

Houston Area HIV Services Ryan White Planning Council

Office of Support

2223 West Loop South, Suite 240, Houston, Texas 77027

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<http://rwpchouston.org>

MEMORANDUM

To: Steering Committee Members:
Allen Murray, Chair
Denis Kelly, Vice Chair
Crystal Starr, Secretary
Rosalind Belcher, Co-Chair, Affected Community Committee
Tony Crawford, Co-Chair, Affected Community Committee
Daphne L. Jones, Co-Chair, Comprehensive HIV Planning Committee
Rodney Mills, Co-Chair, Comprehensive HIV Planning Committee
Ronnie Galley, Co-Chair, Operations Committee
Veronica Ardoin, Co-Chair, Operations Committee
Bobby Cruz, Co-Chair, Priority and Allocations Committee
Peta-gay Ledbetter, Co-Chair, Priority and Allocations Committee
Kevin Aloysius, Co-Chair, Quality Improvement Committee
Steven Vargas, Co-Chair, Quality Improvement Committee

Copy: Carin Martin
Heather Keizman
Yvette Garvin
Sha'Terra Johnson-Fairley

Diane Beck
Ann Robison
David Williams (email only)

From: Tori Williams

Date: Thursday, October 28, 2021

Re: Meeting Announcement

We look forward to seeing you at the:

Ryan White Steering Committee Meeting

12 noon, Thursday, November 4, 2021

Join the Zoom Meeting by clicking on:

<https://us02web.zoom.us/j/85782189192?pwd=YmtrcktWcHY5SIV2RE50ZzYraEErQT09>

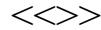
Meeting ID: 857 8218 9192

Passcode: 885832

Or, use your phone to dial in by calling 346 248-7799

Please contact Rod to RSVP, even if you cannot attend. She can be reached by telephone at: 832 927-7926 or by email at: Rodriga.Avila@cjo.hctx.net. Thank you!

HOUSTON AREA HIV SERVICES RYAN WHITE PLANNING COUNCIL



STEERING COMMITTEE

AGENDA

12 noon, Thursday, November 4, 2021

Join Zoom Meeting by clicking onto:

<https://us02web.zoom.us/j/85782189192?pwd=YmtrckTWcHY5SIV2RE50ZzYraEErQT09>

Meeting ID: 857 8218 9192

Passcode: 885832

Or, dial in by calling 346 248-7799

- I. Call to Order
 - A. Welcoming Remarks
 - B. Moment of Reflection
 - C. Select the Committee Co-Chair who will be voting today
 - D. Adoption of the Agenda
 - E. Adoption of the Minutes

Allen Murray, Chair
Ryan White Planning Council

- II. Public Comment and Announcements

(NOTE: If you wish to speak during the Public Comment portion of the meeting, please sign up on the clipboard at the front of the room. No one is required to give his or her name or HIV status. All meetings are audio taped by the Office of Support for use in creating the meeting minutes. The audiotape and the minutes are public record. If you state your name or HIV status it will be on public record. If you would like your health status known, but do not wish to state your name, you can simply say: "I am a person living with HIV", before stating your opinion. If you represent an organization, please state that you are representing an agency and give the name of the organization. If you work for an organization, but are representing yourself, please state that you are attending as an individual and not as an agency representative. Individuals can also submit written comments to a member of the staff who would be happy to read the comments on behalf of the individual at this point in the meeting. All information from the public must be provided in this portion of the meeting.)

- III. Reports from Committees
 - A. Comprehensive HIV Planning Committee

No report this month since the Office of Support staff is completing the 2022 Epidemiological Profile, hence there was no committee meeting.

Daphne L. Jones and
Rodney Mills, Co-Chairs

 - B. Affected Community Committee

Item: Standards of Care and Performance Measures
Recommended Action: FYI: The Committee hosted a consumer-only workgroup meeting to review and give input into the FY 2022 Standards of Care and Performance Measures. There were 10 consumers in attendance.

Rosalind Belcher and
Tony Crawford, Co-Chairs

 - C. Quality Improvement Committee

No report since there was no meeting in October.

Kevin Aloysius and
Steven Vargas, Co-Chairs

D. Priority and Allocations Committee

Peta-gay Ledbetter and
Bobby Cruz, Co-Chairs

Item: Reports from the Administrative Agent – Part A/MAI*

Recommended Action: FYI: See the attached reports from the Part A/MAI Administrative Agent:

- FY21 Procurement Report – Part A & MAI, dated 10/25/21

Item: Reports from the Administrative Agent – Part B/SS**

Recommended Action: FYI: See the attached reports from the Part B/State Services Administrative Agent:

- FY 2021 Procurement Report Part B – dated 10/06/21
- FY 2021 Procurement Report DSHS*** SS – dated 10/06/21
- 2020-21 DSHS State Services Service Utilization Report – dated 10/06/21
- FY 2020/21 Health Insurance Program Report – dated 09/29/21
- FY 2020/21 Health Insurance Program Report – dated 09/06/21

Item: FY 2021 Ryan White Part A Funding Increases

Recommended Action: **Motion:** Per the attached chart, fund the increased funding requests in amounts that total \$449,386 in Ryan White Part A funds.

Item: FY 2021 MAI* Funding Increases

Recommended Action: **Motion:** Do not allocate approximately \$185,000 in MAI* funds so that they will be available in the fourth quarter of the fiscal year when more is known about the status of ADAP.

Item: FY 2021 Unspent Funds

Recommended Action: **Motion:** In the final quarter of the FY 2021 Ryan White Part A, Part B and State Services grant years, after implementing the year end Council-approved reallocation of unspent funds and utilizing the existing 10% reallocation rule to the extent feasible, Ryan White Grant Administration (RWGA) may reallocate any remaining unspent funds as necessary to ensure the Houston EMA has less than 5% unspent Formula funds and no unspent Supplemental funds. The Resource Group (TRG) may reallocate any remaining unspent funds as necessary to ensure no funds are returned to the Texas Department of State Health Services. RWGA and TRG must inform the Council of these shifts no later than the next scheduled Ryan White Planning Council Steering Committee meeting.

Item: Quarterly Committee Report

Recommended Action: FYI: See the attached Quarterly Committee Report.

* MAI = Minority AIDS Initiative funding

** SS = State Services funding

*** DSHS = Texas Department of State Health Services

- E. Operations Committee
Item: Policy 1200.00 Honorariums and Incentives
Recommended Action: **Motion:** Approve revision to Policy 1200.00 entitled Honorariums and Incentives, see attached. New text is underlined and in bold text.

Veronica Ardoin and
Ronnie Galley, Co-Chairs

Item: Slate of Nominees for the 2022 RWPC* Officers
Recommended Action: **Motion:** Approve the attached slate of nominees for officers of the 2022 Ryan White Planning Council.

Item: 2022 Council Orientation
Recommended Action: The Operations Committee is planning for an in-person Council Orientation at Third Coast Restaurant at the end of January 2022. Unless you are retiring from the Council at the end of December, please pencil this all-day meeting in to your datebook for Thursday, either January 20th or 27th.

