

**Planning and Allocations Committee
(Microsoft Teams Meeting)
July 22, 2020
9:30 am – 11:30 am
Meeting Summary/Minutes**

Planning and Allocations Committee Members Present:	
Andrew Bauman	Florence Kulubya – Nabeta
Lisa Behr	Jeremy Stadelman
Mary McCarthy	Tyrie Stanley
Larry McPherson	
Planning and Allocations Committee Members Absent:	
Austin Phillips	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Thuan Tran	Sharlonda Pierce
MDH (Prevention) Representative:	MCHACP Staff:
McKinzie Woelfel	Carissa Weisdorf, Council Coordinator
	Richard Puella, Administrative Specialist (minutes)

Quorum? YES

I. Welcome & Introductions: Andrew Bauman called the meeting to order at 10:00am, and introductions were made.

II. Review, approval of 6/24/2020 meeting minutes and proposed agenda: It was noted that the minutes did not reflect the co-chair title for Larry McPherson and Tyrie Stanley. Richard Puella noted this and will make the necessary edits. With that, the agenda and the June minutes were approved by unanimous consent.

- Carissa Weisdorf announced that Michael Brooks has resigned from the council. Michael was a co-chair of the Planning and Allocation Committee (PAC) and the committee needs to elect a new co-chair to serve alongside Andrew Bauman. The committee felt that a co-chair election should happen today and could be placed on the agenda under new business.

III. Part A Minority AIDS Initiative (MAI) allocation recommendations from Disparities Elimination Committee: Carissa Weisdorf reported that Hennepin County (HC) provided the incorrect total at the June 2020 meeting. Unfortunately, the Disparities Elimination Committee (DEC) allocated based off this typo. She also mentioned the potential of not serving clients who utilize service through Medical Case Management and Outpatient/Ambulatory Health Services (OAHS). In order to ensure all the Part A clients can receive the core medical services that they need within 30 days, the council would have to move other funding from support services back into OAHS. This will allow Part A to apply for the expenditure waiver. There was also additional information about rebate funds being used for Emergency Financial Assistance (EFA). With that, DEC had discussions around the proposal from Hennepin County and decided it was in the best interest to continue to fund the programs as is (see table below). Tyrie Stanly moved to accept DEC’s recommendation for fiscal year 2021 proposed MAI

funds for Medical Case Management and Outpatient/Ambulatory Health Services as seen in the table below. The motion was seconded by Larry McPherson. The ayes have it and the motion passes.

Services and Population	HC Proposed
Medical Case Management (MCM)	\$206,926
-Black	\$40,000
-Hispanic/Latinx	\$166,926
Outpatient/Ambulatory Health Services (OAHS) (Black and Hispanic/Latinx)	\$129,293
Emergency Financial Assistance (EFA)	n/a
Total Allocation	\$336,219

Roll call	Aye/No
Lisa Behr	Aye
Mary McCarthy	Aye
Florence Nabeta	Aye
Larry McPherson	Aye
Tyrie Stanley	Aye

IV. Allocations Proposal for Part A and Part B funds for fiscal years 2021 and 2022

- Thuan Tran highlighted some of Hennepin County’s recommended changes. For example, Health Insurance premium assistance, the Department of Human Services (DHS) will be taking over that funding. The dollar amount would be the same but for Hennepin county proposal the dollar amount would be zero, which is what the council will see since they are making recommendations for Part A. He also pointed to the low utilization of Medical Nutrition and Mental Health services, which continues to decrease. Therefore, HC is recommending a decrease in funding in those areas. He mentioned that linguistics services were over expended by three hundred percent, and since that service receives such a small funding amount HC recommends to increase the funding.
- He noted an error in the linguistics proposal. It is currently funded at \$1,800 and is being recommended to double to \$3,600 not \$5,800.
- He mentioned that the choice is up to PAC if they want to come up with their own recommendation as well, but to keep in mind that the council is having two allocation retreats and any recommendations will need to be presented at one of the retreats.
- The committee questioned why the Administrative budget hasn’t change since the council has not met in person because of COVID. Thuan explained that rebate funds are used for greater Minnesota expenses and that wouldn’t be reflected in this proposal. Thuan noted that Hennepin County didn’t want to touch the council dollars, so the council can decide how best to use the funds. Carissa agreed with Thuan in not changing the Council budget because this budget will go into effect March 1, 2021 and hopefully, we will be meeting in person by then.
- Carissa noted that Health Insurance Premium (HIP) appears as if Part A is completely reducing the funding, but DHS will be covering that program and it will be paid through rebate funding. Thuan wanted to note that HIP was taken from a spreadsheet created by DHS and should anyone have any additional questions to please refer to Sharlonda Pierce.

- Carissa asked if DHS can provide the rebate funding on the table, and asked Sharlonda is she could help secure that information in time for the allocations retreat. Sharlonda agreed and will submit the request today.
- Larry moved to adopt the council allocation proposal for 2021-2022 for core and support services. Tyrie seconded the motion. No debate followed. The ayes have it and the motion passed.

Roll call	Aye/No
Lisa Behr	Aye
Mary McCarthy	Aye
Florence Nabeta	Aye
Larry McPherson	Aye
Tyrie Stanley	Aye

V. Discuss possible directives:

- Carissa Weisdorf presented on directives “*Priority Setting and Resource Allocation: Developing Directives,*” and provided an overview on what directives are and how they can be used.
- Lisa Behr mentioned the ongoing issue with Ramsey County and their Ryan White providers not being able to provide services immediately upon HIV diagnosis, which is considered best practice, and there is no system in place to hold the providers that receive Ryan White services accountable for getting patients in within a specific amount of time. She explained the issue with providers only being in once a week, and Ramsey County often utilizes the Positive Care Center to get patients in the system quickly. She asked if any progress has been made with Dr. Henry and having him come in a second time. She feels that it’s important for the people in Ramsey County who are diagnosed as positive that cannot get to Hennepin County to have access to the same resources that is advocated for throughout Ryan White.
- Thuan Tran mentioned a process called the provider incident log to use to report an incident when there is an issue with care for clients. He also mentioned that committees and the council have input on the standards which is something the council reviews annually.
- Lisa asked if Dr. Hennery can come back to provide background and training on rapid response to the new council members, so they are making well informed decisions.

VI. New Business/Unfinished Business:

- **Co-chair elections:** Michael Brooks has resigned from the council and the Planning and Allocations Committee (PAC). With that, PAC will need to elect a new co-chair. Tyrie Stanley nominated himself. With no other nominations, there is no need for a ballot, and Tyrie Stanley is elected co-chair of PAC.
- **Virtual Meeting Norms:** The committee agreed to use the same process that the council used at the last council meeting. Each meeting will start with the list of virtual etiquettes. The meeting will start with everyone muted, and if those who wish to speak to please raise their hand. Members will also keep their video off unless speaking.

VII. Agenda for next meeting:

- FY20 carry over proposal and evaluate the PSRA process.
- Discuss rapid access to recommendations.

VIII. Announcements: Mary McCarthy announced for those working in greater Minnesota, two of their locations will be relocating. The Mankato office is moving on July 29, 2020, and Duluth will be relocating in August.

IX. Adjourn: The meeting was adjourned at 11:00am

RP/cw