

Allocations Committee



Stephen O'Dell, Chair

Wednesday, November 5, 2008
4:00 pm to 6:00 pm
Public Health
4041 North Central Avenue, Phoenix
15th Floor, Joshua 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>	AT Randall Furrow	EX Stephen O'Dell
AT Cheri Tomlinson <i>alt: Eric Moore</i>			

Guests

Susan Smola

Administrative Agent Staff

Rose Conner Kevin McNeal 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 six of nine members present at approximately 4:20 pm.

Review of minutes and action items

No revisions were voiced.

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*

Committee Chair update

No update was provided.

Administrative Agent update

Kevin McNeal provided a utilization snapshot for up to September 30, 2008 and discussed:

- Variance of -11% for the year
- Most service categories are at 5-20% under utilized but will pick up based on trends
- MAI funds for FY07 are closed – remaining balance \$67,733 unspent
- Report coming in for MAI FY08
- Not yet able to utilize carryover funding yet, working on contracts, etc.

Cheri Tomlinson asked if the EMA will be requesting a carryover request for remaining the MAI funds. Kevin McNeal discussed that this is to be discussed later in this meeting. Cheri also asked if the FY08 MAI grant year that began in August but has been contracted. Kevin related that contracting and inter-governmental agreements were in progress.

There was discussion regarding the forecasted funds being at -11% by February, and what challenges might be faced when reallocating funds. The committee continued their discussion on how unspent funds might be used in other categories, such as Oral Health Services or assisting Part B with ADAP funding.

Rose Conner suggested holding off on discussing reallocations until next month's meeting, when better data will be available from both Part A providers and the Part B program.

Reallocations

No recommendations were made at this time.

Service Category Definitions Review

John Sapero discussed that there was a need to change verbiage in the Health Insurance Premium and Cost Sharing Assistance service definition:

Health Insurance Premium & Cost Sharing Assistance is the provision of financial assistance for eligible individuals living with HIV to maintain a continuity of health insurance or to receive medical ~~and dental~~ benefits under health insurance programs. This includes premium payments, risk pools, co-payments, and deductibles.

In 2007, the Allocations Committee agreed to include "and dental" because dental benefits might be included in a client's COBRA coverage and there was concern that if dental benefits were not specifically mentioned, coverage would not be provided. HRSA has since reviewed the definition and has mandated that the definition be revised to the original verbiage as provided by HRSA.

MOTION: Debby Elliot moved to remove "and dental" from the definition. Larry Stähli seconded.

MEETING MINUTES *continued*

DISCUSSION: None.

OUTCOME: The motion passed.

MAI Reallocations & 3-year Plan Review

Kevin McNeal provided an overview of the original 3-year MAI funding plan:

- Year 1 capacity development efforts will focus on assessing the core competency needs of Part A
- Year 1 funding would support capacity building efforts in the community and allow a gradual shift in years 2 & 3 toward providing direct services to clients
- Year 2 activities would gradually shift away from capacity building into services
- Year 3 funds would be used entirely for services, primarily medical case management

Kevin explained that about \$500,000 was to be used over the three years to fund Case Management, Treatment Adherence, EIS/Education and Admin Costs. Kevin related that this request was not approved by HRSA and a reallocation had to be done in December and January. Currently, there is an unspent balance of \$68,102. The Planning Council can submit a carryover request to utilize these remaining funds.

Kevin provided an overview of the planned Year 2 services and the funding allocated for these services. Kevin also detailed the current status of provider contracts and/ or implementation issues. There was general discussion regarding what services might be appropriate to allocate MAI carryover funding to, and the reporting challenges providers faced when accepting MAI funds. During this discussion, Outreach Services was identified as having received a decreased allocation in the level-funding scenario at Priority Setting and Resource Allocations for the next grant year. Allocating the unspent funds to this service category would allow for targeted services to communities of color and supplement whatever funding the final award provided.

MOTION: Larry Stähli motioned to approve an MAI carryover request to utilize \$68,102 for Outreach Services. Mark Kezios seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Determination of agenda items for the next meeting

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

Agenda Items

MAI update (if available)

Reallocations (if necessary)

MEETING MINUTES *continued*

Action Items to be completed by the next meeting:

Task	Assigned To

Current Event Summaries

Mark Kezios has a teleconference tomorrow with Karen Ingvaldstad, HRSA project officer for the EMA.

Cheri Tomlinson introduced Susan Smola. Additionally, MIHS has received a grant to provide treatment adherence classes twice per month.

Debby Elliot mentioned that Care Directions will host a lunch consumer training, "Why & how to stay on your medication for the holidays" on December 17, 2008.

Mark Kezios congratulated & thanked John Sapero for his efforts co-Chairing AIDS Walk 2008.

Call to Public

John Sapero related that a review of the current Care Planner has begun in preparation for the next printing of the booklet.

Adjourn

The meeting adjourned at 5:32 pm.