

Planning and Allocations Committee
Wednesday, June 26, 2024
9:30 – 11:30 a.m.
Microsoft Teams Meeting
Meeting Minutes

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| Committee Members Present: | |
| Kevin Sitter (Co-Chair) | Tyrie Stanley |
| Florence Kulubya-Nabeta | JT Stewart (Co-Chair) |
| Committee Members Absent: | |
| Annalise Jackson (LOA) | Mary McCarthy |
| Megan Higdon (LOA) | Ellen Ryan |
| Hennepin County (Part A) Representative: | DHS (Part B) Representative: |
| Carissa Weisdorf | Thomas Blissett |
| Guests: | |
| DeCarlo Braddy, DHS | Amy Miller, DHS |
| Eriika Etshokin, Hennepin County | |
| MDH (Prevention) Representative: | MCHACP Staff: |
| McKinzie Woelfel | Audra Gaikowski, Council Coordinator |
| | Jeremy Stadelman, Admin Specialist (minutes) |

Quorum? Yes

- I. **Welcome and introductions:** Kevin Sitter called the meeting to order at 9:32.

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

- III. **FY23 final expenditures report**
Eriika Etshokin, Part A
 - Eriika presented the **Part A FY23 final expenditures report.**
 - Quarterly expenditure reports are provided to the Planning and Allocations Committee (PAC) on a quarterly basis to track spending on services.
 - There was underspending in the following service categories funded by Part A:
 - Treatment adherence
 - Part A and Minority AIDS Initiative (MAI) medical case management
 - Attributed to understaffing but there is a need for significant funds in this category.
 - Substance abuse outpatient
 - Staff turnover is a roadblock to spending full award amount. However, providers plan to spend funds in current fiscal year.
 - Psychosocial support

- The main concern with fully spending the award is that there is still some hesitation to gather in person due to covid and a preference to meet virtually.
 - Health education/risk reduction
 - There are fewer opportunities for meeting in person; providers are working to provide more opportunities virtually.
 - Legal services
 - Attributed to staff turnover.
 - Some Part B funded service areas may appear to be overspent; additional funding comes from other service areas that are underspent. The goal is to completely spend down the Part B grant.
 - There was underspending in the following service categories funded by Part B:
 - Food vouchers
 - Medical transportation

IV. **FY25 Part A/B allocations & council operating budget proposal**

Eriika Etshokin, Part A, Thomas Blissett, Part B, Audra Gaikowski, Council Coordinator

- Eriika presented the **FY25 Part A/B allocations proposal**.
 - FY23 expenditures are used to inform FY25 allocations because FY24 expenditures are not yet complete.
 - Flat funding is assumed with flat allocations year-over-year. Part A will make necessary adjustments once the final award is received.
 - Increase of 1.1% for ADAP.
 - Increase of 17.5% for outreach services.
 - Increase of 23.2% for referral for health care/support services.
 - Questions/comments:
 - Thomas noted that Part B does not come to the council when there is an increase in grant award, which is typically around \$100,000. This explains the increase in funding to some service areas.
 - Tyrie asked about the 3 tiers of eligibility for food vouchers. Those in tier 1 were informed they had up to an additional \$500 but were then told they could not use the funds because their expenses (like housing) are paid. Will this change?
 - Thomas noted that the \$500 is for emergency financial assistance (EFA). EFA standards are currently being updated. There are no plans to make structural changes to the food vouchers program at this time due to anticipated financial constraints in upcoming fiscal years. The planning council can make recommendations to increase the allocation of this service, however.
- Audra presented the **council operating budget proposal for FY25**.
 - There is flexibility to move funds between categories since allocations are not reportable to HRSA.
 - Part A and Part B both contribute to the council.

- Office supplies, childcare reimbursement, and member lost wages may be categories that can be adjusted due to underspending at the mid-year point.

V. Unfinished Business / New Business

- Audra asked for a volunteer to attend the emergency financial aid service standard provider input meeting. Email Audra if you are able to attend this meeting on July 2, 10-11am.

VI. Set agenda for next meeting

- Part A Part B allocations proposal and vote
- Council operating budget and vote
- CVC feedback on service priorities for FY25-26
- Q1 MCHACP operating budget review
- Psychosocial support and emergency financial assistance service standards review

VII. Announcements

- The Minneapolis City Council will be voting on a resolution to recognize Twin Cities Pride and POC Pride on 8:15am on June 27 at the City Hall Rotunda.
- Reminder to attend the consumer input meetings for emergency financial assistance on July 1, 2-3pm and psychosocial support services on July 8, 2-3pm.

VIII. Adjourn: Kevin adjourned the meeting at 10:30am.

Meeting Summary:

- Reviewed FY23 final expenditures report.
- Reviewed FY25 Part A/B allocations & council operating budget proposals.

Documents distributed before the meeting:

- 2024.06.26 proposed agenda
- 2024.05.22 minutes
- Part A FY23 final expenditures report
- FY25 Part A/B allocations proposal

Additional Documents displayed during the meeting:

- Council operating budget proposal for FY25
- Council budget FY24-25

JS/ag