

Allocations Committee



Stephen O'Dell, Chair

Wednesday, June 4, 2008
4:00 pm to 6:00 pm
Public Health
4041 North Central Avenue, Phoenix
15th 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

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

Guests

Administrative Agent Staff

Kevin McNeal via phone

Support Staff: John Sapero

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

Bradley Allen called the meeting to order and welcomed the attendees. Everyone introduced him/herself and declared any conflicts-of-interest.

Determination of quorum

Bradley Allen determined that quorum was established with six of nine members present at 4:15 pm.

MEETING MINUTES *continued*

Review of minutes and action items

The committee silently reviewed the minutes from the previous meeting. No corrections were voiced.

Committee Chair update

Bradley reviewed the action items that were assigned and provided a short overview of the previous meeting.

Administrative Agent update

Kevin McNeal was able to join the meeting via conference call and reviewed the service utilization report. Questions posed to the AA:

- **What is the status of the carryover request - there is concern that it might not get contracted/spent in time?**
A) It is on hold until other issues with HRSA are resolved (audit concerns);
- **Can the carryover request be “de-bundled” to get non-challenged services approved for funding?**
A) Possibly - he will check with our Project Officer.
- **How long will it take to get carryover funds in service?**
A) About a week or so
- **Compliance/utilization of Food Services service category - what's going on? Were there no billing?**
A) Submitted billings were not in compliance, and the provider is ramping up to get billing issues resolved.
- **Is MAI going to be funded at the same level as last year? If not, what will happen to current providers? When does MAI have to be spent by (August or February?)**
A) Funding is from August 2007 to July 2008. Contacts end on July 31, 2008. Funds can be reallocated and possibly carried-over. The AA has no recommendations for MAI reallocations.
- **Is there a carryover process for MAI funds? Can they be reallocated in the current service categories?**
A) Funds can be reallocated. They can also be carried-over, if approved by HRSA.
- **Why aren't contractors spending MAI funds?**
A) Contracts were held up by logistical issues with HRSA, and were not in place until March 2008. There are also billing compliance issues with providers.
- **Is the current audit going to affect our grant application, or current funding?**
A) No.
- **What will be next year's MAI award?**
A) \$210, 026

MEETING MINUTES *continued*

There was discussion regarding the need to reallocate MAI funds. Kevin McNeal discussed that he should have recommendations for reallocations at the next Allocations meeting.

MOTION: Cheri Tomlinson motioned to allow the Administrative Agent to have rapid reallocation power to reallocation MAI funds within line items until the end of the MAI grant year (July 31, 2008). Larry Stähli seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Cheri Tomlinson discussed that it might be wise to have MAI reallocations discussions earlier in the year. Kevin McNeal discussed that it will be included on all future utilization reports.

Kevin discussed that the MAI contracts are 3-year contracts, as opposed to the regular Ryan White 1-year contracts, and an RFP had to be released for contracting these funds.

Mark Kezios related that he will make a formal request to the Administrative Agent to provide more information regarding provider billing issues.

The documents described above are available from Planning Council Support.

Reallocations

The committee determined that the two months worth of utilization made it difficult to determine the need for reallocations. It was determined that there was no need to reallocate funds at this time.

GY 2009 Directives

Amalgam Fillings

Bradley Allen discussed that the number of dentists providing metal filling was limited, and Ryan White would not pay for amalgam filling for clients (it is considered cosmetic by HRSA). This created significant costs to clients who could not travel or find dentists who provided metal fillings.

Cheri Tomlinson requested that the Administrative Agent attend the next meeting to provide background information on this issue.

Bus Passes

Bradley Allen related that there is a shortage of bus passes at the end of each month. This directive would increase the number of bus passes provided.

Cheri Tomlinson requested that the Administrative Agent provide more information regarding this issue, including current utilization, consumer challenges, and feasibility.

On-Line Bus Pass Purchase System

Bradley Allen discussed that this directive would allow for faster delivery of bus passes by having them delivered directly to the client from the online ordering system.

MEETING MINUTES *continued*

Cheri Tomlinson requested that the Administrative Agent provide more information regarding this issue, including current utilization, consumer challenges, and feasibility.

Planning for GY2009 priority setting/resource allocation - data needs & guiding principles

The committee determined the following needs:

Data Presentations

Barriers to Care determinations from Health Care Strategies

- Presentations that reflect the analysis of current utilization data, common client challenges in each service category, and trends in care
- Administrative Agent meets with providers to prior to the July Planning Council meeting to get feedback regarding trends and patterns.
- The Administrative Agent comes to July PC meeting with this information and funding recommendations

Most needed data:

- Historical trend of clients served (graph over 3-5 years)
- Provider challenges/trends, by service category
- Funds reallocated in service categories over the past last year
- Snapshot of the past year, and short analysis of the service category with forecasting
- Panel to discuss significant changes and provide different perspectives
- Administrative agent to query providers about their needs/challenges, and report these by service category.

Bradley Allen discussed the guiding principles document and a draft of the strategic planning activity were included in the information packets, and discussed that the committee was scheduled to present the strategic planning activity developed for the Retreat at the upcoming Planning Council meeting.

John Sapero reviewed the strategic planning document with the committee discussed that there were three decreased funding scenarios planned (-7%, -12%, and -30%). There was discussion that there may not be enough time to complete all three scenarios. It was determined to present only two scenarios (-12% and -30%). After the exercises were completed, the participants would be polled about how their small groups developed their funding rationale.

Cheri Tomlinson discussed that having members of the Administrative Agent's office available to answer questions would help the participants during the activity. John Sapero related he would forward a formal request to Kevin McNeal.

MEETING MINUTES *continued*

Determination of agenda items for the next meeting

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

Agenda Items

MAI discussion

Carryover discussion

Directives information review

Review of Funding Scenario exercise and step-by-step decreased funding process

Action Items to be completed by the next meeting:

Task	Assigned To
Request info from Administrative Agent	John Sapero

Current Event Summaries

Cheri Tomlinson discussed that MIHS has submitted an ER rapid testing grant application. The determination of the award should occur in about a month.

Mark Kezios and Debby Elliott discussed that their organizations have formed teams for AIDS Walk 2008.

Call to Public

John Sapero discussed that AIDS Walk 2008 will take place on Sunday, October 5, 2008.

Adjourn

The meeting adjourned at 6:15 pm.