

# Allocations Committee



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## Jared Vega, Chair

Wednesday, May 6, 2009  
4:00 pm to 7:00 pm  
Public Health  
4041 North Central Avenue, Phoenix  
15<sup>th</sup> Floor, Joshua Room

4041 North Central Avenue  
Suite 1537 • Phoenix, AZ 85012-3329  
(602) 506-6321 phone  
(602) 506-6896 fax  
PlanningCouncil@mail.maricopa.gov

## Meeting Minutes

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### 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	AT	Maclovia Morales
AT	Mark Kezios	EX	Mary Rose Wilcox <i>alt: Terri Leija</i>	AT	Randall Furrow	EX	Stephen O'Dell
EX	Cheri Tomlinson	AT	Jared Vega				

### Guests

Judy White

### Administrative Agent Staff

Rose Conner                      Dyle Sanderson                      Jen Hawkins

**Support Staff:** John Sapero

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### 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.

Mark discussed that Jared Vega was approved as the new Chair of the Committee and would be facilitating the meeting.

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Funding is provided by the United States Department of Health and Human Services, the Ryan White HIV/AIDS Treatment Modernization Act of 2006 and the Maricopa County Department of Public Health.

All of the documents discussed may be requested from Planning Council Support.

## **MEETING MINUTES** *continued*

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### **Determination of quorum**

Jared Vega determined that quorum was established with seven of ten members present at approximately 4:07 pm.

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### **Review of minutes and action items**

Randall Furrow noted that a sentence was incomplete on page 2. Debby Elliott asked that the income she discussed in her Current Event Summary was unemployment income.

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### **Administrative Agent update**

Rose Conner discussed:

- The closeout for GY 2008 is moving forward and will be completed on time
- The final notice of grant award has been received and task orders are being processed
- The \$68,000 carryover of MAI funds has been approved by HRSA. A work group is being formed to review the outreach service delivery model
- A provider meeting will occur on Thursday, May 7th
- The Food Box/Home-Delivered Meals RFP has closed; the Primary Medical Care RFP was extended to allow additional providers to respond

Phil Seeger asked about the composition of the team that is developing the Outreach Model. Rose Conner replied that the team is charged with reviewing the service delivery model that was developed two years ago, and will revise the model as deemed necessary. After the initial review, the group will work with case management to determine how Outreach and Case Management can collaborate.

Cheri Tomlinson asked how long the process would take. Rose Conner replied that she anticipated the process would take until the end of the summer.

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### **Committee Chair Update**

Jared Vega thanked the committee members for allowing him to assume the role as Chair. He asked everyone to provide input regarding processes and policies.

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### **Reallocations**

Rose Conner provided a GY 2008 Closeout Report and reviewed the document.

### **Closeout Report:**

- The carryover request has been submitted for \$100,000
- Linguistic Services funds were used to provide translation when a provider was not able to offer this service, and for the translation of documents.

**MEETING MINUTES** *continued*

- Overall, the EMA did well in meeting its goals.

**2009 Part A Grant Award:**

- The EMA received a 4.7% increase
- All providers received task orders for 30% of their 2008 expenditures.

**Considerations for 2009 Allocations**

Rose Conner reviewed items for the committee to consider:

- Primary Medical Care expenses may not increase
- A new Central Eligibility Provider will be funded through Medical Case Management
- Financial assistance programs are experiencing increased utilization
- Financial assistance for Oral Health was not funded and there is identified need
- Supportive Case Management is experiencing increased utilization
- Medical Nutritional Therapy is experiencing increased utilization
- Psychosocial Services is experiencing increased utilization
- Legal Services is experiencing increased utilization
- Translation services may need to be funded
- Outreach Services may be over-funded
- ADAP may need support from Part A

**Categories that may need additional funding:**

Medical Nutritional Therapy	\$50,000
Supportive Case Management	\$95,000
Food Box Services	\$38,000
Psychosocial Services	\$48,000
Legal Services	\$11,000
Translation Services	\$ 3,500
Total Additional Funding Needs to maintain current service levels	\$245,500

**MEETING MINUTES** *continued*

**Service Categories that could have PSRA funding reduced and continue to maintain current levels of service:**

Primary Medical Care	\$125,000
Outreach Services	\$119,000
Total Possible Funding Available for Reallocation	\$244,000

**Note:** \$100,000 anticipated carryover could be reallocated by Planning Council to service categories that demonstrate the greatest need during 6 month allocation review.

Maclovia Morales asked for clarification regarding additional funding to Outreach Services from MAI funds. Rose Conner replied that in the GY 2009 budget, the AA had requested to increase funding to Outreach Services. Based on GY 2008 utilization, funding should be sufficient for this service category.

Debby Elliott asked if the Medical Case Management service category would be able to support central eligibility and the current service being provided.

Phil Seeger asked why Oral Health financial assistance was not funded. Mark Kezios discussed that the Council had committed to ensure that Oral Health funding for the Dental Insurance Program would meet expected demand. There was discussion regarding examples of individuals who had needed financial assistance (individual could be over FPL, have private insurance). Rose Conner discussed that the trend for Oral Health will meet the \$1.3 million PSRA allocation.