- V. Report from the Office of Support
Tori Williams, Director
- VI. Report from Ryan White Grant Administration
Carin Martin, Manager
- VII. Report from The Resource Group
Sha'Terra Johnson,
Health Planner
- IX. Announcements
- X. Adjournment

* RWPC = Ryan White Planning Council

HOUSTON AREA HIV SERVICES RYAN WHITE PLANNING COUNCIL

<<>>

STEERING COMMITTEE

MINUTES

12 noon, Thursday, October 7, 2021

Meeting Location: Zoom teleconference

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Allen Murray, Chair	Veronica Ardoin	<i>Ryan White Grant Administration</i>
Denis Kelly, Vice Chair	Tony Crawford, excused	Carin Martin
Crystal Starr, Secretary		Mauricia Chatman
Rosalind Belcher		
Daphne L. Jones		<i>The Resource Group</i>
Rodney Mills		Sha'Terra Johnson
Ronnie Galley		Hailey Malcolm
Bobby Cruz		
Peta-gay Ledbetter		<i>Office of Support</i>
Kevin Aloysius		Tori Williams
Steven Vargas		Diane Beck

Call to Order: Allen Murray, Chair, called the meeting to order at 12:04 p.m.

During the opening remarks, Murray said it was good to see everyone on Zoom. He said that he will be retiring from the Council at the end of the year so it is time to start thinking about candidates for his position. He noted that the meeting packet was unusually thin this month, which means a very light agenda today. When this happens, the staff makes good use of time by scheduling more than one of our HRSA required trainings. Next week we will have presentations on Trauma-Informed Care and The Opioid Epidemic. Both should be excellent. Murray then called for a Moment of Reflection.

Murray invited committee members to select the co-chair who would be voting on behalf of their committee. Those selected to represent their committee at the meeting were: Belcher for Affected Community, Jones for Comprehensive HIV Planning, Galley for Operations, Ledbetter for Priority and Allocations and Vargas for Quality Improvement.

Adoption of the Agenda: **Motion #1:** it was moved and seconded (Kelly, Galley) to move the Report from the Ryan White Grant Administration to the top of the agenda. **Motion carried.** **Motion #2:** it was moved and seconded (Vargas, Ledbetter) to adopt the agenda with the change. **Motion carried.**

Approval of the Minutes: **Motion #3:** it was moved and seconded (Kelly, Galley) to approve the September 2, 2021 minutes. **Motion carried.** Abstentions: Aloysius, Jones.

Public Comment and Announcements: None.

Report from Ryan White Grant Administration: Carin Martin, Manager, summarized the attached report.

Reports from Committees

Comprehensive HIV Planning Committee: Rodney Mills, Co-Chair, reported on the following: No meeting this month since the Office of Support staff is completing the 2022 Epidemiological Profile in collaboration with Imran Shaikh and others at the Houston Health Department and Carin Martin and her staff at the Harris County Health Department.

Affected Community Committee: Rosalind Belcher, Co-Chair, reported on the following: Training: Standards of Care and Performance Measures: Mauricia Chatman gave an excellent training on standards of care and performance measures in advance of the consumer only workgroup meeting, which will be held at 12 noon on October 18, 2021 on Zoom.

Quality Improvement Committee: No report.

Operations Committee: Ronnie Galley, Co-Chair, reported on the following:

Quorum: Williams said that we no longer have access to a large enough meeting room in our building that will allow social distancing and accommodate the current quorum requirement of 19 members. Staff is working to set up a purchase order to rent meeting space at a nearby church. The Committee recommends extending and making the following change to the Council bylaws, which was approved in June 2021. Because this is a change to the bylaws, it had to be presented to the Council in September and can now be voted on:

Motion #3: *Pending the Governor rescinding current waivers related to the definition of quorum in the Texas Open Meetings Act, amend the Houston Ryan White Planning Council bylaws so that 30% of the members satisfy in-person requirements at Council meetings. ~~until the end of August 2021. After that, the bylaws will revert back to “a majority of the members of the Council are required to constitute a quorum at Council meetings”.~~ Everyone’s vote will count during the meeting but to hold a meeting, the Council must meet quorum as defined in its bylaws.* **Motion carried.**

Nominees for election of the 2022 Ryan White Officers: See the attached list of individuals eligible to run for Chair of the 2022 Ryan White Planning Council. Please submit nominations for the 2022 Chair, Vice Chair and Secretary to the Director of the Office of Support as the Operations Committee will be developing the slate of nominees at their October 19th meeting.

Priority and Allocations Committee: No report.

Report from Office of Support: Tori Williams, Director, summarized the attached report. The 2021 Project LEAP class would like to have graduation in person. It will be at the United Way at 6 pm on Tuesday, November 30th. Set up will be at 4 pm. Those who signed up to help are Murray, Ledbetter, Galley, Cruz and Jones.

Report from The Resource Group: Sha’Terra Johnson, Health Planner, summarized the attached report.

Announcements: Aloysius said if you got the Moderna vaccine you are eligible to get a third dose. It is not called a booster shot because healthcare workers are only allowed to give a Pfizer vaccine booster. There should be no charge for the vaccine regardless of whether it is a third dose or a booster.

Vargas suggested the Council consider changing use of the term "Adherence" to "Persistence" since it more accurately reflects the PLWH experience. People living with HIV (PLWH) persist through side effects, not being treated respectfully, not feeling valued, challenges of maintaining eligibility along with the burdensome 6-month attestation, fighting our state to ensure we are not the victims of their mistakes and more. We have no issue with adherence. We want to maintain access to our care and medications but have all the challenges mentioned above through which we must persist to maintain our care. "Adherence", if you choose to keep it in place, should only be used in reference to whether treating physicians and other healthcare workers are "adhering" to their medical oaths of first doing no harm. I argue its current use is doing harm and does not support our efforts to stay in care.

Adjournment: Motion: *it was moved and seconded (Kelly/Aloysius) to adjourn the meeting at 12:57 p.m. Motion Carried.*

Submitted by:

Approved by:

Tori Williams, Director

Date

Committee Chair

Date

2021 Steering Committee Voting Record for Meeting Date 10/07/21

C = Chaired the meeting, JA = Just arrived, LM = Left the meeting
 Aff-Affected Community Committee, Comp-Comprehensive HIV Planning Committee,
 Op-Operations Committee, PA-Priority and Allocations Committee, QI-Quality Improvement Committee

MEMBERS	Motion #1 Change to the Agenda Carried				Motion #2 Agenda Carried				Motion #3 Minutes Carried				Motion #4 Change Bylaws re Quorum Carried			
	Absent	Yes	No	Abstain	Absent	Yes	No	Abstain	Absent	Yes	No	Abstain	Absent	Yes	No	Abstain
Allen Murray, Chair				C				C				C				C
Denis Kelly, Vice Chair		X				X				X				X		
Crystal Starr, Secretary ja 12:47 pm	X				X				X				X			
Rosalind Belcher, Aff ja 12:11 pm		X				X				X				X		
Daphne L. Jones, Comp		X				X						X		X		
Ronnie Galley, Op		X				X				X				X		
Peta-gay Ledbetter, PA		X				X				X				X		
Steven Vargas, QI		X				X				X				X		
Non-voting members at the meeting:																
Rodney Mills, Comp																
Bobby Cruz, PA																
Kevin Aloysius, QI																
Absent members:																
Tony Crawford, Aff																
Veronica Ardoin, Op																

Priority and Allocations Committee Report

Part A Reflects "Decrease" Funding Scenario
MAI Reflects "Decrease" Funding Scenario

