

**Houston Area HIV Services Ryan White Planning Council**  
**Office of Support**  
**1310 Prairie Street, Suite 800, Houston, Texas 77002**  
**832 927-7926 telephone; <http://rwpchouston.org>**

MEMORANDUM

To: Steering Committee Members:  
Josh Mica, he/him/él, Chair  
Skeet Boyle, Vice Chair  
Ryan Rose, Secretary  
Johnny Deal, Co-Chair, Affected Community Committee  
Carol Suazo, Co-Chair, Affected Community Committee  
Kenia Gallardo, Co-Chair, Comprehensive HIV Planning Committee  
Robert Sliepka, Co-Chair, Comprehensive HIV Planning Committee  
Cecilia Ligons, Co-Chair, Operations Committee  
Crystal R. Starr, Co-Chair, Operations Committee  
Peta-gay Ledbetter, Co-Chair, Priority and Allocations Committee  
Rodney Mills, Co-Chair, Priority and Allocations Committee  
Tana Pradia, Co-Chair, Quality Improvement Committee  
Pete Rodriguez, Co-Chair, Quality Improvement Committee

Copy: Glenn Urbach  
Mauricia Chatman  
Francisco Ruiz  
Tiffany Shepherd  
Patrick Martin

Diane Beck  
Jason Black  
**EMAIL ONLY:**  
Sha'Terra Johnson  
David Williams

From: Tori Williams

Date: Tuesday, March 26, 2024

Re: Meeting Announcement

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We look forward to seeing you for the following meeting:

**Ryan White Steering Committee Meeting**

12 noon, Thursday, April 4, 2024

**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

**In-Person:** Please join us at Bering Church, 1440 Harold St., Houston, Texas 77006

Please park and enter from behind the building on Hawthorne Street.

Please contact Rod to RSVP, even if you cannot attend, and let her know if you prefer to participate virtually or in person. Rod can be reached by telephone at: 832 927-7926 or by email at: [Rodriga.Avila@harriscountytexas.gov](mailto:Rodriga.Avila@harriscountytexas.gov). Thank you!

# HOUSTON AREA HIV SERVICES RYAN WHITE PLANNING COUNCIL



## STEERING COMMITTEE

### AGENDA

12 noon, Thursday, April 4, 2024

Join Zoom Meeting by clicking onto:

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Meeting ID: 857 8218 9192

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Or, dial in by calling 346 248-7799

- I. Call to Order Josh Mica, he/him/él, Chair  
RW\* Planning Council
  - 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
  
- 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 Kenia Gallardo, she/her/hers &  
Robert Sliepka, he/him/they,  
*Item:* 2024 Houston HIV Needs Assessment  
*Recommended Action:* FYI: Staff has collected over 400 surveys from people with lived experience. Data collection will end when ~ 585 surveys have been completed. Please encourage friends to take the survey online by distributing the email that Diane sent last month.  
  
*Item:* 2024 Houston Area HIV Epidemiological Profile  
*Recommended Action:* FYI: Work began on the 2024 Houston Area HIV Epidemiological Profile last week.  
  
*Item:* EHE/Integrated Planning Body  
*Recommended Action:* FYI: Soon, the March 2024 Summary of Activities from the EHE/Integrated Planning Body Committees and Workgroups will be distributed to all Council and CPG members and others. The Leadership Team for the Planning Body will meet at a date to be determined in April.

- B. Affected Community Committee  
*Item:* Road 2 Success  
*Recommended Action:* FYI: The Committee has hosted Road 2 Success events at three locations in English and one location in Spanish. Participants total 103 and there are at least two more presentations scheduled. Members of the Committee host the event where participants win small prizes playing Blue Book JEOPARDY and learn about the Ryan White consumer complaint process, Project LEAP, Proyecto VIDA and the Planning Council.
- Johnny Deal, he/him/his &  
Carol Suazo, she/her/ella,  
Co-Chairs
- C. Quality Improvement Committee  
*Item:* Criteria for Justifying the FY 2025 Service Categories  
*Recommended Action:* **Motion:** Approve the attached criteria for justifying the FY 2025 Ryan White service categories during the FY 2025 How To Best Meet the Need process.
- Item:* FY 2025 How To Best Meet the Need Process  
*Recommended Action:* FYI: The FY 2025 How to Best Meet the Need process will begin on Monday, April 15<sup>th</sup> with possible Special Workgroup meetings related to Respite Care and Medical Meals. Currently funded services will be Reviewed on Tuesday and Wednesday, April 16<sup>th</sup> and 17<sup>th</sup>. Please see the enclosed calendar with meeting dates and services to be discussed. Although all meetings will be in hybrid format, please sign up with Rod or Diane to attend these meetings so that staff can determine the room set up.
- Item:* Reports from the Administrative Agent – Part A/MAI\*  
*Recommended Action:* FYI: See the attached reports from the Part B/ State Services (SS) Administrative Agent:
- FY23 Procurement Part A & MAI\*\*, dated 03/14/24
  - FY23 Service Utilization Part A & MAI\*\*, dated 03/14/24
  - FY23 Clinical Quality Management - A, last quarter, dated 03/06/24
  - FY23 Clinical Quality Management - B, last quarter, dated 03/06/24
- Item:* Reports from Administrative Agent – Part B/SS\*\*\*  
*Recommended Action:* FYI: See the attached reports from the Part B/ State Services (SS) Administrative Agent:
- FY23-24 Procurement Part B, dated 03/14/24
  - FY23-24 Procurement SS\*\*\*, dated 03/13/24
  - FY23 Health Insurance Program Report, dated 03/01/24
- D. Priority and Allocations Committee  
The Committee did not meet in March so no report.
- Peta-gay Ledbetter, she/her/hers  
and Rodney Mills, he/him/his,  
Co-Chairs

- E. Operations Committee  
*Item:* Ryan White Bylaws and Policies  
*Recommended Action:* FYI: The Committee will dedicate this year to reviewing all Ryan White policies, as well as the bylaws. All are welcome to submit suggested corrections and revisions.