Debby Elliott discussed that if there was a choice between pharmaceutical assistance or dental, pharmaceutical assistance should take precedence.

Phil Seeger discussed that people that are becoming unemployed and will need financial assistance.

Mark Kezios discussed that the report was excellent. He asked what “current level of service” meant. Rose Conner replied that this was what would be needed to maintain services in GY 2009 based on utilization in GY 2008 and current trends.

Mark asked how the AA ensures services are provided for the entire year. Isn't the contractor required to provide services for twelve months? A provider could use all of their funding in eight months and then stop services for the remaining four. Jen Hawkins replied that all contractors can terminate their contracts with 30 days notice.

Debby Elliott related that some services can be metered out, others may not. It depends on the service and the contract. Maclovia Morales concurred.

Larry Stähli asked if clients in supportive case management will move to Medical Case Management. Rose Conner related that both services will see good utilization. Rose added that the centralized eligibility provider would not decrease capacity. Debby Elliott disagreed, as case management was provided based on full time employees.

**MEETING MINUTES** *continued*

**MOTION:** Larry Stähli moved to have the MAI carryover to be used for media outreach. Bradley Allen seconded.

**DISCUSSION:** Rose Conner provided backup information regarding how the MAI carryover funding could be spent (Outreach Services only). The MAI carryover must be spent by the end of July.

**OUTCOME:** The motion passed.

Cheri Tomlinson discussed that the majority of individuals at McDowell Clinic are case managed in some way. She also discussed that MIHS has the Part D dental grant, which is ending soon. These clients will need assistance from other sources, including Part A.

Phil Seeger asked if there was an increase projected in the dental insurance program. Judy White discussed that the client level remained stable.

**MOTION:** Larry Stähli moved to transfer \$20,000 from Outreach Services to Oral Health financial assistance. Bradley Allen seconded.

**DISCUSSION:** Mark Kezios discussed that he did not feel that oral financial assistance should not be provided by Part A. If clients need oral health services, they need to be on the insurance program. Debby Elliott agreed.

**AMENDMENT:** Larry amended his motion to \$500 to cover the funds already committed. Bradley accepted the change.

**OUTCOME:** The motion passed.

**MOTION:** Mark Kezios moved that the categories presented by the AA:

Increase funding, as follows:

Medical Nutritional Therapy	\$50,000
Supportive Case Management	\$95,000
Food Box Services	\$38,000
Psychosocial Services	\$48,000
Legal Services	\$11,000
Translation Services	\$ 2,000
Oral Health FAP	\$500
FAP General	\$0
FAP Pharmaceuticals	\$2,984

Decrease funding, as follows:

Primary Medical Care	-\$125,000
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## **MEETING MINUTES** *continued*

Outreach Services - \$119,000

Randall Furrow seconded.

**DISCUSSION:** Maclovia Morales discussed that HOPWA is scrutinizing “emergencies” more. She preferred to leave some funds in this category. Mark related that providing drugs and case management was more important. Debby Elliott discussed that leaving limited funds in the category may not really help a client who needs long-term assistance.

**OUTCOME:** The motion passed.

Debby Elliott suggested that the Standards Committee should review eligibility criteria for pharmaceutical financial assistance. Consensus was reached to forward this issue to the Standards Committee and Health Care Strategies for review.

**NOTE:** After the meeting, it was discovered that \$1000 of the AAs original proposal was not reallocated in the motion above. This will occur at a future Allocations Committee meeting.

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### **Priority Setting and Resource Allocations planning**

Jared Vega provided an overview of the logistics confirmed to date.

Mark Kezios discussed that the data provided by the AA was very detailed.

Cheri Tomlinson clarified that while the AA’s data is helpful, other data is needed. John Sapero related that other information is historically gathered and this will continue.

Other items discussed for inclusion in the PSRA session:

- Guiding principles and values discussion
- Have the AA ask providers and stakeholders for information/feedback prior to the meeting
- Distribute information at least a week prior to PSRA
- Provider input – last year’s provider workgroup was not well attended.

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### **Determination of agenda items for the next meeting**

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

#### **Agenda Items**

Review and potentially develop directives for pharmaceuticals FAP

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Review guiding principles for decision-making

**MEETING MINUTES** *continued*

Discussion regarding costs for centralized eligibility and the impact on case management services

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Discussion regarding FPL by service category – changes due to funding constraints?

Phil Seeger asked if the AA can seek other public funding sources. Rose Conner replied that this would have to be reviewed with the Board of Supervisors. Additionally, because all of the AA's costs are covered by Ryan White, the AA could not administer them.

**Action Items to be completed by the next meeting:**

<b>Task</b>	<b>Assigned To</b>
Forward FAP issues to Health Care Strategies for review	John Sapero

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**Current Event Summaries.**

Debby Elliott discussed that there are logistical issues regarding attending the Planning Council meeting at Care Directions. Information will be provided via email.

Cheri Tomlinson welcomed Boni Lowney to the Ryan White Part D program. Additionally, MIHS is applying for an extension grant to cover dental services and supportive care.

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**Call to Public**

John Sapero related that the draft of the Comprehensive Plan had been forwarded to the Council email for review prior to next week's Council meeting.

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**Adjourn**

The meeting adjourned at 4:53 p.m.