



**RCA
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 7
AGENDA DATE: Thu 04/22/2004
PAGE: 1 of 5**

SUBJECT: Approve renewal and amendment of 12-month contracts under the Ryan White Title I HIV Emergency Relief Grant for the delivery of HIV-related services with: AIDS SERVICES OF AUSTIN, INC., Austin, TX in an amount not to exceed \$691,061 with one 12-month extension option in an amount not to exceed \$691,061 per extension, for a total contract amount not to exceed \$2,057,425; AUSTIN LATINO/A LESBIAN AND GAY ORGANIZATION (ALLGO), Austin, TX, in an amount not to exceed \$164,471 with one 12-month extension option in an amount not to exceed \$164,471 per extension, for a total contract amount not to exceed \$467,934; AUSTIN-TRAVIS COUNTY MENTAL HEALTH MENTAL RETARDATION CENTER C.A.R.E. PROGRAM, Austin, TX in an amount not to exceed \$255,301 with one 12-month extension option in an amount not to exceed \$255,301 per extension, for a total contract amount not to exceed \$908,230; INTERFAITH CARE ALLIANCE, Austin, TX, in an amount not to exceed \$148,164 with one 12-month extension option in an amount not to exceed \$148,164 per extension, for a total contract amount not to exceed \$441,753; PROJECT TRANSITIONS, INC., Austin TX in an amount not to exceed \$117,848 with one 12-month extension option in a amount not to exceed \$117,848 per extension, for a total contract amount not to exceed \$362,299; and THE WRIGHT HOUSE WELLNESS CENTER, INC., Austin, TX in an amount not to exceed \$377,173 with one 12-month extension option in an amount not to exceed \$377,173 per extension, for a total contract amount not to exceed \$1,084,987.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$1,754,018 is available in the Fiscal Year 2003-2004 Approved Operating Budget of the Health and Human Services Department (HHSD) Special Revenue Fund, Ryan White Title I HIV Emergency Relief Grant. Grant period and contract performance period is March 1, 2004 through February 28, 2005.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Health and Human
DEPARTMENT: Services

**DIRECTOR'S
AUTHORIZATION:** David Lurie

FOR MORE INFORMATION CONTACT: Vince Cobalis, Asst. Director for Human Services, 972-5011; Mark Pepler, Manager, HIV Resources Administration, 972-5081; Linda Terry, Agenda Coordinator, 972-5023

PRIOR COUNCIL ACTION: Approved execution of Ryan White Title I contracts on May 22, 2003, Item #14. Approved execution of Title I contract amendment on October 9, 2003, Item #6.

BOARD AND COMMISSION ACTION: Austin Area Comprehensive HIV Planning Council initially approved allocation of funds for the purchase of these services on September 9, 2003, and reaffirmed their allocation plan on March 9, 2004, following receipt of the Notice of Grant Award.

PURCHASING: N/A

MBE / WBE: N/A

Background

RCA Serial#: 4987 Date: 04/22/04 Original: Yes
Disposition:

Published:
Adjusted version published:



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The City of Austin Health and Human Services Department (HHSD) received notice of grant award on March 4, 2004, in the amount of \$3,800,520 from the U.S. Department of Health and Human Services (DHHS) for the Ryan White Title I HIV Emergency Relief grant program for the period of March 1, 2004 through February 28, 2005. Although the grant amount was reduced from the previous year by \$195,392, the Austin Area Comprehensive Planning Council reviewed and confirmed its funding allocation plan on March 9, 2004.

On May 22, 2003, City Council authorized execution of 10-month contracts with the six agencies named in the Subject section above. Each contract allowed for two (2) additional 12-month renewal option periods. However, the renewal options were not cited in the Request for Council Action (RCA) of May 22, 2003, Agenda Item No. 14. This RCA requests authorization to amend existing contracts for the first 12-month extension period and approve one additional 12-month extension option.