FY 2021 Ryan White Part A and MAI
Procurement Report

Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent of Grant Award	Amount Procured (a)	Procurement Balance	Original Date Procured	Expended YTD	Percent YTD	Percent Expected YTD
1	Outpatient/Ambulatory Primary Care	10,965,788	-75,776	1,415,641	-258,786	0	12,046,867	50.43%	12,046,867	0		3,664,078	30%	58%
1.a	Primary Care - Public Clinic (a)	3,927,300	-27,177				3,900,123	16.33%	3,900,123	0	3/1/2021	\$882,494	23%	58%
1.b	Primary Care - CBO Targeted to AA (a) (e) (f)	1,064,576	-7,367	441,880			1,499,089	6.27%	1,499,089	0	3/1/2021	\$532,002	35%	58%
1.c	Primary Care - CBO Targeted to Hispanic (a) (e)	910,551	-6,301	441,880			1,346,130	5.63%	1,346,130	0	3/1/2021	\$534,845	40%	58%
1.d	Primary Care - CBO Targeted to White/MSM (a) (e)	1,147,924	-7,944	441,880			1,581,861	6.62%	1,581,861	0	3/1/2021	\$269,386	17%	58%
1.e	Primary Care - CBO Targeted to Rural (a) (e)	1,100,000	-7,612		-75,000		1,017,388	4.26%	1,017,388	0	3/1/2021	\$600,445	59%	58%
1.f	Primary Care - Women at Public Clinic (a)	2,100,000	-14,532				2,085,468	8.73%	2,085,468	0	3/1/2021	\$603,806	29%	58%
1.g	Primary Care - Pediatric (a.1)	15,437					15,437	0.06%	15,437	0	3/1/2021	\$2,700	17%	58%
1.h	Vision	500,000	-3,460	90,000	-85,000		501,540	2.10%	501,540	0	3/1/2021	\$238,400	48%	58%
1.x	Primary Care Health Outcome Pilot	200,000	-1,384		-98,786		99,830	0.42%	99,830	0		\$0	0%	58%
2	Medical Case Management	1,730,000	-100,528	30,000	0	0	1,659,472	6.95%	1,659,472	0		683,671	41%	58%
2.a	Clinical Case Management	488,656	-3,381	30,000			515,275	2.16%	515,275	0	3/1/2021	\$169,227	33%	58%
2.b	Med CM - Public Clinic (a)	277,103	-1,918				275,185	1.15%	275,185	0	3/1/2021	\$87,611	32%	58%
2.c	Med CM - Targeted to AA (a) (e)	169,009	-1,170				167,839	0.70%	167,839	0	3/1/2021	\$110,473	66%	58%
2.d	Med CM - Targeted to H/L (a) (e)	169,011	-1,170				167,841	0.70%	167,841	0	3/1/2021	\$75,755	45%	58%
2.e	Med CM - Targeted to W/MSM (a) (e)	61,186	-423				60,763	0.25%	60,763	0	3/1/2021	\$38,205	63%	58%
2.f	Med CM - Targeted to Rural (a)	273,760	-1,894				271,866	1.14%	271,866	0	3/1/2021	\$73,593	27%	58%
2.g	Med CM - Women at Public Clinic (a)	75,311	-521				74,790	0.31%	74,790	0	3/1/2021	\$70,598	94%	58%
2.h	Med CM - Targeted to Pedi (a.1)	90,051	-90,051				0	0.00%	0	0	3/1/2021	\$0	#DIV/0!	58%
2.i	Med CM - Targeted to Veterans	80,025	0				80,025	0.33%	80,025	0	3/1/2021	\$41,522	52%	58%
2.j	Med CM - Targeted to Youth	45,888	0				45,888	0.19%	45,888	0	3/1/2021	\$16,688	36%	58%
3	Local Pharmacy Assistance Program	1,810,360	-12,528	22,920	0	0	1,820,752	7.62%	1,820,752	0	3/1/2021	\$663,316	36%	58%
3.a	Local Pharmacy Assistance Program-Public Clinic (a) (e)	310,360	-2,148				308,212	1.29%	308,212	0	3/1/2021	\$128,157	42%	58%
3.b	Local Pharmacy Assistance Program-Untargeted (a) (e)	1,500,000	-10,380	22,920			1,512,540	6.33%	1,512,540	0	3/1/2021	\$535,160	35%	58%
4	Oral Health	166,404	-1,152	0	0	0	165,252	0.69%	165,252	0	3/1/2021	95,200	58%	58%
4.a	Oral Health - Untargeted (c)	0					0	0.00%	0	0	N/A	\$0	0%	0%
4.b	Oral Health - Targeted to Rural	166,404	-1,152		0		165,252	0.69%	165,252	0	3/1/2021	\$95,200	58%	58%
5	Health Insurance (c)	1,383,137	-9,571	300,000	0	0	1,673,566	7.01%	1,673,566	0	3/1/2021	\$590,574	35%	58%
6	Mental Health Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
7	Early Intervention Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
8	Medical Nutritional Therapy (supplements)	341,395	-2,362	0	0	0	339,033	1.42%	339,033	0	3/1/2021	\$169,944	50%	58%
9	Home and Community-Based Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
9.a	In-Home	0									N/A	\$0	0%	0%
9.b	Facility Based	0									N/A	\$0	0%	0%
10	Substance Abuse Services - Outpatient	45,677	0	0	0	0	45,677	0.19%	45,677	0	3/1/2021	\$16,719	37%	58%
11	Hospice Services	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
12	Referral for Health Care and Support Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
13	Non-Medical Case Management	1,267,002	-8,768	40,000	-70,600	0	1,227,634	5.14%	1,227,634	0	3/1/2021	\$486,154	40%	58%
13.a	Service Linkage targeted to Youth	110,793	-767		-20,600		89,426	0.37%	89,426	0	3/1/2021	\$37,466	42%	58%
13.b	Service Linkage targeted to Newly-Diagnosed/Not-in-Care	100,000	-692		-50,000		49,308	0.21%	49,308	0	3/1/2021	\$29,791	60%	58%
13.c	Service Linkage at Public Clinic (a)	370,000	-2,560				367,440	1.54%	367,440	0	3/1/2021	\$169,150	46%	58%
13.d	Service Linkage embedded in CBO Pcare (a) (e)	686,209	-4,749	40,000			721,460	3.02%	721,460	0	3/1/2021	\$249,747	35%	58%
13.e	SLW-Substance Use	0	0				0	0.00%	0	0	NA	\$0	0%	0%
14	Medical Transportation	424,911	-2,940	0	0	0	421,971	1.77%	421,971	0		200,960	48%	58%
14.a	Medical Transportation services targeted to Urban	252,680	-1,749				250,931	1.05%	250,931	0	3/1/2021	\$152,792	61%	58%
14.b	Medical Transportation services targeted to Rural	97,185	-673				96,512	0.40%	96,512	0	3/1/2021	\$48,168	50%	58%
14.c	Transportation vouchers (bus passes & gas cards)	75,046	-519				74,527	0.31%	74,527	0	3/1/2021	\$0	0%	58%
15	Emergency Financial Assistance	1,545,439	-10,694	0	-120,000	0	1,414,745	5.92%	1,414,745	0		528,304	37%	58%
16.a	EFA - Pharmacy Assistance	1,305,439	-9,034				1,296,405	5.43%	1,296,405	0	3/1/2021	\$524,636	40%	58%

