

Versión en español a continuación.

**Special Called Finance/Allocations Committee Meeting of the
HIV Planning Council
WEDNESDAY, March 3, 2021**

**Special Called Finance/Allocations Committee Meeting to be held March 3, 2021
with Social Distancing Modifications**

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (03/02/2021 by noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the **March 3, 2021 HIV Planning Council Meeting**, members of the public must:

- Call or email the board liaison at **(512) 972-5806 and Jaseudia.Killion@austintexas.gov** no later than noon, (the day before the meeting). The information required is the speaker name, item number(s) they wish to speak on, whether they are for/against/neutral, and a telephone number or email address.
- Once a request to speak has been called in or emailed to the board liaison, residents will receive either an email or phone call providing the telephone number to call on the day of the scheduled meeting.
- Speakers must call in at least 15 minutes prior to meeting start in order to speak, late callers will not be accepted and will not be able to speak.
- Speakers will be placed in a queue until their time to speak.
- Handouts or other information may be emailed to **Jaseudia.Killion@austintexas.gov** by Noon the day before the scheduled meeting. This information will be provided to Board and Commission members in advance of the meeting.
- If this meeting is broadcast live, residents may watch the meeting here: <http://www.austintexas.gov/page/watch-atxn-live>

Special Called Reunión del **Finance/Allocations Meeting of the HIV Planning Council**

Wednesday, March 3 2021

FECHA de la reunion (March 3, 2021)

La junta se llevará con modificaciones de distanciamiento social

Se permitirán comentarios públicos por teléfono; no se permitirá ninguna entrada en persona. Todos los oradores deben registrarse con anticipación (**03/02/2021** antes del mediodía). Todos los comentarios públicos se producirán al comienzo de la reunión.

Para hablar de forma remota en la reunión, los miembros del público deben:

- Llame o envíe un correo electrónico al enlace de la junta en **(512) 972-5806 and Jaseudia.Killion@austintexas.gov** a más tardar al mediodía (el día antes de la reunión). La información requerida es el nombre del orador, los números de artículo sobre los que desean hablar, si están a favor / en contra / neutrales, y un número de teléfono o dirección de correo electrónico.
- Una vez que se haya llamado o enviado por correo electrónico una solicitud para hablar al enlace de la junta, los residentes recibirán un correo electrónico o una llamada telefónica con el número de teléfono para llamar el día de la reunión programada.
- Los oradores deben llamar al menos 15 minutos antes del inicio de la reunión para poder hablar, no se aceptarán personas que llamen tarde y no podrán hablar.
- Los oradores se colocarán en una fila hasta que llegue el momento de hablar.
- Los folletos u otra información pueden enviarse por correo electrónico a **Jaseudia.Killion@austintexas**. antes del mediodía del día anterior a la reunión programada. Esta información se proporcionará a los miembros de la Junta y la Comisión antes de la reunión.
- Si esta reunión se transmite en vivo, los residentes pueden ver la reunión aquí: <http://www.austintexas.gov/page/watch-atxn-live>

**HIV PLANNING COUNCIL
FINANCIAL/ALLOCATIONS COMMITTEE
WEDNESDAY 03/03/2021
12:30 PM-2:30 PM
VIA VIDEOCONFERENCING**

FINANCIAL/ALLOCATIONS COMMITTEE MEMBERS:

Committee Chair-Barry Waller, Dennis Ringler, Mattyna Stephens, and A. Daniel Ramos

Members in Attendance: *Committee Chair-Barry Waller, Mattyna Stephens, and A. Daniel Ramos*

Members Absent: *Dennis Ringler*

Administrative Agent in Attendance: *Justin Ferrill, Anthony Kitzmiller*

Office of Support in Attendance: *Jaseudia Killion – Planner, Dylan Keese – AmeriCorps VISTA, Megan Myers – Intern, Katia Avalos - Intern*

Others in Attendance: *Chair LJ Smith*

Presenters: *Angela Allison*

AGENDA

CALL TO ORDER

Chair Barry Waller called the meeting to order at 12:34PM

CITIZEN COMMUNICATION

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

1. CERTIFICATION OF QUORUM

- a. Quorum was certified

2. INTRODUCTION/ANNOUNCEMENTS

- a. Jaseudia Killion introduced the HIVPC interns, Megan Myers and Katia Avalos

3. APPROVAL OF MINUTES 

- a. Minutes were approved with edits to the attendance list, moving Anthony Kitzmiller to AA in attendance rather than members present, unanimously

