



## Allocations Sub-Committee

### Meeting Minutes

*May 20, 2014*

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

**Members in absentia:** *Seth Shulman (E)*

**Staff in attendance (City of Austin HHSD):** Kimberly Williams, Brenda Mendiola, and Ashton Gray

**Community members in attendance:** Brandon Wollerson, Susan Campion, Bill Garza, and Britt Hayse *(via teleconference)*

**Meeting called to order at:** 6:06 p.m.

**Community Announcements and Citizen Communication:** None.

Previous meeting minutes from the April 15, 2014 committee meeting were reviewed and approved as submitted.

#### **Administrative Agent Expenditure Report:**

- The committee reviewed and discussed current Ryan White Part A Services Expenditure Report submitted by the Administrative Agency.

#### **Allocation Plan for FY 2013 Carryover Funds:**

- It was reported to the committee that approximately \$96,000 would be available in FY 2013 Carryover Funds. The request was reportedly sent to HRSA for approval and would be presented at June Business meeting of the HIV Planning Council.

#### **Survey Questions for 2014 Administrative Mechanism Assessment:**

- The committee finalized survey questions to be included in the administrative mechanism assessment tool. Staff agreed to incorporate edited changes and share final version with committee before sending via SurveyMonkey to funded Ryan White Part A Providers.

**(SEE BACK)**

**Plans for FY 15 Ryan White Part A Allocations:**

- The committee made a decision to begin preparing for FY 15 allocations model. They discussed various data elements and information needed to develop the model for presentation to the full Planning Council.

**Action Items:**

- Jessica Pierce, Part B Planner will provide information from her agency regarding unit cost/reimbursements.
- Provider Presentations will take place at each business meeting beginning in June through August before the final allocations vote of 2015. Provider Presentations will focus on impact and outcome, detailing how many people are being affected by a demographic matrix. Committee's primary interest is presentation being based on valid data and client success stories.

Hearing no objection the meeting was adjourned at 7:12 p.m.