



Allocations Sub-committee Meeting Minutes

February 18, 2014

Members in attendance: *Dr. Victor Martinez, Jessica Pierce and Christopher Shaw.*

Staff in attendance (City of Austin HHSD): Kimberly Williams, Brenda Mendiola

Community members in attendance: Paul Scott

Meeting called to order at: 6:10 p.m.

Community Announcements and Citizen Communication: None.

The minutes from the November 15, 2013 were reviewed and approved with the following corrections:

- Corrected name of restaurant to read "Clay Pit"

Expenditure Report:

Brenda Mendiola presented the Monthly Expenditure Variance Report reflecting expenditure variances as of 12/31/13.

- Discussed the utility of the report format for Planning Council needs. It was noted that the explanation section summarizes individual provider reports into a service level report.
- Discussed specific service categories that show a variance of more than 10%: Medical Case Management; Health Insurance Premium; Mental Health; Oral Health; and Transportation
- Discussed the concern that specific agencies report a waiting list when the expenditure report indicates that the category is underspent resulting in a decision by the Planning Council to reallocate funds from a specific service. Ms. Mendiola explained the process used to reduce funds for a service category when that service has multiple providers.
- The Chair asked about the status of rapid reallocations. Ms. Mendiola indicated several rapid reallocations are in process but that the only one completed in December was for psychosocial. The Chair noted that the Planning Council should be notified once completed and that the psychosocial rapid reallocation was not reported last month.
- Discussed the implications of monitoring units of service instead of simply expended dollars. Ms. Mendiola explained the reason behind requiring performance measures as a contract requirement to ensure that Ryan White funds are effectively used. Paul Scott provided an example for performance measures not always being a good measure of outcome.

Action Items for Next Meeting:

- The Allocations Committee will begin working on allocation for next year sooner so that the process is not rushed at the end.

Hearing no objection the meeting was adjourned at 6:55 p.m.