Part A Reflects "Decrease" Funding Scenario
MAI Reflects "Decrease" Funding Scenario

FY 2021 Ryan White Part A and MAI
Procurement Report

Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent of Grant Award	Amount Procured (a)	Procurement Balance	Original Date Procured	Expended YTD	Percent YTD	Percent Expected YTD
16.b	EFA - Other	240,000	-1,661		-120,000		118,339	0.50%	118,339	0	3/1/2021	\$3,668	3%	58%
16	Linguistic Services (c)	0	0				0	0.00%	0	0	NA	\$0	0%	0%
17	Outreach	420,000	-2,906				417,094	1.75%	417,094	0	3/1/2021	\$150,344	0%	58%
BEU27516	Total Service Dollars	20,100,113	-227,226	1,808,561	-449,386	0	21,232,062	88.87%	21,232,062	-1		7,249,265	34%	58%
	Grant Administration	1,795,958	0	0	0	0	1,795,958	7.52%	1,795,958	0	N/A	770,104	43%	58%
BEU27517	HCPH/RWGA Section	1,271,050		0		0	1,271,050	5.32%	1,271,050	0	N/A	\$533,286	42%	58%
PC	RWPC Support*	524,908			0	0	524,908	2.20%	524,908	0	N/A	236,818	45%	58%
BEU27521	Quality Management	412,940		0		0	412,940	1.73%	412,940	0	N/A	\$151,795	37%	58%
		22,309,011	-227,226	1,808,561	-449,386	0	23,440,960	98.12%	23,440,960	-1		8,171,164	35%	58%
								Unallocated	Unobligated					
	Part A Grant Award:	22,171,816	Carry Over:	1,718,511		Total Part A:	23,890,327	449,367	-1					

		Original Allocation	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent	Total Expended on Services	Percent				
	Core (must not be less than 75% of total service dollars)	16,442,761	-201,918	1,768,561	-258,786	0	17,750,618	83.60%						
	Non-Core (may not exceed 25% of total service dollars)	3,657,352	-25,309	40,000	-190,600	0	3,481,443	16.40%						
	Total Service Dollars (does not include Admin and QM)	20,100,113	-227,226	1,808,561	-449,386	0	21,232,062							
	Total Admin (must be ≤ 10% of total Part A + MAI)	1,795,958	0	0	0	0	1,795,958	6.42%						
	Total QM (must be ≤ 5% of total Part A + MAI)	412,940	0	0	0	0	412,940	1.48%						

MAI Procurement Report

Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent of Grant Award	Amount Procured (a)	Procurement Balance	Date of Procurement	Expended YTD	Percent YTD	Percent Expected YTD
1	Outpatient/Ambulatory Primary Care	2,002,860	-52,609	100,100	0	0	2,050,351	86.50%	2,050,351	0		1,075,250	52%	58%
1.b (MAI)	Primary Care - CBO Targeted to African American	1,012,700	-26,601	50,050			1,036,149	43.71%	1,036,149	0	3/1/2021	\$572,825	55%	58%
1.c (MAI)	Primary Care - CBO Targeted to Hispanic	990,160	-26,009	50,050			1,014,201	42.79%	1,014,201	0	3/1/2021	\$502,425	50%	58%
2	Medical Case Management	320,100	0	0	0	0	320,100	13.50%	320,100	0		\$133,346	42%	58%
2.c (MAI)	MCM - Targeted to African American	160,050					160,050	6.75%	160,050	0	3/1/2021	\$73,488	46%	58%
2.d (MAI)	MCM - Targeted to Hispanic	160,050					160,050	6.75%	160,050	0	3/1/2021	\$59,858	37%	58%
	Total MAI Service Funds	2,322,960	-52,609	100,100	0	0	2,370,451	100.00%	2,370,451	0		1,208,596	51%	58%
	Grant Administration	0	0	0	0	0	0	0.00%	0	0		0	0%	0%
	Quality Management	0	0	0	0	0	0	0.00%	0	0		0	0%	0%
	Total MAI Non-service Funds	0	0	0	0	0	0	0.00%	0	0		0	0%	0%
BEU 27516	Total MAI Funds	2,322,960	-52,609	100,100	0	0	2,370,451	100.00%	2,370,451	0		1,208,596	51%	58%
	MAI Grant Award	3,175,710	Carry Over:	905,361		Total MAI:	4,081,071							
	Combined Part A and MAI Orginial Allocation Total	24,631,971												

Footnotes:														
All	When reviewing bundled categories expenditures must be evaluated both by individual service category and by combined categories. One category may exceed 100% of available funding so long as other category offsets this overage.													
(a)	Single local service definition is four (4) HRSA service categories (Pcare, LPAP, MCM, Non Med CM). Expenditures must be evaluated both by individual service category and by combined service categories.													
(a.1)	Single local service definition is three (3) HRSA service categories (does not include LPAP). Expenditures must be evaluated both by individual service category and by combined service categories.													
(b)	Adjustments to reflect actual award based on Increase or Decrease funding scenario.													

Part A Reflects "Decrease" Funding Scenario
MAI Reflects "Decrease" Funding Scenario

FY 2021 Ryan White Part A and MAI
Procurement Report

Priority	Service Category	Original Allocation <small>RWPC Approved Level Funding Scenario</small>	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent of Grant Award	Amount Procured (a)	Procurement Balance	Original Date Procured	Expended YTD	Percent YTD	Percent Expected YTD
(c)	Funded under Part B and/or SS													
(d)	Not used at this time													
(e)	10% rule reallocations													

The Houston Regional HIV/AIDS Resource Group, Inc.
FY 2021 Ryan White Part B
Procurement Report
April 1, 2021 - March 31, 2022



Reflects spending through July 2021

Spending Target: 33%

Revised 10/27/21

Priority	Service Category	Original Allocation per RWPC	% of Grant Award	Amendment*	Contractual Amount	Amendment	Contractual Amount	Date of Original Procurement	Expended YTD	Percent YTD
4	Oral Health Care	\$2,218,878	58%	\$0	\$2,218,878	\$0	\$2,218,878	4/1/2021	\$532,091	24%
	Oral Health Care -Prosthodontics (1)	\$460,000	12%	\$0	\$460,000	\$0	\$460,000	4/1/2021	\$226,666	49%
5	Health Insurance Premiums and Cost Sharing (2)	\$1,028,433	27%	\$0	\$1,028,433	\$0	\$1,028,433	4/1/2021	\$0	0%
8	Home and Community Based Health Services (3)	\$113,315	3%	\$0	\$113,315	\$0	\$113,315	4/1/2021	\$16,640	15%
	Increased RWB Award added to OHS per Increase Scenario*	\$0	0%	\$0	\$0					
Total Houston HSDA		3,820,626	100%	0	3,820,626	\$0	\$3,820,626		775,397	20%

Note: Spending variances of 10% of target will be addressed:

- (1) Working with agency on spending and looking into possible reallocation
- (2) HIP- Funded by Part A, B and State Services/. Provider spends grant funds by ending dates Part A -2/28; B-3/31;SS-8/31
- (3) Demand is still down because of COVID

The Houston Regional HIV/AIDS Resource Group, Inc.
FY 2021 DSHS State Services
Procurement Report
September 1, 2020 - August 31, 2021



