core Services                               | \$ 3,837,963    | 78%                    |
| Support Services                            |                                       | \$ 962,724          | 21%                  |                    | Support Services                            | \$ 1,089,006    | 22%                    |
|   |                                       |                     |                      |                    | Formula+Supplemental                        | \$ 5,335,519    | (+15% Admin)           |
|   |                                       |                     |                      |                    | MAI   | \$ 460,915      | (+15% Admin)           |
|   |                                       |                     |                      |                    | Total                                       | \$ 5,796,434    |                        |

Chris Cole made a motion to accept the allocation for Outpatient Ambulatory Health Services and Inthiany Ardila seconded it:

**For: (7)** Cole, Flyte, Montgomery, Namias, Olechowska, Radocchia, Santella

**Against: (0)**

**Abstain: (4)** Ardila, Chaux, Saldana, Stewart

Chris Cole made a motion to accept the allocation for Medical Case Management and Ken Flyte seconded it:

**For: (4)** Flyte, Namias, Olechowska, , Santella

**Against: (0)**

**Abstain: (7)** Ardila, Chaux, Cole, Montgomery, Radocchia, Saldana, Stewart



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Chris Cole made a motion to accept the allocation for Food Bank/Home Delivered Meals and Ken Flyte seconded it:

**For: (5)** Ardila, Flyte, Namias, Olechowska, , Santella  
**Against: (0)**  
**Abstain: (6)** Chaux, Cole, Montgomery, Radocchia, Saldana, Stewart

Chris Cole made a motion to accept the allocation for Mental Health and Inthiany Ardila seconded it:

**For: (6)** Ardila, Flyte, Montgomery, Namias, Olechowska, , Santella  
**Against: (0)**  
**Abstain: (5)** Chaux, Cole, Radocchia, Saldana, Stewart

Chris Cole made a motion to accept the allocation for Emergency Financial Assistance and Inthiany Ardila seconded it:

**For: (5)** Ardila, Flyte, Namias, Olechowska, , Santella  
**Against: (0)**  
**Abstain: (6)** Chaux, Cole, Montgomery, Radocchia, Saldana, Stewart

Chris Cole made a motion to accept the allocation for Housing Services and Ken Flyte seconded it:

**For: (7)** Ardila, Cole, Flyte, Namias, Olechowska, Radocchia, Santella  
**Against: (0)**  
**Abstain: (4)** Chaux, Montgomery, Saldana, Stewart

Chris Cole made a motion to accept the allocation for Oral Health Services and Rich Radocchia seconded it:

**For: (8)** Ardila, Cole, Flyte, Montgomery, Namias, Olechowska, Radocchia, Santella  
**Against: (0)**  
**Abstain: (3)** Chaux, Saldana, Stewart

Chris Cole made a motion to accept the allocation for Medical Transportation and Rich Radocchia seconded it:

**For: (4)** Flyte, Namias, Olechowska, , Santella  
**Against: (0)**  
**Abstain: (7)** Ardila, Chaux, Cole, Montgomery, Radocchia, Saldana, Stewart

Chris Cole made a motion to accept the allocation for Health Insurance Premium and Cost Sharing Assistance and Inthiany Ardila seconded it:

**For: (5)** Ardila, Flyte, Namias, Olechowska, , Santella  
**Against: (0)**  
**Abstain: (6)** Chaux, Cole, Montgomery, Radocchia, Saldana, Stewart



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Chris Cole made a motion to accept the allocation for Substance Abuse Services Outpatient and Inthiany Ardila seconded it:

**For: (5)** Ardila, Flyte, Namias, Olechowska, , Santella

**Against: (0)**

**Abstain: (6)** Chau, Cole, Montgomery, Radocchia, Saldana, Stewart

Chris Cole made a motion to accept the allocation for Substance Abuse Services Residential and Ken Flyte seconded it:

**For: (7)** Ardila, Cole, Flyte, Namias, Olechowska, Radocchia, Santella

**Against: (0)**

**Abstain: (4)** Chau, Montgomery, Saldana, Stewart

**(6.0) Announcements**

None

**(7.0) Adjournment** - The meeting adjourned at 12:59pm

**Attendance Record**

Planning Council Members:

*Inthiany Ardila, Gigi Chau, Chris Cole, Albana Lame, Joanne Montgomery, Mitchell Namias, Kasia Olechowska, Rich Radocchia, Bennie Saldana, Anthony Santella, Roberta Stewart*

Recipient:

*Tom Butcher, Arvil Alicea*

Guests:

*Nick Boshnack, Clunie Jean-Baptiste, Kathy Jennings, Jen LoSchiavo, Merceditas Villanueva, Raquel Townsend, Grant Patterson, Ben Gertz, Tequetta Valeriano, Verletha Santiago, Michael Virata, Sarah Hagas, Manny Olivares, Jean Brown, Amy Smoyer*