Fiscal Year 2004 is the tenth year of an ongoing grant that provides for HIV-related services in the Austin Eligible Metropolitan Area (EMA), which includes Travis, Bastrop, Caldwell, Hays, and Williamson Counties. The Ryan White CARE Act Title I HIV Emergency Relief Grant provides direct financial assistance to EMAs that have been most severely affected by the HIV epidemic. Grant funds are used to deliver HIV outpatient medical care and health-related support services for individuals infected with HIV disease and their families. The program goal is to improve access to a comprehensive continuum of high-quality, community-based HIV services. The listed performance measures reflect the award amount.

In addition to the amounts noted in the Subject section above, the Communicable Disease Program, Health and Human Services Department, will receive funding in an amount not to exceed \$107,017 and the David Powell Clinic, Community Care Services Department, will receive funding in an amount not to exceed \$1,473,001 for the 12-month grant and performance period, March 1, 2004 through February 28, 2005.

The distribution of funds for the grant period 2004-2005 is as follows:

Grant Subreceptants:

AIDS Services of Austin	\$691,061
ALLGO	\$164,471
Austin/Travis County MHMR	\$255,301
Interfaith Care Alliance	\$148,164
Project Transitions	\$117,848
The Wright House Wellness Center	\$377,173

Internal City Programs:

David Powell Clinic	\$1,473,001
Communicable Disease	\$ 107,017
HIV Resources Administration	
Administrative Agent	\$190,026
Quality Management	\$127,958
Planning Council Support	\$148,500



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Performance Measures

HHSD Departmental Goal:

- Preventing the spread of communicable disease and reducing the risk of health complications due to disease and unhealthy behaviors.
- Delivering quality, safety-net health services in partnership with the community.
-

Results:

- 80 % of HIV infected/affected clients surveyed who have received support services will report that they have improved or maintained quality of life.
-

Outputs:

Through AIDS Services of Austin:

- Approximately 521 unduplicated HIV+ clients will receive an estimated 1,601 units of oral health care. One unit of service =One dental procedure includes screening, diagnostic, hygienic and therapeutic services required per client.
- Approximately 143 unduplicated HIV+ clients will receive an estimated 117,378 units of health insurance. One unit of service =One health insurance continuation dollar issued + .10 transaction fee.
- Approximately 25 unduplicated HIV+ clients will receive an estimated 2,509 units of home health care. One unit of service =One hour of nurse aide service delivered per client.
- Approximately 320 unduplicated HIV+ clients will receive an estimated 1,978 units of nutritional counseling. One unit of service =15 minutes of counseling provided by a licensed dietician or nutritionist.
- Approximately 252 unduplicated HIV+ clients will receive an estimated 15,656 units of case management. One unit of service =15 minutes contact with a client either face to face or over a telephone
- Approximately 93 unduplicated HIV+ clients will receive an estimated 19,045 units of emergency financial assistance. One unit of service =One emergency financial assistance dollar issued + .10 transaction fee.
- Approximately 296 unduplicated HIV+ clients will receive an estimated 4,819 units of food bank. One unit of service =One 25-lb food allotment plus 2 six packs of supplements.

Through ALLGO, Inc.:

- Approximately 238 unduplicated HIV+ clients will receive an estimated 1,594 units of health education/risk reduction services. One unit of service =One 15 minute group or individual education session.



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- Approximately 70 unduplicated HIV+ clients will receive an estimated 7,000 units of case management. One unit of service =15 minutes contact with a client either face to face or over a telephone
- Approximately 45 unduplicated HIV+ clients will receive an estimated 1,625 units of outreach services. One unit of service =One 15 minute contact with one targeted person.
- Approximately 40 unduplicated HIV+ clients will receive an estimated 1,200 units of emergency financial assistance. One unit of service =One dollar of medication cost or one-way transportation trip.

Through Austin-Travis County MHMR C.A.R.E.:

- Approximately 258 unduplicated HIV+ clients will receive an estimated 16,834 units of outpatient substance abuse services. One unit of service = One 24 hour period of detoxification or One 24 hour period of residential treatment or one methadone treatment or one 15 minute outpatient treatment services
- Approximately 60 unduplicated HIV+ clients will receive an estimated 600 units of outpatient mental health services. One unit of service =One 15 minute individual or couple mental health therapy session.