Chart reflects spending through August 2021

Spending Target: 100%

Revised 10/27/2021

Priority	Service Category	Original Allocation per RWPC	% of Grant Award	Amendments per RWPC	Contractual Amount	Amendment	Contractual Amount	Date of Original Procurement	Final Adjustments	Expended YTD	Percent YTD
5	Health Insurance Premiums and Cost Sharing (1)	\$864,506	43%		\$864,506	\$200,000	\$1,064,506	9/1/2020	\$0	\$1,064,506	100%
6	Mental Health Services (2)	\$300,000	15%		\$300,000	-\$163,000	\$137,000	9/1/2020	-\$16,049	\$120,951	88%
7	EIS - Incarcerated	\$175,000	9%		\$175,000	\$0	\$175,000	9/1/2020	-\$905	\$174,095	99%
11	Hospice	\$259,832	13%		\$259,832	-\$20,000	\$239,832	9/1/2020	\$27,028	\$266,860	111%
	Non Medical Case Management	\$350,000	17%		\$350,000	-\$80,000	\$270,000	9/1/2020	-\$13,507	\$256,493	95%
15	Linguistic Services	\$68,000	3%		\$68,000	-\$18,000	\$50,000	9/1/2020	\$4,600	\$54,600	109%
		\$0	0%								
Total Houston HSDA		2,017,338	100%	\$0	\$2,017,338	-\$81,000	\$1,936,338		\$1,167	1,937,505	100%

Note

(1) HIP- Funded by Part A, B and State Services. Provider spends grant funds by ending dates Part A -2/28; B-3/31;SS-8/31

(2) Service utilization has decreased due to the interruption of COVID-19.

*Note TRG made final adjustments moving funds to rural HSDA's to ensure 100% spending to avoid returning funds to DSHS

**Note TRG may reallocated funds to avoid lapse in funds

2020 - 2021 DSHS State Services Service Utilization Report
9/1/2020 thru 8/31/2021 Houston HSDA
4th Quarter

Revised 10/6/2021

Funded Service	UDC		Gender				Race				Age Group							
	Goal	YTD	Male	Female	FTM	MTF	AA	White	Hisp	Other	0-12	13-19	20-24	25-34	35-44	45-49	50-64	65+
Early Intervention Services	871	556	87.21%	10.15%	0.19%	2.45%	77.91%	0.22%	20.00%	1.87%	0.00%	0.17%	7.01%	32.55%	26.97%	17.62%	14.02%	1.66%
Health Insurance Premiums	1,600	1,103	81.86%	17.14%	0.20%	0.80%	36.89%	28.19%	32.18%	2.74%	0.00%	0.00%	1.63%	17.76%	17.95%	26.38%	28.55%	7.73%
Hospice	38	30	76.66%	23.34%	0.00%	0.00%	56.66%	23.34%	20.00%	0.00%	0.00%	0.00%	0.00%	6.67%	23.34%	23.33%	33.33%	13.33%
Linguistic Services	150	41	52.17%	36.95%	4.34%	6.54%	43.90%	4.87%	9.75%	41.48%	0.00%	2.43%	0.00%	9.75%	24.39%	41.46%	19.51%	2.46%
Mental Health Services	325	109	95.45%	3.63%	0.92%	0.00%	27.52%	38.53%	32.11%	1.84%	0.00%	0.00%	1.83%	17.43%	12.84%	23.85%	32.11%	11.94%
Unduplicated Clients Served By State Services Funds:	N/A	1,839	78.67%	18.24%	1.13%	1.96%	48.58%	19.03%	22.81%	9.59%	0.00%	0.52%	2.09%	16.83%	21.10%	26.53%	25.50%	7.42%

Houston Ryan White Health Insurance Assistance Service Utilization Report

Period Reported:

09/01/2020-8/31/2021

Revised: 9/29/2021



Request by Type	Assisted			NOT Assisted		
	Number of Requests (UOS)	Dollar Amount of Requests	Number of Clients (UDC)	Number of Requests (UOS)	Dollar Amount of Requests	Number of Clients (UDC)
Medical Co-Payment	1663	\$203,061.95	619			0
Medical Deductible	0	\$0.00	0			0
Medical Premium	7875	\$2,457,137.44	958			0
Pharmacy Co-Payment	17381	\$573,986.06	1411			0
APTC Tax Liability	1	\$500.00	1			0
Out of Network Out of Pocket	0	\$0.00	0			0
ACA Premium Subsidy Repayment	13	\$13,484.00	13	NA	NA	NA
Totals:	26933	\$3,221,201.45	3002	0	\$0.00	

Comments: This report represents services provided under all grants.

Houston Ryan White Health Insurance Assistance Service Utilization Report

Period Reported:

09/01/2020-7/31/2021

Revised: 9/6/2021



Request by Type	Assisted			NOT Assisted		
	Number of Requests (UOS)	Dollar Amount of Requests	Number of Clients (UDC)	Number of Requests (UOS)	Dollar Amount of Requests	Number of Clients (UDC)
Medical Co-Payment	1374	\$170,347.37	553			0
Medical Deductible	0	\$0.00	0			0
Medical Premium	7100	\$2,274,091.87	927			0
Pharmacy Co-Payment	15849	\$522,555.83	1333			0
APTC Tax Liability	1	\$500.00	1			0
Out of Network Out of Pocket	0	\$0.00	0			0
ACA Premium Subsidy Repayment	13	\$12,797.00	13	NA	NA	NA
Totals:	24337	\$2,954,698.07	2827	0	\$0.00	

Comments: This report represents services provided under all grants.

Ryan White Allocation Increases as of 10-28-21: Ryan White Part A Funding

A - Part A Funds Available for Reallocation: \$

Control No. / Priority No.	Yes, No or Maybe	Service Category	Amount Requested	Recommended Reallocations	Justification
RYAN WHITE PART A FUNDS					
1/1.b-1.d 1.c-2.e 3.b 13.d 16.a; 17	Y	Community-based Primary Medical Care and Medical Case Mgmt. targeted to AA, Hispanic and White. EFA – Pharmacy; LPAP; Outreach & SLW	\$200,000	\$150,000	High priority. Consumer need. Continued issues with ADAP, such as delays in eligibility determination for ADAP clients.
2/8	Y	Medical Nutritional Therapy (supplements)	\$55,000	\$55,000	Documented consumer need
3/1.b-1.d 1.c-2.e 3.b 13.d 16.a; 17	Y	Community-based Primary Medical Care and Medical Case Mgmt. targeted to AA, Hispanic and White. EFA – Pharmacy; LPAP; Outreach & SLW	\$295,600	\$244,386	High priority. Consumer need. Continued issues with ADAP, such as delays in eligibility determination for ADAP clients.
TOTALS			\$550,600	\$449,386	

FY 2021 RW PART A REQUESTS FOR ALLOCATION INCREASE (October 2021)

