

Allocations Committee



Jared Vega, Chair

Wednesday, June 3, 2009
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*

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

Guests

Philip Seeger Jim Henson

Administrative Agent Staff

Rose Conner Jen Hawkins

Support Staff: John Sapero

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

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

Determination of quorum

Jared Vega determined that quorum was established with six of ten members present at approximately 4:10 pm.

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*

Review of minutes and action items

Randall Furrow noted minor typographical errors. Philip Seeger noted the date of the meeting was incorrect.

Administrative Agent update

Rose Conner provided utilization information and discussed:

- The closeout of GY 2008 has been completed (documentation included in the info packet)
- MAI: Total grant for this year is \$277,000; spent to date (April 30) is \$119,000

Recommendations for MAI funds:

- Reallocate \$12,000 from Treatment Adherence Services to Outreach Services
- Reallocate all MAI administrative money to direct service
- Redirect all March-July 2009 Part A Outreach and Supportive Case Management expenses to MAI (approximately \$65,000). This would make \$65,000 available to reallocate to Pharmaceutical Assistance - Part B.
- Continue HIV CARE media campaign in July 2009

If these recommendations are approved, MAI spending would total \$275,803. This would leave just under \$3000 left to request for carryover for 2009.

Mark Kezios asked if the \$65,000 is in addition to the MAI funds allocated at last year's PSRA. Rose replied this was correct.

- All providers have been sent task orders that are equal to GY 2008 expenditures, except for Food Boxes/Home-Delivered Meals providers – these task orders were decreased by 5%. This leaves remaining funds that need to be allocated:

- Primary Medical Care \$77,677
- Medical Case Management \$65,157 (anticipated to go to CE Provider)
- Mental Health Services \$126,217 (Possible later allocation to Part B)
- Substance Abuse \$6,572 (Possible later allocation to Part B)
- Health Insurance Continuation \$32,620
/Cost Sharing Assistance
- Outreach Services \$2,366

- The responses to the Food Boxes/Home Delivered Meals RFP will be reviewed on June 11, with contracts in place on July 1, 2009.
- The Pinal County Case Management contract has been terminated by the provider. Another case management provider may be able to take on this provider's clients.

MEETING MINUTES *continued*

- The Planning Council will need to allocate additional funds to the following service categories to cover expenses that were incurred:
 - \$279 to Linguistic Services
 - \$171 to FAP Oral Health

Debby Elliott asked how many months the \$65,000 earmarked for centralized eligibility would fund. Rose Conner replied this would fund six months of service. In the past grant year, there were 2,503 clients that needed eligibility determinations; 900 of these were new applications. The average time to complete a new intake is one hour; renewals take 30 minutes per client. It is anticipated the new provider will have to assign two FTEs to this contract.

Phil Seeger asked if this contract will be based on cost reimbursement or units of service provided. Rose Conner replied it would be based on cost reimbursement.

Rose added that the final financial status report for HRSA has been included in the materials. Mark Kezios asked if HRSA still required 90% of formula funding to be in contract within 90 days of the grant award. Rose Conner replied she would need to research this.

Reallocations

The committee continued to review the materials provided by the Administrative Agent.

Mark Kezios expressed disappointment with the Part B ADAP program. He attended a conference call and was asked that the Planning Council not provide copay assistance for drugs that were not on the proposed ADAP formulary – there would be parity throughout the state. During the conference call, it was discussed that Part B providers would be allowed to do this. This statement was later rescinded and there would be no supplemental assistance provided by Part B for drugs that were not on the ADAP formulary.

Mark expressed he felt ADAP was not acting quickly enough. Mark suggested that the Planning Council should wait until later in the year to allocate any funds for assistance.

Debby Elliott asked if Part B had determined the changes to the formulary. Mark Kezios replied that the formulary will only include antiretroviral medications and drugs for opportunistic infections. There will also be limited availability for clients with hepatitis C to receive treatment for this disease through a separately-funded program.