Through Interfaith Care Alliance:

- Approximately 74 unduplicated HIV+ clients will receive an estimated 9,980 units of buddy/companion support services. One unit of service =One hour of support services.
- Approximately 558 unduplicated HIV+ clients will receive an estimated 64,812 units of transportation. One unit of service =One-way ride via bus, taxi, special transportation services or private auto.

Through Project Transitions, Inc.:

- Approximately 16 unduplicated HIV+ clients will receive an estimated 487 units of hospice care. One unit of service =One 24-hour of Care

Through The Wright House Wellness Center:

- Approximately 29 unduplicated HIV+ clients will receive an estimated 674 units of outpatient mental health services. One unit of service =One 50 minute individual or couple mental therapy session.
- Approximately 145 unduplicated HIV+ clients will receive an estimated 2,060 units of food bank. One unit of service =One 25-lb pounds of food allotment plus 2 six packs of supplements.
- Approximately 114 unduplicated substance abusing HIV+ clients will receive an estimated 1,281 units of client advocacy. One unit of service =One 15 minute contact with one person.
- Approximately 210 unduplicated HIV+ clients will receive an estimated 1,645 units of complementary therapies. One unit of service =One treatment or session.
- Approximately 42 unduplicated HIV+ clients will receive an estimated 4,500 units of



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buddy/companion support services. One unit of service = One hour of support services.

- Approximately 518 unduplicated HIV+ clients will receive an estimated 24,563 units of outreach services. One unit of service = One 15 minute contact with one person
- Approximately 215 unduplicated HIV+ clients will receive an estimated 1,255 units of psychosocial support services. One unit of service = One 15 minute of group session.

Requested Council Action

Council is requested to approve renewal and amendment of 12-month contracts under the Ryan White Title I HIV Emergency Relief Grant for the delivery of HIV-related services with: AIDS SERVICES OF AUSTIN, INC., Austin, TX in an amount not to exceed \$691,061 with one 12-month extension option in an amount not to exceed \$691,061 per extension, for a total contract amount not to exceed \$2,057,425; AUSTIN LATINO/A LESBIAN AND GAY ORGANIZATION (ALLGO), Austin, TX, in an amount not to exceed \$164,471 with one 12-month extension option in an amount not to exceed \$164,471 per extension, for a total contract amount not to exceed \$467,934; AUSTIN-TRAVIS COUNTY MENTAL HEALTH MENTAL RETARDATION CENTER C.A.R.E. PROGRAM, Austin, TX in an amount not to exceed \$255,301 with one 12-month extension option in an amount not to exceed \$255,301 per extension, for a total contract amount not to exceed \$908,230; INTERFAITH CARE ALLIANCE, Austin, TX, in an amount not to exceed \$148,164 with one 12-month extension option in an amount not to exceed \$148,164 per extension, for a total contract amount not to exceed \$441,753; PROJECT TRANSITIONS, INC., Austin TX in an amount not to exceed \$117,848 with one 12-month extension option in a amount not to exceed \$117,848 per extension, for a total contract amount not to exceed \$362,299; and THE WRIGHT HOUSE WELLNESS CENTER, INC., Austin, TX in an amount not to exceed \$377,173 with one 12-month extension option in an amount not to exceed \$377,173 per extension, for a total contract amount not to exceed \$1,084,987.

Members Present: Kirk Allen Rice (Chair), Jeff Daniel (Vice-Chair), AJ Sweat (Secretary), Josh Allen, Dale Atkinson, Roland Chavez, Joanne English-Long, Emory Etheridge, Pat Garrett, Delfred Hastings, Blair Hodgkins, Shannon Jones, Debra Keith-Thompson, Otis Larry, Sylvia Lopez, Lee Manford, Gary Maitre, Dennis Nelson, Samuel Price, Ratonia Runnels, Andrea Sloan, Omar Villarreal, Roger Welborn

Members Absent: Sebastian Castillo, Angela Horace, Gary Lane, Ivry Newsome (leave of absence)

Others Present: Administrative Agent: Mark Pepler
Planning Council Staff: Kurt Becker, Ann Marie Schwartz
Danny Cedillo

Kirk Rice, Chair, called the Planning Council meeting to order at 6:05 p.m.

