

Roberta Stewart & Chris Cole, Co-Chairs

Planning Council Special Priority Setting & Resource Allocation Meeting Minutes

Meeting Date: Thursday, August 5, 2021
Start Time: 9:06 a.m.
End Time: 2:35 p.m.
Location: Zoom Videoconference
Presiding Chairs: Joanne Montgomery and Mitchell Namias
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of GY 2022 Service Category Priorities
- Approval of GY 2022 Resource Allocations

(1.0) Moment of Silence

Joanne called the meeting to order at 9:06 a.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

Joanne welcomed everyone and requested that all Planning Council members and guests introduced themselves, state their conflicts of interest, where they town of residence in the EMA and their Planning Council leadership role, if applicable.

(3.0) Co-Chair Announcements

Joanne announced that GiGi Chaux will be the new co-chair of the Membership/Finance Committee.

(4.0) Review of the Amended By Laws

Joanne Montgomery presented the updated By Laws and explained the change in adding a statement under the Attendance section that would allow the Planning Council to suspend attendance requirements based on a declared Federal or State emergency.

Rich Radocchia made a motion to approve this change and Chris Cole seconded it:

For: (12) Ardila, Chaux, Cisneros, Colbert, Cole, Datcher, Lame, Montgomery, Namias, Pitner, Radocchia, Teel

Against: (0)

Abstain: (1) Stewart

Staff will e-mail out the approved amended By Laws to all PC members today and they will be reviewed and voted on at the August 13th Planning Council Meeting.

(5.0) GY 2022 Priority Setting & Resource Allocation Training

Joanne presented a training the Priority Setting & Resource Allocation process. This included:

- a. A description of our EMA
- b. Our roles and responsibilities in this process
- c. The legislative requirements
- d. Priority setting & resource allocation guidance

(6.0) GY 2022 Priority Setting and Resource Allocation Discussion/Decision

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2021 Priority Settings Process

Staff presented the data sets that were to be reviewed and the weighting system assigned to each data set. Here is how each dataset was weighted:

1. 2019 Aged Needs Assessment - 3
2. 2019 Priority Populations Needs Assessment - 3
3. 2020 Service Utilization - 5
4. 2020 Newly Diagnosed Needs Assessment - 5
5. 2020 In-care Needs Assessment - 1
6. 2021 Non-Virally Suppressed Needs Assessment - 3
7. 2021 Medical Case Management Survey - 3
8. 2021 In it to End It Data - 3

Chris Cole made a motion to accept the GY 2022 service category priorities as shown below and Gigi Chau seconded the motion.

For: (12) Ardila, Chau, Cisneros, Colbert, Cole, Datcher, Lame, Montgomery, Pitner, Radocchia, Stewart, Teel

Against: (0)

Abstain: (0)

Service Category	2022 Ranking
Outpatient/Ambulatory Health Services	1
Medical Case Management	2
Food Bank/Home Delivered Meals	3
Mental Health Services	4
Emergency Financial Assistance	5
Housing Services	6
Medical Transportation	7
Health Insurance Premium/Cost Sharing Assistance	8
Oral Health Care	9
Substance Abuse Services-Outpatient	10
Substance Abuse Services-Inpatient	11
Local AIDS Pharmaceutical Assistance	12
<i>Denotes Core Service</i>	
<i>Denotes Support Service</i>	

GY 2022 Resource Allocation Process

Staff reviewed each service category and the . Listed below is the resource allocation methodology for each service category.

1. **Outpatient/Ambulatory Health Services:** Uninsurable client count for Regions 1, 2 and 3/Unduplicated client count in Regions 4 & 5 multiplied by \$844.
2. **Medical Case Management:** \$1292 cost per client multiplied by FY 20 unduplicated client count for each Region.
3. **Substance Abuse Services-Outpatient:** Unduplicated client count for FY2019 for regions 1, 2 3 and 4 and unduplicated client count for FY2020 for region 5 multiplied by \$2400