MOTION: Randall Furrow moved that any Part A allocations to the Pharmaceutical Assistant - Part B service category be disbursed in December, and be approved based on three criteria: All resources are spent as planned; formulary continuity is maintained throughout the state; and fiscal responsibility and need are demonstrated. Mark Kezios seconded.

DISCUSSION: Mark Kezios clarified that \$140,000 would be reallocated to Part B, as well as funding throughout the year as it became available. However, these funds would not be disbursed until December.

MEETING MINUTES *continued*

Phil Seeger asked if Part A reallocated funds to Part B, could these funds be used for anything other than pharmaceuticals? Mark Kezios replied that funds must be spent on pharmaceuticals.

Cheri Tomlinson discussed the criteria in the motion would be difficult to quantify. There was discussion regarding how an evaluation would occur and why it was important to conduct an evaluation later in the year.

Philip Seeger asked for clarification of the motion. Mark Kezios replied there is \$75,000 already allocated to Part B, and an additional \$65,000 could be available to direct to Part B. Waiting until December will allow the Council to review ADAP spending; if Part B still needs the funds, they can be released quickly.

Philip followed up by asking what would happen if Part A needed the \$65,000? Mark Kezios replied the Council could reallocate funds as it wished.

Jared Vega expressed that much of the concern is because there were questions that couldn't be answered at the Part B presentation that occurred at the Health Care Strategies meeting.

FRIENDLY AMENDMENT: Debby Elliott asked to include "parity" rather than "continuity" to the motion. Randall Furrow and Mark Kezios accepted the amendment.

Rose Conner discussed she asked ADAP to provide a list of Part A clients on ADAP, including their providers and what these clients were being prescribed. This information would assist providers to create individual care plans for clients, and provide Part A information on the aggregate costs. Part B responded that they do not differentiate between Part A/non-Part A clients. Additionally, they do not believe they have the necessary information sharing agreements with Part A and as such can not share this information. They can provide the information to providers, however.

Rose continued she had met with our HRSA project officer and informed her of how Part A was planning to transition clients. She also spoke with the State Director about the issue.

Part A will work with other Ryan White Parts to inform providers and transition clients.

Mark Kezios asked if any meeting participants had received any information. There was no response. He was concerned that the formulary discussion began on April 16—now there were only 27 days until the formulary changes went into effect and this information was still not shared with the community.

Cheri Tomlinson discussed collaboration had been initiated among providers and an action plan was being developed. She proposed that the current motion be made at the Council meeting after more information is gathered.

Mark Kezios discussed that if Part A does not act in some form, it may be perceived as the Planning Council hindering the process.

OUTCOME: The motion passed.

MEETING MINUTES *continued*

MOTION: Larry Stähli moved to transfer \$279 for translation services and \$171 for FAP Oral Health. Randall Furrow seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Committee Chair Update

No update was provided.

Priority Setting and Resource Allocations planning

John Sapero discussed that two locations had responded to the bid request for the PSRA session on August 22, 2009. After a review of the two bids, a consensus was reached to hold the event at the Radisson Hotel Phoenix City Center.

John Sapero related that Part B had been asked to provide information regarding projected ADAP utilization for the next year, and to have a representative attend the PSRA sessions. Mark Kezios discussed he had made this request to have data to make informed decisions during PSRA. Part B questioned the need but agreed to provide the data by the first week in August.

Jared Vega offered to provide meeting space at his office building for the September 2, 2009 Allocations meeting.

Determination of agenda items for the next meeting

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

Agenda Items

ADAP Discussion

PSRA

Transportation services review

MAI review

MEETING MINUTES *continued*

Action Items to be completed by the next meeting:

| Task | Assigned To |
|-------------------------|--------------------|
| Invite Part B to attend | John Sapero |

Current Event Summaries.

Debby Elliott discussed that the City of Phoenix has proposed a rate increase for public transportation. This will be discussed in the next week.

Call to Public

No comments were voiced.

Adjourn

The meeting adjourned at 5:15 p.m.