Topic I: APPROVAL OF MINUTES FROM JULY 8, 2003

Action: The August 12, 2003 minutes were approved. For a copy of the minutes, please contact staff at 512-974-2615.

Topic II: INTRODUCTIONS

Discussion: Kirk Rice, Chair, asked Planning Council members and guests to introduce themselves by stating their name, council membership status, and the committee they serve on, if applicable.

Topic III: COMMUNITY ANNOUNCEMENTS

Discussion: Dale Atkinson announced that the AIDS Walk will be October 19th. Visit www.aidswalkaustin.com for more information.

Kirk Rice announced that the Communities Connected Conference will be held September 10-11 at the Doubletree Hotel.

TOPIC IV: COMMUNITY INPUT (PERTAINING TO AGENDA)

None given

TOPIC V: OFFICE OF THE MAYOR REPORT

None given

TOPIC VI: ELECTION OF OFFICERS

Action: Planning Council members voted by secret ballot. The election results are as follows:
Chair: Kirk Rice; Vice-Chair: Roger Welborn; Secretary: AJ Sweat

TOPIC VII: APPROVAL OF FY 2004-05 TITLE I GRANT REQUEST ALLOCATION AND HOPWA ALLOCATION REQUEST

Action: Roger Welborn brought forth the motion, as seen on Attachment A.

Discussion: Discussion ensued regarding the allocations model.

- Action:** Andrea Sloan called the question. Passed unanimously .
- Discussion:** Discussion ensued regarding the allocations model.
- Amendment:** AJ Sweat moved to increase Component 2 to from 13% to 16%. Sylvia Lopez seconded. Amendment passed by voice vote.
- Amendment:** Jeff Daniel moved to allocate 10% to the ADAP Program, in the amount of \$399,000. Andrea Sloan seconded. Amendment passed by voice vote.
- Action:** Dennis Nelson called the question. Passed unanimously.
- Action:** Blair Hodgkins moved to accept the allocations model with amendments, as seen in Attachment B. Sylvia Lopez seconded. Motion passed by voice vote. Please see Attachment B for allocations model and amounts per service category.
- Action:** Planning Council members approved the allocations model line item by line item. Please see Attachment C for individual abstentions.

Topic VIII: CHAIR'S REPORT

All items under Chair's Report tabled until next meeting

- A. TITLE I GRANT APPLICATION PROCESS
- B. TITLE II PLANNING COUNCIL
- C. COMMUNITY/PROVIDER FORUM
- D. DATA NEEDS FROM ADMINISTRATIVE AGENCY
- E. SURVEILLANCE/OUT OF CARE WORK GROUP

TOPIC IX: COMMITTEE REPORTS AND RECOMMENDATIONS

Items IX-A through IX-F tabled until next meeting

- A. ALLOCATION AND EVALUATION
- B. CARE STRATEGY
- C. COMMUNITY ACCESS
- D. MEMBERSHIP
- E. NEEDS ASSESSMENT AND PRIORITY SETTING
- F. CRITICAL ISSUES AD HOC
- G. ADAP AD HOC

- Action:** Roger Welborn moved to dissolve the ADAP Committee. AJ Sweat seconded. Motion passed by voice vote.

Topic X: SUPPORT OFFICE REPORT

Tabled until next meeting

TOPIC XI: ADMINISTRATIVE AGENT REPORT

Tabled until next meeting

Topic XII: NEXT AGENDA

- Discussion:** The next Planning Council meeting is Wednesday, September 24, 2003. Please send agenda items to chairs or staff.

Topic XIII: ADJOURNMENT

Action: Hearing no objection, Kirk Rice adjourned the meeting at 8:40 P.M.

