

Allocations Committee



Stephen O'Dell, Chair

Wednesday, February 4, 2008
4:00 pm to 6:00 pm
Public Health
4041 North Central Avenue, Phoenix
14th Floor, Training Room

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Meeting Minutes

Attendance

Committee Members *AT: Attended AB: Absent EX: Excused ALT: Alternate Present*

AT	Bradley Allen	AT	Debby Elliott <i>alt: Philip Seeger</i>	AT	Larry Stähli	AB	Maclovia Morales
AT	Mark Kezios	EX	Mary Rose Wilcox <i>alt: Terri Leija</i>	EX	Randall Furrow	AT	Stephen O'Dell
AT	Cheri Tomlinson <i>alt: Eric Moore</i>						

Guests

Ron Hill

Administrative Agent Staff

Rose Conner Jennifer Hawkins

Support Staff: John Sapero, Shranda Ceballos

Welcome, introductions and declarations of any conflicts-of-interest

Mark Kezios called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Mark Kezios determined that quorum was established with 5 of 9 members present at approximately 5:20 pm.

Review of minutes and action items

No revisions were voiced.

Administrative Agent update

Rose Conner provided Snapshot Report as of December 31, 2008 and MAI utilization report, and discussed as of:

- Snapshot report gave a good example of what would need to be returned to HRSA
- Due to the need in food service Psychosocial Support has been decreased by \$12,000 & Food has been increased by \$12,000
- Recommendation to move from Core and Supportive Services to Part B Pharmaceuticals, which will bring total reallocation to Part B to a \$1,000,000
- Final approval from BOS for IGA, \$500,000 task order is in affect and another will be requested
- Part B \$1,000,000 will provide medication to clients in Maricopa & Pinal Counties from January 28 - February 28, 2009
- At this time reallocate \$253,000, this still leaves a cushion to work with this month
- Requested \$100,000 in carryover for next year for Outreach
- Supplemental funds that will be unspent this grant year and will be returned to HRSA. The 2% requirement was met
- The final GY 2007 MAI report has been submitted to HRSA on time
- MAI report is for general review only
- HRSA has notified grantees that there will most likely a partial grant award in the next grant year. The AA's office will work to ensure that the contracting process is easy on providers

MOTION: Larry Stähli motioned that the Allocation Committee supports the AA's recommendations for rapid reallocations and pass onto the Planning Council. Ron Hill seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

The committee continued to discuss the request for the MAI carryover. The AA's office also discussed how they will soon be meeting with one of the providers who might not want to be a MAI recipient next grant year. The provider will demonstrate to HRSA how they can still meet their goals and objective with Part A funds. Cheri Tomlinson asked when would be the appropriate time to discuss goals and objectives for MAI grant for the next grant year.

Rose asked if the committee can take a look at the Carryover snapshot.

- Primary Medical won't be able to use the majority of the \$200,000 by the time they get the new RFP, last month \$180,000 was reallocate to Part B, and was approved by HRSA
- Part B pharmaceuticals \$327, 793 has been allocated
- Oral Health anticipate some funds will be unspent but won't know for sure until after both provider submit February billing

Reallocations

Rose discussed the reallocations of the following:

Decrease

Increase

MEETING MINUTES *continued*

Psychosocial (support)	\$12,000	Food Service (support)	\$12,000
Unobligated Core Services	\$222,500	Part B Pharmaceuticals	\$222,500
• Medical case management	\$57,000		
• Mental Health	\$17,500		
• Substance Abuse	\$10,000		
• Medical Nutrition	\$30,000		
• Primary Medical care	\$108,000		
Unobligated Support Services	\$30,500	Part B Pharmaceuticals	\$30,500
• Transportation	\$7,000		
• Outreach	\$22,000		
• Translation	\$1,500		
Total Core & Support	\$253,000	Part B Pharmaceuticals	\$253,000
• Total reallocation to Part B Pharmaceuticals	- \$1,000,000		

Determination of agenda items for the next meeting

In addition to recurring agenda items, the following agenda items were added:

Agenda Items

PSRA needs & development

Allocations scheduling in terms policies & procedures

Delta dental update

Award

Dental Case Management

Action Items to be completed by the next meeting:

Task	Assigned To

Current Event Summaries

Mark Kezios informed the committee about the Patient Assistant cards.

Cheri Tomlinson shared the MHIS will be having a HRSA site visit occurring April 14-17, 2009. Also on February 12, 2009 Barbara Rosa will be joining the Planning Council, after her appearance at the Arizona HIV Quality Management Work Group.

MEETING MINUTES *continued*

Call to Public

John Saperro shared that Learn, Link & Live will be this Saturday, February 7, 2009. He also shared that the Planning Council Support might be moving location. He explained how we might have to look at new meeting locations.

Adjourn

The meeting adjourned at 6:23 p.m.