4. ADMINISTRATION AGENT REPORT

- a. Reallocation 
 - i. Justin Ferrill reported on the Administrative/Rapid reallocation report
 - 1. \$26,000 was moved from EIS to HIPCSA

2. There is a HRSA waiver that will waive the requirement for being within 5% of grant award spending
 - a. The waiver applies to the previous fiscal year, FY20
 - b. Daniel Ramos: I would like to see that document regarding the waiver. Is there a limit of what percent the PC could adjust it requirement to?
 - c. Justin Ferrill: there was not a new threshold established in the communication.
 3. There is anticipation that the same issues will arise with EIS in this fiscal year due to the pandemic
 4. The state ADAP program is being reduced and the PC might want to account for that
 - ii. Barry Waller: Maybe we should add an “effective date” to the report going forward
 - iii. Anthony Kitzmiller: The effective date was February 21, 2021
 - iv. The reallocations for FY21 will be presented at the next Finance/Allocation committee
- b. Request regarding PSRA
- i. The AA would like to ask the PC to move up the PSRA process to allow for the AA to do the solicitation process
 1. The whole process will take 6-8 months from the draft of the RFA to the execution of the contracts
 2. PC approval adds a month and a half to the total timeline
 3. The PC is planning on ending the PSRA process in July, which could put the contract execution after the following fiscal year
 - ii. Jaseudia: the request must be made today to adjust the timeline as they are voting on it today.
 - iii. Barry Waller: Do you mean the end of May? Or when is ideal to be finished with the PSRA process
 - iv. Justin: Ideally the beginning of June – June 1st.
 - v. Barry: How would that affect contracting?
 - vi. Justin: That would ensure we could have executed contracts by March 2022.
 - vii. Anthony: The PC’s main process is the PSRA. If the AA doesn’t know the results of the PSRA until the end of July, we would be in jeopardy of breaking the policy of having contracts within the 45th day per HRSA
 - viii. Barry: If we agree to your request, we would need to have PSRA done by June 1. We would not have the Needs Assessment survey.
 - ix. Jaseudia: you would not have the survey but you would have peer navigation documents and town halls done.
 - x. Justin: You would have the system of care analysis by EGM consulting that could also inform you of consumer input.
 - xi. LJ smith: This is late in the process. Why didn’t this ask come 3-4 months ago since you knew about it?
 - xii. Justin: The pandemic, new staffing, COVID CARES acts, and other challenges resulted in us having a late start
 - xiii. LJ: moving forward without the complete information, we will end up in the same position we have been in. Rushing this process will set the community back.
 - xiv. Barry: The needs assessment survey is widely used in the PC during the PSRA process and helped inform many decisions during the process.

- xv. Justin: How much has what is received in the Needs Assessment survey changed the decisions in the PSRA process?
- xvi. LJ: The consumers are who inform the decision the most in the process because they use the services we fund or don't fund.
- xvii. Daniel: We need to better understand the solicitation process and timeline. The PSRA can make more informed decisions if they know about this. Are there alternative outcomes and options for what the PC can do? If we can move the process one month rather than two? What happens if we don't move the process at all? Making decisions without data and evidence could be seen as negligence. If the contracts aren't executed by the 45th day past the new fiscal year, what does that look like for the PC and the AA? Can the providers back-bill to avoid any consequence? What do the consequences look like? What is the AA doing about this, talking to the project officer or other people?
- xviii. Anthony: I say that we should table this for now, so we can work together to fix this. That could give us enough time to send you the requested information so we can all understand this better and then make a decision from there.
- xix. Barry: we all would like the contracts renegotiated we just want to ensure that the PSRA process gets done in full.
- xx. Anthony: when we do the RFAs in the future, we won't be pushed to the last minute to have one done. That is what has happened this year, but the next process will be easier.
- xxi. Jaseudia: What was the Needs Assessment like in the past?
- xxii. Barry: it was a 2-3 month process that involved physically going to locations to survey consumers