Members Present: Dale Atkinson, Joe Barnes, Charles Bowman, Sebastian Castillo, Joanne English-Long, Pat Garrett, Blair Hodgkins, Shannon Jones, Gary Lane, Sylvia Lopez, Lee Manford, Samuel Price, Chris Rodriguez, Ratonia Runnels, Andrea Sloan, AJ Sweat, Omar Villarreal, Janice Washington, Roger Welborn, Richard Yates

Members Absent: Roland Chavez, Delfred Hastings, Dennis Nelson, Heath Riddles

Others Present: Glenn Selfe, Kim Freeman, Michael Taylor

Members on LOA: Debra Keith-Thompson

Quorum Established: 6:08 p.m.

Call to Order: Roger Wellborne, Chair, called the Planning Council meeting to order at 6:10 p.m. The Chair announced he would be taking agenda items out of order to ensure items requiring a vote could be taken up.

Topic I: APPROVAL OF MINUTES FROM February 10th, 2004

Action: No action taken.

Topic II: INTRODUCTIONS

Discussion: Roger Wellborn, Chair, asked Planning Council members and guests to introduce themselves by stating their name, council membership status, and the committee they serve on, if applicable.

Topic III: COMMUNITY ANNOUNCEMENTS

Discussion: Joe Barnes announced that an Educational Series - A seminar featuring Dr. Gregory Anstead, from San Antonio discussing "HISTORY OF HIV AND HOW ANTI-RETROVIRAL DRUGS WORK" would be taking place on FRIDAY MARCH 19, 2004, 11AM TO 2PM at The Wright House Wellness Center

Dale Atkinson reminded the Council that the Hill Country Ride for AIDS will take place on April 24th and 25th. He asked for interested parties to contact him for more information.

TOPIC IV: COMMUNITY INPUT (PERTAINING TO AGENDA)
None given

TOPIC V: NOMINATION AND ELECTION OF VICE-CHAIR

Discussion: The Chair announced the nomination of Andrea Sloan to office of Vice-Chair of the Planning Council. Ms. Sloan accepted the nomination.

Action: The Council voted unanimously to elect Ms. Sloan via voice vote.

Topic VI: CHAIR'S REPORT

A. HOPWA PLAN

Discussion: See topic L under Chair's Report

B. REVIEW OF GUIDANCE FOR OUT OF CARE PROGRAMS

Discussion: No report.

C. CARRY OVER DOLLARS FOR NEEDS ASSESSMENT

Discussion: No report.

D. REVIEW OF OTHER EMA'S PRIORITY SETTING/ALLOCATION PROCESSES

Discussion: The Chair announced that CSC, NA/PS and Access Committees will be meeting to review the priority setting process on a date to

be announced. He encouraged all members to participate.

E. DATA NEEDS

Discussion: No Report

F. STAFFING NEEDS

Discussion: The Chair asked committee chairs to go to their respective committees to discuss what their staffing needs were and provide feedback to him in a timely manner.

G. TITLE II PLANNING BODY

Discussion: Blair Hodgkins updated the Council on the Title II Allocations (attachment 2). Mark Pepler, manager for the Administrative Agent, informed the Council that Primary Medical Care is likely to receive an additional \$130,000.00 for the Austin HSDA.

H. DECLINE IN KEY MEMBERSHIP POSITIONS

Discussion: The Chair reviewed key positions on the Council that were currently vacant. He announced that he will serve as the interim Chair of the A/E Committee until someone can be found to fill that position.

I. APPOINTMENT OF MAYOR'S REPRESENTATIVE

Discussion: The Chair reminded the Council that Mr. Judd Chism is the new Mayor's representative to Council

J. MOU DRAFTED BY THE CRITICAL ISSUES AD HOC (BLAIR HODGKINS)

Discussion: MOU (Memorandum of Understanding) was distributed. The Chair announced that the document which outlined the roles and responsibilities between the City and Council was a work in progress, and to direct any comments to Council Member Blair Hodgkins or Kurt Becker, Program Coordinator. (attachment #3)

K. STATEWIDE COORDINATED STATEMENT OF NEED (BLAIR HODGKINS)

Discussion: Mr. Hodgkins provided an overview of the current status of the Statewide Coordinated Statement of Need (SCSN). (attachment #4)

L. HUD/HOUSING PUBLIC FORUM

Discussion: Kim Freeman presented to the Planning Council an overview of the process for the HOPWA/HUD five year plan and announced the public forum to be hosted by the HIV Planning Council on March 16, 2004 at 7:00 p.m. at Rosewood Zaragoza.

