

Planning and Allocations Committee
Wednesday, July 27, 2022
9:30 – 11:00 a.m.
Microsoft Teams Meeting
Meeting Minutes

Committee Members Present:	
Nyonbeor Boley	Doug Peterson
Annalise Jackson	Sue Purchase
Florence Kulubya-Nabeta	Tyrie Stanley (co-chair)
Larry McPherson (co-chair)	
Committee Members Absent:	
Mary McCarthy	
Guests:	
Shea Amaro (DHS)	Sokun Derosier (DHS)
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Jonathan Hanft	Thomas Blissett
MDH (Prevention) Representative:	MCHACP Staff:
McKinzie Woelfel	Carissa Weisdorf, Coordinator
	Bryan Bick, Administrative Specialist (minutes)

Quorum? Yes

- I. **Welcome and introductions:** Larry McPherson called the meeting to order at 9:33 a.m. Introductions were made.

- II. **Review and approval of June 22 minutes and proposed agenda**
 - The June 22 minutes were reviewed and approved as printed.
 - The proposed agenda was reviewed and approved as printed.

- III. **Carryover proposal:** The ***FY2021 Part A & MAI Carryover Proposal*** was displayed and presented by Jonathan Hanft.
 - Jonathan was asked to explain the difference between formula funds and supplemental funds.
 - Jonathan displayed ***Part A Grant Award: 2022 vs 2021*** and explained that the Part A award contains three components.
 - The formula award is based on a Health Resources and Services Administration HIV/AIDS Bureau (HRSA/HAB) formula that looks at prevalence of HIV cases in the 13-county transitional grant area (TGA). In 2021 the formula amount was \$3,683,282.
 - Supplemental funding is the competitive part of the award. Hennepin County makes a case for severe need for resources to fill gaps for persons living with HIV/AIDS (PLWHA) in the TGA. In 2021 the supplemental award was \$1,785,678.
 - The Minority AIDS Initiative (MAI) grant in 2021 was \$375,820.

- Jonathan explained that supplemental funds cannot be carried over, but formula and Minority AIDS Initiative (MAI) funds can be.
- He stated that there are penalties for underspending.
 - If Part A spends less than 95% of the formula award, the award can be reduced in the next grant cycle.
 - Additionally, if the Part A recipient spends less than 95% of the formula award, it will lose eligibility to request supplemental funds.
- **MOTION:** Tyrie Stanley moved to accept the ***FY2021 Part A & MAI Carryover Proposal*** as presented to the committee. The motion was seconded.
- **DEBATE:** Larry McPherson called for debate. There was none.
- **VOTE:** Larry McPherson called for a roll call vote. The motion was approved with a vote of five ayes and zero nos.

First Name	Last Name	Conflict of Interest	Vote
Nyonbeor	Boley	No	Not present for vote
Annalise	Jackson	No	Aye
Florence	Kulubya-Nabeta	No	Aye
Doug	Peterson	No	Aye
Sue	Purchase	No	Aye
Tyrie	Stanley	No	Aye

IV. Community Voices Committee meeting

- Carissa Weisdorf reviewed the Planning and Allocations Committee’s (PAC) plan to get feedback on the Fiscal Year 2023 Part A and Part B allocations proposal from the Community Voices Committee (CVC).
 - Carissa explained that CVC provided input on its priorities for service areas at its May meeting.
 - The AIDS Drug Assistance Program (ADAP) was their #1 core medical service. Medical case management, mental health, and oral health care tied for #2.
 - CVC’s priorities for support service were housing (#1), medical transportation (#2), and emergency financial assistance (#3).
 - CVC’s priorities closely matched those of the council.
- Carissa reported that the co-chairs of CVC had concerns about the quality of feedback on the allocations proposal that might come from their committee.
 - People tend to drop into the meetings and there are few people outside of council members who participate consistently.
 - There is a lot of data that goes into allocations decisions, so people who attend sporadically might not have the necessary information to make data-informed decisions.

- The CVC co-chairs decided to discuss issues that carried over from their May meeting rather than gain feedback on the allocations proposal.
- A committee member suggested a different method for getting feedback from the Community Voices Committee (CVC) for the next resource allocation cycle.
 - They stated that many of the people who attend CVC use Ryan White funded services, and they could be asked which services they use that would benefit from greater funding.
 - Council staff agreed and added that CVC can be more intentional about gathering feedback on service allocations on an ongoing basis.