REVISED: 10/25/2021

Request Control Number	FY 21 Priority Rank	HRSA Service Category	Local Service Category or Subcategory	Amount of Request	Amount Approved by RWPC	Rank Order	FY 2020 Final Contract Amount	Expended 2020	Percent Expended	FY 2021 Contract Amount	FY 2021 Expended YTD	FY 2021 Percent YTD	FY 2021 Percent Expected YTD	Is agency currently in compliance with contract conditions and therefore eligible for increase?	Notes Amount approved detail:
1	1.b-1.d 2.c-2.e 3.b 13.d 16.a; 17	Outpatient/Ambulatory Health Services; Medical Case Management; Emergency Financial Assistance; Local Pharmacy Assistance; Non-Medical Case Management; Outreach	Community-based Primary Medical Care targeted to African American, Hispanic and White; Community-based Medical Case Management targeted to African American, Hispanic and White; EFA - Pharmacy; LPAP; Outreach; SLW	\$200,000			\$558,293	\$558,288	100%	\$588,388	\$110,679	49%	50%	Yes	
2	8	Medical Nutrition Therapy	Medical Nutritional Therapy (supplements)	\$55,000			\$381,395	\$378,983	99%	\$339,033	\$169,944	50%	50%	Yes	
3	1.b-1.d 2.c-2.e 3.b 13.d 16.a; 17	Outpatient/Ambulatory Health Services; Medical Case Management; Emergency Financial Assistance; Local Pharmacy Assistance; Non-Medical Case Management; Outreach	Community-based Primary Medical Care targeted to African American, Hispanic and White; Community-based Medical Case Management targeted to African American, Hispanic and White; EFA - Pharmacy; LPAP; Outreach; SLW	\$295,600			\$3,475,661	\$2,704,532	78%	\$2,720,655	\$696,270	44%	50%		
				\$550,600	\$0	\$0	\$4,415,349	\$3,641,803		\$3,648,076	\$976,893				
Confirmed Funds Avail. for Reallocation				\$449,386	Part A										
Source of Funds Available for Reallocation:				Explanation:											
Disparities Pilot				\$98,786											
EFA				\$120,000											
Rural Pcare				\$75,000											
SLW				\$70,600											
Vision				\$85,000											

Request for Service Category Increase
Ryan White Part A and MAI

A.	Name of Agency (not provided to RWPC)						
B.	Contract Number (not provided to RWPC)						
C.	Service Category Title (per RFP)	Pcare, MCM, SLW, LPAP, EFA, OUTRE, EHE				Control No.	
D.	Request for Increase under (check one):	Part A: X	or	MAI:			
	Request Period (check one):	April:	August:	Oct: X	Final Qtr:		
E.	Amount of additional funding Requested:	\$300,000.00					
F.	Unit of Service: (list only those units and disbursements where an increase is requested)	a. Number of units in current contract:	b. Cost/unit	c. Number of additional units requested:	d. Total: (b x c)		
	1. EFA	808	\$30.00		\$0.00		
	2.				\$0.00		
	3.				\$0.00		
	4.				\$0.00		
	5.				\$0.00		
	6.				\$0.00		
	7.				\$0.00		
	8. Disbursements (list current amount in column a. and requested amount in column c.)	\$72,760.00	N/A	\$200,000.00	\$200,000.00		
	9. Total additional funding (must match E. above):	\$200,000.00					
G.	Number of new/additional clients to be served with requested increase.						
H.	Number of clients served under current contract - Agencies must use the CPCDMS to document numbers served. De-identified CPCDMS-generated reports will be provided to the RWPC by RWGA.	a. Number of clients served per CPCDMS	b. Percent AA (non-Hispanic)	c. Percent White (non-Hispanic)	d. Percent Hispanic (all races)	e. Percent Male	f. Percent Female
	1. Number of clients that received this service under Part A (or MAI) in FY 2019.* (March 1, 2019 - February 28, 2020) *If agency was funded for service under Part A (or MAI) in FY 2019 - if not, mark these cells as "NA"	144	53%	44%	36%	83%	17%
	2. Number of clients that have received this service under Part A (or MAI) in FY 2020. a. April Request Period = Not Applicable b. August Request Period = 03/01/20 - 06/30/20 c. October Request Period = 03/01/20 - 09/30/20 d. 4th Qtr. Request Period = 03/01/20 - 11/30/20	275	53%	44%	35%	80%	20%

Request for Service Category Increase
Ryan White Part A and MAI

I.	Additional Information Provided by Requesting Agency (subject to audit by RWGA). Answer all questions that are applicable to agency's current situation.	a. Enter Number of Weeks in this column	b. How many Weeks will this be if full amount of request is received?	c. Comments (do not include agency name or identifying information):	
	1. Length of waiting time (in weeks) for an appointment for a new client:	1	1		none
	2. Length of waiting time (in weeks) for an appointment for a current client:	1	1		none
	3. Number of clients on a "waiting list" for services (per Part A SOC):	180	1	Requested funding is essential to provide the much-needed services to PLWHA	
	3. Number of clients unable to access services monthly (number unable to make an appointment) (per Part A SOC):	25	1	Requested funding is essential to provide the much-needed services to PLWHA. The number clients that need services will continue to grow throughout the remaining period	
J.	List all other sources and amounts of funding for similar services currently in place with agency:	a. Funding Source:	b. End Date of Contract:	c. Amount	d. Comment (50 words or less):
	1. EFA - Disbursements	Part A	2/28/21	\$72,760	Currently we have 204 units in NP Contract with a value of 381,894.29
	2. EHE EFINA - Disbursements	EHE	2/28/21	\$18,880	Currently we have 82 units in NP Contract with a value of 162,669.10
	3.				
	4.				
K.	Submit the following documentation at the same time as the request (budget narrative and fee-for-service budgets may be hard copy or fax):				
	Revised Budget Narrative (Table I.A.) corresponding to the revised contract total (amount in Item F.9.d. plus current contract amount).				
	This form must be submitted electronically via email by published deadline to Carin Martin: carin.martin@phs.hctx.net				

Request for Service Category Increase
Ryan White Part A and MAI

A.	Name of Agency (not provided to RWPC)						
B.	Contract Number (not provided to RWPC)						
C.	Service Category Title (per RFP)	Nutritional Therapy Services & Supplements Program			Control No.	2	
D.	Request for Increase under (check one): Request Period (check one):	Part A: X April:	or August:	MAI: Oct: X	Final Qtr:		
E.	Amount of additional funding Requested:	\$55,000.00					
F.	Unit of Service: (list only those units and disbursements where an increase is requested)	a. Number of units in current contract:	b. Cost/unit	c. Number of additional units requested:	d. Total: (b x c)		
	1. NUTC	871.80	\$70.00	325	\$22,750.00		
	2. NUTST	1,453.00	\$35.00	83	\$2,905.00		
	3.				\$0.00		
	4.				\$0.00		
	5.				\$0.00		
	6.				\$0.00		
	7.				\$0.00		
	8. Disbursements (list current amount in column a. and requested amount in column c.)	227,152.11	N/A	\$29,345.00	\$29,345.00		
	9. Total additional funding (must match E. above):					\$55,000.00	
G.	Number of new/additional clients to be served with requested increase.	0					
H.	Number of clients served under current contract - Agencies must use the CPCDMS to document numbers served. De-identified CPCDMS-generated reports will be provided to the RWPC by RWGA. 1. Number of clients that received this service under Part A (or MAI) in FY 2020.* (March 1, 2020 - February 28, 2021) *If agency was funded for service under Part A (or MAI) in FY 2020 - if not, mark these cells as "NA" 2. Number of clients that have received this service under Part A (or MAI) in FY 2021. a. April Request Period = Not Applicable b. August Request Period = 03/01/21 - 06/30/21 c. October Request Period = 03/01/21 - 09/30/21 d. 4th Qtr. Request Period = 03/01/21 - 11/30/21	a. Number of clients served per CPCDMS	b. Percent AA (non-Hispanic)	c. Percent White (non-Hispanic)	d. Percent Hispanic (all races)	e. Percent Male	f. Percent Female
		605	40%	20%	40%	78%	22%
		493	41%	18%	41%	77%	23%

