

HIV HEALTH SERVICES PLANNING COUNCIL – Priorities and Allocation Committee (PAC)

Meeting Minutes

August 8, 2022, 10:00 a.m. to 12:00 p.m.

Meeting Location:

Via teleconference only

Facilitator: Richard Benavidez, Council Chair

Scribe: Paula Gammell, Council Staff

Committee Member Attendees:

Liane Bruckstein, Dennis Poupart, Chelle Gossett (Ex-Officio), Melissa Willett, Tami Emslie, Richard Benavidez and Keshia Lynch.

Members Excused: Jake Bradley-Rowe and Tracy Jenkins

Members Absent: None

Guests: Kristina Kendricks-Clark and Ronnie Miranda

Topic	Minutes
Welcome, Introductions and Announcements	<p>Meeting began at 10:03 a.m.</p> <p>Danielle Caravella is a new member of the Ryan White program staff and will be assuming Council Staff duties.</p>
Public Comments	None noted.
Agenda and Minutes	<p>The Agenda was presented for review and approval. Liane Bruckstein motioned to approve the Agenda as presented with a second by Dennis Poupart. The Agenda was amended to include discussion of the FY21 Carryover and change the Facilitator and Presenter to Richard Benavidez as Jake Bradley-Rowe was unable to attend. Liane Bruckstein amended her motion to approve the agenda with the changes noted. The motion was seconded by Dennis Poupart was unanimously approved.</p> <p>A copy of the June 2022 Minutes was presented. Dennis Poupart motioned to approve the Minutes as presented with a second by Richard Benavidez. Motion was unanimously approved.</p>
Conflicts of Interest	<p>Council Staff recited the Conflicts of Interests for each attendee.</p> <p>Liane Bruckstein and Kristina Kendricks-Clark with Harm Reduction Services: Medical Case Management, MAI Medical Case Management, and Medical Transportation</p> <p>Dennis Poupart: None</p> <p>Chelle Gossett (Ex-Officio) with the County of Sacramento: None</p> <p>Melissa Willett and Richard Benavidez with Sierra Foothills AIDS Foundation: Medical Case Management, Ambulatory Care, Mental Health, Emergency Financial</p>

Topic	Minutes
	<p>Assistance, Housing, Outpatient Substance Abuse Services, Oral Health and Medical Transportation</p> <p>Tami Emslie with UC Davis Pediatric Infectious Disease: Medical Case Management, Ambulatory Care, and Medical Transportation</p> <p>Keisha Lynch with One Community Health: All services except Child Care Services and MAI Outreach.</p>
<p>FY22 Service Priorities and Carryover*</p>	<p>The FY21 Carryover needs to be addressed with a responses due to HRSA by August 26, 2022. Additionally, HRSA is mandating that each service category be prioritized regardless of funding and that both the Priorities and the Allocations, be voted by service, not as a slate. Members with Conflicts are to abstain.</p> <p>Priority Setting for FY22: Dennis Poupart motioned to place the new non-funded services category at the bottom of the priority list. The motion was seconded by Liane Bruckstein.</p> <p>Discussion noted several changes. AIDS Pharmaceutical Assistance replaced ADAP as Priority #2. Psychosocial Support Services is Priority #9. Medical Transportation through Non-MAI Outreach all shifted down one priority. Linguistic Services, Home and Community Based Health Services, Home Health care, Hospice, Legal Services, Permanency Planning, Referral for Health Care and Support Services, Rehabilitation Services, Respite Care, ADAP and Early Intervention Services were ranked 20-30, respectively.</p> <p>Members voted on each service category individually and those with Conflicts of Interest abstained. The service priorities were unanimously ranked individually as discussed.</p>

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	<p>Carryover Distribution: There is \$463,000 available for Carryover redistribution. Dennis Poupart motioned that we redistribute the entire amount. The motion was seconded by Melissa Willett. During discussion, Chelle Gossett advised that there is an order in which the funding has to be spent. The funding the TGA receives for Part A comes in a Formula Award which is based on the number of cases of HIV in the TGA, a Supplemental Award which is based on the quality of the Grant Application and separate funding for the Minority AIDS Initiative (MAI). Carryover funds are from the Part A Formula award and considered the "unobligated (unspent) balance" (UOB) from the prior year. Carryover funds from a prior year must be spent by the end of the current year. Example: FY21 unspent funds, have to be spent by the end of FY22.</p> <p>Although waived by HRSA during FY20 and FY21 due to the COVID Pandemic, HRSA limits the amount of carryover to 5%. Should the TGA exceed 5% in carryover, the Supplemental Award is subject to an offset, i.e. reduction.</p> <p>To maximize the spending, the Supplemental Award is spent first, then carryover, followed by the Formula Award. This allows the TGA to benefit from any unobligated Formula balances so it can be carried over to the next fiscal year.</p> <p>Upon conclusion of the discussion, the motion to request the \$463,000 was unanimously approved.</p> <p>Discussion of how to allocate the funds initially noted the need for additional funding in Medical Case Management, Ambulatory Care, Oral Health, Emergency Financial Assistance, Transportation and Food Bank/Home Delivered Meals.</p> <p>After further discussion, El Dorado County was allocated \$37,800 and Placer County was allocated \$35,000. Sacramento is being allocated \$390,200 with \$100,000 in Ambulatory Outpatient Medical Care, \$150,000 in Oral Health, \$100,000 in Medical Case Management, \$3,000 in Non-Medical Case Management</p>

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	<p>and \$37,200 in Medical Transportation.</p> <p>Motion to approve the Carryover distribution as outlined above was made by Richard Benavidez with a second by Liane Bruckstein. Members voted on each service category receiving Carryover individually and those with Conflicts of Interest abstained. The Carryover distributions were unanimously approved.</p>
FY23 Allocations*	The Committee tabled the FY23 Allocations. The Allocations will be needed for the Non-Complete Grant Application. The Committee discussed what timeframe would be best to address them.
Technical Assistance	If in need of technical assistance, members can reach out to the Council Chair, Richard Benavidez, or Council Staff for assistance.
Adjournment	11:59 a.m.