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4. **Oral Health Services:** \$801 cost per client multiplied by each Region's FY19 unduplicated client count
5. **Health Insurance Premium/Cost Sharing Assistance:** \$350 multiplied by each Region's FY19 unduplicated client count
6. **Mental Health Services:** : Unduplicated client count for FY2019 for regions 1, 2 3 and 4 and unduplicated client count for FY20 for region 5 multiplied by \$2300
7. **Substance Abuse Services-Inpatient:** Level funding based on FY21 allocation
8. **Housing Services:** 80% Fair market rent for 1 bedroom for each region (X) FY19 unduplicated client count for each region except region 4 which will use FY20
9. **Food Bank/Home Delivered Meals:** Cost per client for region 1 (x) unduplicated client count from FY19; average cost per client (\$165) x unduplicated client count in Regions 2, 3, 4 and 5 for FY19
10. **Emergency Financial Assistance:** \$500/client multiplied by FY20 unduplicated client count in each Region +15 RWPB clients due to RWPB funding reductions
11. **Medical Transportation:** FY19 average cost per client (\$132) across all Regions multiplied by FY 19 unduplicated client count in each Region

Chris Cole made a motion to extend the meeting 30 minutes and Max Cisneros seconded it:

For: (12) Ardila, Chaux, Cisneros, Colbert, Cole, Datcher, Lame, Montgomery, Pitner, Radocchia, Stewart, Teel

Against: (0)

Abstain: (0)

Discussion continued regarding how to allocate funds appropriately to ensure we ask for the maximum award.

Roberta Stewart made a motion to extend the meeting 15 minutes and Chris Cole seconded it:

For: (12) Ardila, Chaux, Cisneros, Colbert, Cole, Datcher, Lame, Montgomery, Pitner, Radocchia, Stewart, Teel

Against: (0)

Abstain: (0)

Roberta Stewart made a motion to approve the GY 2022 Resource Allocation as detailed below and this was seconded by Chris Cole

For: (12) Ardila, Chaux, Cisneros, Colbert, Cole, Datcher, Lame, Montgomery, Pitner, Radocchia, Stewart, Teel

Against: (0)

Abstain: (0)

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Total Request	\$ 5,539,970		
Max Request	\$ 5,539,970	MAI Max	\$ 448,472
Service Category	FY22 Part A Grant Request	% of Allocation	FY22 MAI Grant Request
Outpatient/Ambulatory Health Services	\$ 342,604	7.92%	
Medical Case Management	\$ 1,465,128	33.85%	\$ 381,201
Substance Abuse Services-Outpatient	\$ 710,400	16.41%	
Mental Health Services	\$ 662,400	15.31%	
Oral Health Care	\$ 135,369	3.13%	
Health Insurance Premium/Cost Sharing	\$ 47,284	1.09%	
Food Bank/Home Delivered Meals	\$ 173,377	4.01%	
Medical Transportation	\$ 79,200	1.83%	
Housing Services	\$ 223,899	5.17%	
Emergency Financial Assistance	\$ 162,500	3.75%	
Substance Abuse Services-Inpatient	\$ 325,613	7.52%	
TOTAL ALLOCATION	\$ 4,327,774	100%	\$ 381,201
Core vs. Support Break Out		FY 2022	
Total Allocation (Formula+Supplemental+MAI)	\$ 4,708,975	100%	
Core Services	\$ 3,744,386	80%	
Support Services	\$ 964,589	20%	
Formula+Supplemental	\$ 5,091,498	(15% Admin)	
MAI	\$ 448,472	(15% Admin)	
Total	\$ 5,539,970		

(7.0) Announcements

None

(8.0) Adjournment - The meeting adjourned at 2:35 PM.

Attendance Record

Planning Council Members:

Inthiany Ardila, GiGi Chaux, Max Cisneros, David Colbert, Chris Cole, Brian Datcher, Albana Lame, Joanne Montgomery, Mitchell Namias, Kathy Pitner, Rich Radocchia, Roberta Stewart, Charlotte Teel

Recipient:

Tom Butcher, Lakeisha Green, Arvil Alicea, Dionne Kotey

Guests:

Jennifer Loschiavo, Sara Burns, Charlene Lee, Tequetta Valeriano, Ben Geertz, Merceditas Villanueva, Maritza Bond, Jamelia Beckford, Nick Boshnack, Clunie Jean-Baptiste, Jean Brown