Request for Service Category Increase
Ryan White Part A and MAI

I.	Additional Information Provided by Requesting Agency (subject to audit by RWGA). Answer all questions that are applicable to agency's current situation.	a. Enter Number of Weeks in this column	b. How many Weeks will this be if full amount of request is received?	c. Comments (do not include agency name or identifying information):	
	1. Length of waiting time (in weeks) for an appointment for a new client:			The agency has a large number of Ryan White patients seeking services referenced in this Request for Service Category Increase Form. The agency is requesting funding in order to sufficiently meet the continued demands for new	
			4	3 Ryan White patients.	
	2. Length of waiting time (in weeks) for an appointment for a current client:			The agency has a large number of Ryan White patients seeking services referenced in this Request for Service Category Increase Form. The agency is requesting funding in order to sufficiently meet the continued demands for existing	
			3	2 Ryan White patients.	
	3. Number of clients on a "waiting list" for services (per Part A SOC):		0	The agency does not maintain a waiting list. The agency offers a limited number of same day appointment slots for patients.	
	3. Number of clients unable to access services monthly (number unable to make an appointment) (per Part A SOC):		0	The agency offers a limited number of same day appointment slots for patients.	
J.	List all other sources and amounts of funding for similar services currently in place with agency:	a. Funding Source:	b. End Date of Contract:	c. Amount	d. Comment (50 words or less):
	1. NUTC				77 units (\$5,390.00) in NP @ 09/30/21
	2. NUTSD				\$23,654.26 in NP @ 09/30/21
	3. NUTST				131 units (\$4,585.00) in NP @ 09/30/21
	4.				
K.	Submit the following documentation at the same time as the request (budget narrative and fee-for-service budgets may be hard copy or fax): Revised Budget Narrative (Table I.A.) corresponding to the revised contract total (amount in Item F.9.d. plus current contract amount). This form must be submitted electronically via email by published deadline to Carin Martin: carin.martin@phs.hctx.net				

Request for Service Category Increase
Ryan White Part A and MAI

A.	Name of Agency (not provided to RWPC)					Control No.	3
B.	Contract Number (not provided to RWPC)						
C.	Service Category Title (per RFP)	Primary Care/MCM/LPAP					
D.	Request for Increase under (check one): Request Period (check one):	Part A: X April:	or August:	MAI: Oct: X	Final Qtr:		
E.	Amount of additional funding Requested:	\$295,600.00					
F.	Unit of Service: (list only those units and disbursements where an increase is requested)	a. Number of units in current contract:	b. Cost/unit	c. Number of additional units requested:	d. Total: (b x c)		
	1.				\$0.00		
	2.				\$0.00		
	3.				\$0.00		
	4.				\$0.00		
	5.				\$0.00		
	6.				\$0.00		
	7.				\$0.00		
	8. Disbursements (list current amount in column a. and requested amount in column c.)	396,040.00	N/A	\$295,600.00	\$295,600.00		
	9. Total additional funding (must match E. above):					\$295,600.00	
G.	Number of new/additional clients to be served with requested increase.	0					
H.	Number of clients served under current contract - Agencies must use the CPCDMS to document numbers served. De-identified CPCDMS-generated reports will be provided to the RWPC by RWGA.	a. Number of clients served per CPCDMS	b. Percent AA (non-Hispanic)	c. Percent White (non-Hispanic)	d. Percent Hispanic (all races)	e. Percent Male	f. Percent Female
	1. Number of clients that received this service under Part A (or MAI) in FY 2020.* (March 1, 2020 - February 28, 2021) *If agency was funded for service under Part A (or MAI) in FY 2020 - if not, mark these cells as "NA"						
	2. Number of clients that have received this service under Part A (or MAI) in FY 2021.						
	a. April Request Period = Not Applicable						
	b. August Request Period = 03/01/21 - 06/30/21						
	c. October Request Period = 03/01/21 - 09/30/21						
	d. 4th Qtr. Request Period = 03/01/21 - 11/30/21						
		143	43%	19%	38%	83%	17%
		74	31%	20%	49%	80%	20%

Request for Service Category Increase
Ryan White Part A and MAI

I.	Additional Information Provided by Requesting Agency (subject to audit by RWGA). Answer all questions that are applicable to agency's current situation.	a. Enter Number of Weeks in this column	b. How many Weeks will this be if full amount of request is received?	c. Comments (do not include agency name or identifying information):	
	1. Length of waiting time (in weeks) for an appointment for a new client:			The agency has a large number of Ryan White patients seeking services referenced in this Request for Service Category Increase Form. The agency is requesting funding in order to sufficiently meet the continued demands for new Ryan White patients.	
	2. Length of waiting time (in weeks) for an appointment for a current client:	4		The agency has a large number of Ryan White patients seeking services referenced in this Request for Service Category Increase Form. The agency is requesting funding in order to sufficiently meet the continued demands for existing Ryan White patients.	
	3. Number of clients on a "waiting list" for services (per Part A SOC):	3		The agency does not maintain a waiting list. The agency offers a limited number of same day appointment slots for patients.	
	3. Number of clients unable to access services monthly (number unable to make an appointment) (per Part A SOC):	0		The agency offers a limited number of same day appointment slots for patients.	
J.	List all other sources and amounts of funding for similar services currently in place with agency:	a. Funding Source:	b. End Date of Contract:	c. Amount	d. Comment (50 words or less):
	1. Diagnostics				\$218,331.77 in NP @ 09/30/21
	2.				
	3.				
	4.				
K.	Submit the following documentation at the same time as the request (budget narrative and fee-for-service budgets may be hard copy or fax): Revised Budget Narrative (Table I.A.) corresponding to the revised contract total (amount in Item F.9.d. plus current contract amount). This form must be submitted electronically via email by published deadline to Carin Martin: carin.martin@phs.hctx.net				

2021 QUARTERLY REPORT
PRIORITY AND ALLOCATIONS COMMITTEE
(Submitted October 2021)

Status of Committee Goals and Responsibilities (* means mandated by HRSA):

1. Conduct training to familiarize committee members with decision-making tools.
Status: *DONE*
2. Review the final quarter allocations made by the administrative agents.
Status: *DONE*
3. *Improve the processes for and strengthen accountability in the FY 2022 priority-setting, allocations and subcategory allocations processes for Ryan White Parts A and B and State Services funding.
Status:
4. When applicable, plan for specialty dollars like Minority AIDS Initiative (MAI) and special populations such as Women, Infants, Children and Youth (WICY) throughout the priority setting and allocation processes.
Status: *DONE - DELAYED*
5. *Determine the FY 2022 priorities, allocations and subcategory allocations for Ryan White Parts A and B and State Services funding.
Status:
6. *Review the FY 2021 priorities as needed.
Status: *PENDING OR DONE*
7. *Review the FY 2021 allocations as needed.
Status: *DONE*
8. Evaluate the processes used.
Status: *DONE*
9. Annually, review the status of Committee activities identified in the current Comprehensive Plan.
Status: *DONE*

Status of Tasks on the Timeline:

BOBBY CRUZ
Committee Chairperson

10/28/21
Date

Operations Committee Report

HOUSTON AREA HIV HEALTH SERVICES RYAN WHITE PLANNING COUNCIL (RWPC)

EST. OCT. 2002

REVISED XXXXXX POLICY NO. 1200.00

HONORARIUMS AND INCENTIVES

PURPOSE

The purpose of this policy is to establish guidelines by which honorariums, incentives or other forms of gratuity are allowable.