5. Priority Setting and Resource Allocations (PSRA) Process

- a. Vote to approve Fiscal Year 2022-23 PSRA Tool and Timeline 
 - i. Jaseudia presented the PSRA tool
 - 1. The process from data presentations to reallocation was reviewed.
 - ii. Jaseudia presented the PSRA timeline
 - 1. This timeline was created before the AA's request to move the process to earlier
 - 2. March – June are the data presentations regarding PLWHIV/AIDS in Austin TGA
 - 3. May – Finalize Data requests for the PSRA cycle
 - 4. June/July – priority setting data
 - 5. July – resource allocation data
 - 6. This will look different and need to be reworked if the PC moves the process
 - iii. Daniel: would we be able to include potential town halls in this once we get those finalized?
 - iv. The town halls will be added to the document for business to approve
 - v. If the PC wants to move the PSRA process the Committee and Business will have to vote on a revised version
 - vi. The committee voted to approve the Fiscal Year 2022-23 PSRA Tool and Timeline with additions previously noted on Council Member Daniel Ramos motion, Council Member Mattyna Stephens second on a 3-0 vote.

6. PLANNING COUNCIL BUDGET PROPOSALS

- a. Governance/Membership Committee Requests
 - i. The committee would like bound data binders this year
 - ii. Frames for important documents for members
 - iii. Notebooks for gifts to PC members
 - iv. Graphic Designer for STAR Awards
 - v. Electronic Devices for meetings
 - vi. The committee would like to see the budget for the council to understand what they can get
 - 1. Jaseudia will be taking it to Governance and membership and to this committee next meeting
- b. Member Requests
 - i. Parliamentarian

7. REVIEW ANNUAL CALENDAR

- a. Review of the work plan calendar for this committee
 - i. The old AAM survey will be brought to the March meeting to be discussed
- b. Training recommendations from committee

8. STAFF REPORT

- a. AIDS Drugs Assistance Program (ADAP) Update
 - i. This item was moved up in the agenda to be discussed earlier.
 - ii. There were changes made to ADAP that causes a shortfall
 - iii. There will be a townhall discussing the ADAP changes
 - 1. There has not been anymore information regarding the townhall, following the winter storm
 - 2. Daniel Ramos: I was on a call on Monday and they mentioned it was invitation only. There are strict limitations as to who can get an invite. There are also limitations on how they attendees can converse.
 - iv. Angela Allison, ADAP liaison, presented on the changes to ADAP
 - 1. THMP has an increase in demand due to unemployment
 - 2. Drug expenses have also increased hurting THMP's budget
 - 3. Indecisiveness about the Spend down policy – the spend down policy allows the program to be more generous and help more people by expanding who they are allowed to help
 - a. In December they decided to end that
 - b. 2000 THMP patients will be removed from the program which led agencies to use LPAP and emergency financial assistance
 - c. On March 1, they are reversing the decision to end the spend down – the spend down policy is back in place
 - i. THMP will accept a larger proportion of their applicants
 - ii. It alleviates financial burden on providers
 - d. 400 clients were denied during this period, and THMP is working on getting them back into the program
 - e. The spend down policy will only remain in policy until June
 - i. THMP does not know what they are going to do following that
 - f. Barry: What additional funds are DSHS seeking?

- g. Angela: they are seeking emergency funds and reallocate maternal/child healthcare funding. They are hoping that there will be additional COVID funding from the federal level.
- h. Barry: DSHS also requested 51 million in supplemental funds from the federal approval.
- i. Angela: they have applied for it but I do not know the status
- j. Daniel: Texas is sitting on the CARES Acts Fund. There are about a billion dollars unspent. Has the state applied for these funds?
- k. Angela: I will put in the chat if I can find the funds.
- l. Daniel: can you give us more information on the ADAP townhall?
- m. Angela: THMP will hold it on March 24. It is 3 hours and will be invite only. Those who can fill out THMP can attend.
- n. Barry: Can we have a representative from the PC attend? This affects our PSRA process.
- o. Angela: I can request that an invitation be sent but I cannot guarantee anything.
- p. Jaseudia: I recommend LJ Smith or Barry or myself for the invite.

b. Part B Update

- i. Mattyna Stephens reviewed the utilization report for the Part B
 - 1. 4 of Part A recipients are funded by Part B

ADJOURNMENT

Chair Barry Waller adjourned the meeting at 2:29PM without objection.

 *Indicative of action items*

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. TTY users' route through Relay Texas at 711.

For More Information on the HIV Planning Council, Allocations Committee, please contact Hailey de Anda at (512) 972-5862.