TOPIC VII: CONSUMER TRAINING CONFERENCE

The Chair and Dale Atkinson provided a brief overview of the consumer training they attended in North Carolina sponsored by IIRSA. The Chair announced that he would have more to follow up on in future meetings.

TOPIC VIII: GRANT AWARD

Discussion: The Chair distributed the grant award notice and allocation plan for FY 2004 (attachment 1). Discussion ensued regarding whether to alter the current allocation plan. The Coordinator reminded the members wishing to speak to disclose their conflict of interest prior to making statements.

Action: Motion by A.J. Sweat, seconded by Omar Villarreal:

To revisit allocation formula for FY 2004.

Discussion: Discussion ensued regarding the process needed for reconsideration.

Action: Amendment to motion:

Andrea Sloan offered to amend the previous motion to reconsider specifically the growth rate applied to the FY 2004 model.

Action: A.J. Sweat accepted Ms. Sloan's amendment.

Discussion: Discussion ensued regarding the growth rate. The Coordinator reminded the Council that individuals with a conflict of interest needed to abstain from the vote affecting allocation determinations.

Action: Shannon Jones Called to Question (to end debate)

The motion to end debate passed via voice vote.

Action: Motion failed six votes to four. All other voting members with a conflict of interest abstained.

Voting against the motion were: Omar Villarreal, Richard Yates, Dale Atkinson, Sebastian Castillo, Gary Lane, Chris Rodriguez.

Voting in favor were: Joanne English-Long, Andrea Sloan, A.J. Sweat and Janice Washington.

TOPIC IX: COMMITTEE REPORTS AND RECOMMENDATIONS

A. ALLOCATION AND EVALUATION

Discussion: The Chair of the Council provided the report for the A/E committee due to the resignation of Gary Maitre. He reported that the A/E committee continues to examine the survey tool currently used to review the efficiency of the administrative mechanism. He reported that there may be an opportunity to gain additional support from the trainers from the Consumer Training Conference in developing and implementing our process.

*At this point the Council lost quorum and the meeting closed at 8:05 p.m.

B. CARE STRATEGY

No report delivered due to lack of quorum of Council.

C. COMMUNITY ACCESS

No report delivered due to lack of quorum of Council.

D. MEMBERSHIP

Discussion: The following individuals were recommended to the Council for membership:

Action: Membership Committee brought forward the following recommendations:

Glenn Selfe to serve as a voting member to fill slot #12 (Title III representative)

Motion passed unanimously

Roshanda Tipton to serve as a voting member to fill slot #25 (Non-Elected Community Leader)

Motion passed unanimously

Daryl Lofdahl to serve as an alternate member

Motion passed unanimously

Michael Taylor to serve as a voting member to fill slot #17 (Affected Community)

Motion passed unanimously

John Ortega to serve as an alternate member

Motion passed with four members abstaining

Discussion: Membership Committee brought forward the following recommendations:

Action: Gary Lane to serve another term

Motion passed unanimously

Joanne English-Long to serve another term

Motion passed unanimously

Dale Atkinson to serve another term

Motion passed unanimously

Action: All recommendations passed by voice vote.

E. NEEDS ASSESSMENT AND PRIORITY SETTING

No report delivered due to lack of quorum of Council.

Topic VIII: SUPPORT OFFICE REPORT

Discussion: No report delivered due to lack of quorum of Council.

TOPIC IX: ADMINISTRATIVE AGENT REPORT

Discussion: No report delivered due to lack of quorum of Council.

Topic X: NEXT AGENDA

Discussion: No report delivered due to lack of quorum of Council.

Topic XI: **ADJOURNMENT**

Action: Quorum of Council was lost at 8:05 p.m.