SCOPE

This policy encompasses Ryan White Planning Council and Affiliate Committee members, Project LEAP students, consumer input group participants, needs assessment survey participants, and needs assessment focus group participants who are living with HIV.

AUTHORITY

Consumer input group participants, needs assessment survey participants, and needs assessment focus group participants who are living with HIV can receive an incentive but it must be purchased as described in Health Services and Resource Administration Policy Clarification Notice (PCN) #16-02: Eligible Individuals & Allowable Uses of Funds: store gift cards, vouchers, coupons, or tickets that can be exchanged for a specific service or commodity (e.g., food or transportation) must be used. Store gift cards that can be redeemed at one merchant or an affiliated group of merchants for specific goods or services that further the goals and objectives of the RWHAP are also allowable as incentives for eligible program participants. Health Services and Resource Administration (HRSA) RWHAP recipients are advised to administer voucher and store gift card programs in a manner which assures that vouchers and store gift cards cannot be exchanged for cash or used for anything other than the allowable goods or services, and that systems are in place to account for disbursed vouchers and store gift cards.

PROCESS

Office of Support staff will provide procedures and internal controls for gift cards, including but not limited to:

- Documented processes for purchasing, requesting, distributing, and tracking of gift cards held by Office of Support staff.
- Gift cards for all grant participation incentives will meet the following qualifications:
 - Eligible participants are people living with HIV

- Participants in consumer input meetings must actively engage in event/meeting that furthers the goals and objectives of the RWHAP.

No member of the Ryan White Planning Council or Affiliate Committee member, Project LEAP student, or any other Council-related volunteer, may accept an honorarium, incentive or other form of gratuity for services performed in connection to his or her service to the Council. This does not pertain to reimbursements for travel, meals, hotel or other expenses incurred in performance of these services. If an honorarium is sent, the recipient is to turn it in to the Office of Support who will return the check with a letter declining the check and a suggestion that the money be distributed to an HIV organization, such as those listed in the Blue Book.

Members Eligible to Run for Chair of the 2022 Ryan White Planning Council

(as of 10-21-21)

According to Council Policy 500.01 regarding election of officers: "Ryan White Part A, B and State Services funded providers/employees/subcontractors/Board Members and/or employees/subcontractors of the Grantees for these entities shall not be eligible to run for office of Chair of the Ryan White Planning Council. Candidates will have served as an appointed member of the RWPC for the preceding twelve (12) months and, if needed, have been reappointed by the CEO. One of the three officers must be a self-identified HIV positive person. "Nominations for all three positions: Council Chair, Vice Chair and Secretary, must be submitted to the Director of the Office of Support before the end of the November Steering Committee or at the December Council meeting, which is the day of the election.

Eligible To Run for Chair (* must be reappointed):

Veronica Ardoin
Rosalind Belcher*
Skeet Boyle
Johanna Castillo
Enrique Chavez*
Tony Crawford
Bobby Cruz*
Johnny Deal
Ronnie Galley*
Peta-gay Ledbetter
Tom Lindstrom
Roxane May*
Holly Renee McLean
Josh Mica
Diana Morgan
Pete Rodriguez
Robert Sliepka
Crystal Starr
Bruce Turner*
Andrew Wilson*

Not Eligible To Run for Chair

Kevin Aloysius* (Legacy Community Health)
Kimberley Collins (City of Houston)
Ahmier Gibson-conflicted? Unable to locate
Dawn Jenkins*-conflicted (Harris Health System)
Daphne Jones*-conflicted (City of Houston)
Denis Kelly-conflicted (Avenue 360)
Nkechi Onyewuenyi-conflicted (Legacy Community Health)
Matilda Padilla-conflicted (AIDS Healthcare Foundation)
Shital Patel*-conflicted (Harris Health System)
Oscar Perez*-conflicted (Avenue 360)
Paul Richards (joined Fall 2021)
Faye Robinson*-conflicted (City of Houston)
Imran Shaikh-conflicted (City of Houston)*
Steven Vargas* (contractor for Proyecto VIDA with the Office of Support)

SLATE OF NOMINEES

As of Tuesday, October 26, 2021, the following people have been nominated and accepted the nomination to run for an officer position on the 2022 Ryan White Planning Council:

Chair:

Crystal Starr

Vice Chair:

Skeet Boyle

Secretary:

Kevin Aloysius
Denis Kelly

FYI

In an effort to save paper, most of the following pages are two sided.

INFORMATION FROM THE TEXAS STRIKE FORCE

Provided by Allen Murray on 10-18-21

FYI: Recently, the Texas Strike Force had a meeting with Commissioner Imelda Garcia from the Texas Department of State Health Services (DSHS). See below for a list of their requests.

----- Forwarded Message -----

From: "Venita Ray" <venita@pwn-usa.org>

To: "Garcia, Imelda M (DSHS)" <ImeldaM.Garcia@dshs.texas.gov>

Sent: Mon, Oct 25, 2021 at 9:06 AM

Subject: Texas Strike Force Follow up - Response Requested by Nov. 30th

Good morning Imelda. I hope you had a wonderful weekend. Thank you again for sharing space with us last week. Please see below our list of asks we made on the call. We request a written response by Nov. 30th.

1. Provide quarterly written and oral program budget updates to the Texas Strike Force in a timely manner that allows us an opportunity to provide feedback and to ask follow up questions. We are asking DSHS to provide this to ensure the Texas HIV Medication Program is solvent beyond the next two years.
2. Retain the seventeen (17) medications that were considered to be removed from the formulary. We want there to be no changes and, if this still needs to be discussed, we ask the Medication Advisory Committee to form an ad hoc sub-committee to revisit the changes and include the Texas Strike Force.
3. Provide concrete steps and a timeline to reduce the waitlist (backlog). We further request that the Texas HIV Medication Program outline how long it takes for applications to be processed and to work towards a goal of 30-60 days processing time for applications. We also want to ensure that there is an opportunity for applicants to correct any missing items to their applications rather than being automatically denied for minor mistakes.
4. Establish a community engagement partnership with the Texas Strike Force to ensure ongoing accountability between DSHS and the community. We request that staff of the Texas HIV Medication Program attend our meetings and allow us to provide feedback and input to any proposed changes to the program, and allow people living with HIV to be the primary voices driving decisions of the program. DSHS would be required to respond to our concerns in writing or in person during our meetings.
5. Implement HRSA's recent guidance, Policy Clarification Notice 21-02, *Determining Client Eligibility and Payor of Last Resort in the Ryan White HIV/AIDS Program (RWHAP)*, to eliminate the 6 month recertification requirement. If DSHS is not implementing the guidance, provide justification for that decision.
6. Revise the agenda for the Medication Advisory Committee to allow public comment at an earlier time during the meeting.

We look forward to hearing from you.

Thanks