

Planning and Allocations Committee
Wednesday, January 24, 2024
9:30 – 11:30 a.m.
Microsoft Teams Meeting
Meeting Minutes

Committee Members Present:	
Megan Higdon	Mary McCarthy
Kevin Sitter (co-chair)	Ellen Ryan
Florence Kulubya-Nabeta	
Committee Members Absent:	
Annalise Jackson	Tyrie Stanley (co-chair)
Hennepin County (Part A) Representative:	
Carissa Weisdorf	DHS (Part B) Representative:
	Thomas Blissett
	Amy Miller
MDH (Prevention) Representative:	
McKinzie Woelfel	MCHACP Staff:
	Audra Gaikowski, Council Coordinator
	Jeremy Stadelman, Admin Specialist

Quorum? Yes

I. Welcome and introductions: Kevin Sitter called the meeting to order at 9:32 a.m. Introductions were made.

II. Review and approval of October 25 minutes and proposed agenda

- The minutes were reviewed and approved as printed.
- The proposed agenda was reviewed and approved with one change noted below:
 - The housing directive update was moved to be the first item of business.

III. Housing directive update

Carissa Weisdorf, Hennepin County Public Health

- Carissa shared the **Part A Housing Directive Update.**
 - To date, the provider has served 9 individuals with this funding through rental assistance and short-term housing facilitation.
 - Questions:
 - Mary wondered how the provider is guaranteeing payor of last resort, as is required by the Ryan White legislation.
 - Carissa replied that providers, through housing navigation, are required to look at all providers of payment.
 - \$183,900 will be provided by Part A for the provider to continue its work in FY2024.

IV. Service standard review- home & community-based health services

Carissa Weisdorf, Hennepin County Public Health

- Carissa reviewed the process for updating standards and shared the **standards checklist**.
- Carissa reviewed the **Revised Home and Community-based Health Service Standards** and highlighted the changes made to the standards.
 - Questions:
 - Mary inquired about waived services that may need additional supports. She noted that the assessment for waived services involves a different process and wondered how this it considered in the standards.
 - Carissa noted that there is a specific standard for waived services. Clients that are on MA (medical assistance) can get waived services. In that case, the state government pays for these services and not Ryan White. The current provider of this service is providing services while clients wait for waived services to be paid for.
 - Mary noted that this service is not readily available in Greater MN. As populations age, the need will only increase. Consider small allocations for this in the future.
 - Thomas replied that Part B will want to collect some data and determine the need.
- **MOTION:** Mary McCarthy moved that the Home and Community-based Health Service Standards be approved as revised. Florence Kulubya-Nabeta seconded.
- **DEBATE:**
 - Mary suggested that if there is a way for recipients to reduce the administrative burden around documentation for waived services (MN Choices) that would be helpful to providers. Are multiple assessments necessary? Is there a duplication of efforts going on here?
 - Carissa noted that the ADL Assessment was discussed with the provider and there were no issues identified with capacity in conducting these assessments.
- **VOTE:** with 3 ayes and 0 noes, the motion carries.

V. Annual review of service standards

Carissa Weisdorf, Hennepin County Public Health

- Carissa presented **Ryan White Service Standards: Annual Review of Standards FY 2023**.
 - **MOTION:** Mary McCarthy moved that the Annual Review of Standards for FY 2023 be accepted as presented. Ellen Ryan seconded.
 - **DEBATE:** none.
 - **VOTE:** with 3 ayes and 0 noes, the motion carries.
- Carissa presented **Ryan White Service Standards: 2024 Proposed Development Schedule**.
 - Extensive revisions are expected for:
 - Psychosocial support services

- Emergency financial assistance
- Health Insurance and Premium and Cost Sharing Assistance

VI. Co-chair succession planning

- Audra reviewed the **Committee Co-chair Position Description**.
- Tyrie has reached term limits for committee co-chair, but he can continue to serve until a successor is elected.
- Kevin is eligible to run again and is open to it, but he encourages others to consider it.

VII. Unfinished Business / New Business

- Kevin noted that the council bylaws will need to be changed to acknowledge PAC's role in the council budget development process.
- No new business was discussed.

VIII. Set agenda for next meeting

- Review Disparities and Elimination Committee's Psychosocial Support Services directive if it's approved by DEC.
- Audra reviewed the **FY2024 PAC Workplan**.

IX. Announcements

- None.

X. Adjourn: Kevin Sitter adjourned the meeting at 10:29 a.m.

Meeting Summary

- The committee approved a motion that the Home and Community-based Health Service Standards be accepted as revised.
- The committee approved a motion that the Annual Review of Standards for FY 2023 be accepted as presented.
- The committee received an update on the Part A Housing directive.

Documents distributed before the meeting:

- Proposed agenda for January 24 meeting
- Minutes from October 25 meeting
- Part A Housing Directive Update
- FY 2023 Ryan White Service Standard Review
- 2024 RW Standards Development Schedule
- Revised Home and Community-Based Health Service standards
- Planning and Allocations Co-chair Position Description

Additional Documents displayed during the meeting:

- Standards review checklist

JS/ag