V. Fiscal year 2023 Part A and Part B allocations proposal: Jonathan Hanft presented the ***Part A and Part B Council Allocations Proposal***.

- Jonathan reviewed the changes in the FY 2023 proposal compared to FY 2022.
 - AIDS Drug Assistance Program (ADAP) contains a proposed increase of \$36,753. This reflects a slight increase in the Part B grant award that goes to the Department of Human Services (DHS).
 - Medical case management (MCM) has a proposed increase of \$14,800. That comes from Part A Minority AIDS Initiative (MAI) funds.
 - There is a proposed decrease of \$14,800 in outpatient ambulatory health services (OAHS), which also comes from Part A MAI funds. Due to some underspending in OAHS and an increased need for MCM for African-born individuals, the proposal is to shift the \$14,800 from OAHS to MCM.
 - Jonathan pointed out a mistake in the proposal table. There will be no change in the amount allocated to housing services because the council already allocated \$183,900 of the FY 2022 post-award increase to housing. The new amount of \$449,200 will be sustained for FY 2023.
 - The Part B proposal for emergency financial assistance (EFA) includes an increase of \$23,087 for FY 2023. Jonathan explained that rebate funds are also allocated to EFA.
 - The proposed Part B increase in food voucher allocation is \$100,000. Rebate funds are also allocated to food vouchers.
 - There is a proposed decrease of \$1,865 in outreach services. This is specifically ADAP outreach that is funded by the Part B MAI grant, which was decreased for FY 2023.
 - The proposal contains a \$1 increase in administration for the Part A grant.
 - Jonathan explained that the table that will be given to the council in its August allocations meetings will include the proposed changes in both dollar amounts and percentages.
- A committee member observed that there were not many changes from the previous resource allocation cycle. Jonathan agreed and added that we assume the grant awards will be the same in 2023 as in 2022. In 2022 there was an almost 5% increase in the award.
- **MOTION:** Tyrie Stanley moved to accept the proposal for FY 2023 with the corrections outlined by Jonathan during the discussion. The motion was seconded.
- **DEBATE:** Larry McPherson called for debate. There was none.

- **VOTE:** Larry McPherson called for a roll call vote. The motion was approved with a vote of five ayes and zero nos.

First Name	Last Name	Conflict of Interest	Vote
Nyonbeor	Boley	No	Not present for vote
Annalise	Jackson	No	Aye
Florence	Kulubya-Nabeta	No	Aye
Doug	Peterson	No	Aye
Sue	Purchase	No	Aye
Tyrie	Stanley	No	Aye

VI. Unfinished Business / New Business

- No unfinished business was discussed.
- No new business was discussed.

VII. Set agenda for next meeting: Carissa Weisdorf displayed the ***FY 2022 PAC Workplan.***

- Carissa shared that there is a light agenda for August and September and asked if the committee would like to combine the meetings into one month and cancel the other.
 - Members of the committee agreed with canceling the August meeting.
- **MOTION:** Sue Purchase moved to move the next Planning and Allocations Committee meeting to September. The motion was seconded.
- **DEBATE:** Larry McPherson called for debate. There was none.
- **VOTE:** Larry McPherson called for a voice vote. The motion was approved unanimously.

VIII. Announcements

- Tyrie Stanley announced that there will be a lot of information to process at the allocations meetings in August. He encouraged committee members to review the documents in advance and come prepared. Larry McPherson agreed and shared that the veteran members of the council are available to help navigate the process.
- Thomas Blissett congratulated Carissa Weisdorf on her new position within the Hennepin County Ryan White team.

IX. Adjourn: Larry McPherson adjourned the meeting at 10:21 a.m.

Meeting Summary

- The Planning and Allocations Committee (PAC) voted to accept the FY 2021 Part A and MAI Carryover Proposal as presented by Part A recipient staff.
- PAC voted to accept the FY 2023 Part A and Part B allocations proposal as presented by Part A recipient staff with corrections.
- PAC voted to cancel the August meeting and meet next in September.

Documents distributed before the meeting:

- Proposed agenda for July 26 meeting
- Minutes from June 22 meeting
- FY 2022 PAC Workplan

Additional Documents displayed during the meeting:

- FY2021 Part A & MAI Carryover Proposal
- Part A Grant Award: 2022 vs 2021
- Part A and Part B Council Allocations Proposal

BB/cw