Cecilia Ligons, she/her/hers &  
 Crystal R. Starr, she/her/hers,

*Item:* Personnel Subcommittee of the Operations Committee  
*Recommended Action:* FYI: All Council and Affiliate Committee members should have received a survey asking about previous management experience. Please respond to the survey as soon as possible. The Operations Committee is trying to select members who have management experience, as well as those with lived experience and others, to serve on the Personnel Subcommittee that is tasked with screening and recommending the new Manager of the Office of Support.

*Item:* Read AI Information  
*Recommended Action:* FYI: In view of some of the newer forms of technology, Council member Glen Hollis will be providing the Operations Committee with information about *Read AI* at 11:00 am on May 14, 2024. All are welcome to sit in on the session. The Committee will also be reviewing DSHS' policy regarding the use of this type of technology and the possible need for the Council to develop a policy.

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|------|---------------------------------------------|----------------------------------------------------|
| V.   | Report from the Office of Support           | Tori Williams, she/her/hers,<br>Director           |
| VI.  | Report from Ryan White Grant Administration | Glenn Urbach, he/him/his,<br>Manager               |
| VII. | Report from The Resource Group              | Sha'Terra Johnson, she/her/hers,<br>Health Planner |
| IX.  | Announcements                               |                                                    |
| X.   | Adjournment                                 |                                                    |

\* RW = Ryan White  
 \*\*MAI = Minority AIDS Initiative funding  
 \*\*\* SS = State Services funding

# HOUSTON AREA HIV SERVICES RYAN WHITE PLANNING COUNCIL



## STEERING COMMITTEE

### MINUTES

12 noon, Thursday, March 7, 2024

Meeting Location: Bering Church 1440 Harold Street; Houston, TX and Zoom teleconference

MEMBERS PRESENT	OTHERS PRESENT	STAFF PRESENT
Josh Mica, he/him/él, Chair	Conlee Stone	<i>Ryan White Grant Administration</i>
Skeet Boyle, Vice Chair		Glenn Urbach
Ryan Rose, Secretary		Mauricia Chatman
Johnny Deal		
Carol Suazo		<i>The Resource Group</i>
Kenia Gallardo		Sha'Terra Johnson
Robert Sliepka		Maylynne Gonzalez, TRG Intern
Cecilia Ligons		
Crystal R. Starr		<i>Office of Support</i>
Peta-gay Ledbetter		Tori Williams
Rodney Mills		Diane Beck
Tana Pradia		
Pete Rodriguez		

**Call to Order:** Josh Mica, he/him/él, Chair, called the meeting to order at 12:01 p.m.

During the opening remarks, Mica thanked those who are participating in the EHE/Integrated Planning body. He continued by stating that in February, staff oriented the committees and workgroups, with March being dedicated to working on goals and activities, which should be interesting. If someone is not part of this effort and they wish to be, please see Tori or Beth to find a committee or workgroup that matches your interests. Also, please note that there will be a joint meeting of the Quality Improvement, Affected Community, and Priority and Allocations Committees at 2 pm on Tuesday, March 19th. All are invited to participate because the criteria that is selected will determine the FY 2025 service categories that the Ryan White Program will provide. This is a very important part of the planning process so please attend the meeting if possible.

Mica continue by reminding members that after the Council adjourns on Thursday, April 11th, there will be a How to Best Meet the Need training. Staff from the Ryan White Grant Administration will talk about how services funded by EHE dollars interface with Part A funded programs. Also, Evelio will provide some national data that is going to be a part of the discussion in the workgroup meetings. The training will be interesting and very helpful as the Council starts making decisions for FY 2025. All members, especially new Council members, are encouraged to attend.

Mica then called for a Moment of Reflection.

Those selected to represent their committee at the meeting were: Suazo for Affected Community, Sliepka for Comprehensive HIV Planning, Starr for Operations, Ledbetter for Priority and Allocations and Pradia

for Quality Improvement.

**Adoption of the Agenda:** **Motion #1:** *it was moved and seconded (Ligons, Rose) to adopt the agenda.*  
**Motion carried.**

**Approval of the Minutes:** **Motion #2:** *it was moved and seconded (Ligons, Starr) to approve the February 1, 2024 minutes.* **Motion carried.** Abstention: Gallardo.

**Public Comment and Announcements:** None.

### **Reports from Committees**

**Comprehensive HIV Planning Committee:** Kenia Gallardo, Co-Chair, reported on the following:  
RW Standing Committee Orientation: All RW\* Committees dedicated the first portion of their February meeting to general orientation, which included a review of the purpose of the committee, as well as the definition of conflict of interest, requirements of the Open Meetings Act, Petty Cash restrictions, work products, meeting dates and more.

2022-26 EHE/Integrated HIV Prevention and Care Plan: See the attached, February 2024 Summary Report for the Leadership Team. For those who wish to join the EHE/Integrated Planning body, please fill out and submit the attached membership form to Tori, or go online to submit the form at: [rwpchouston.org](http://rwpchouston.org).

**Affected Community Committee:** Johnny Deal, Co-Chair, reported on the following:  
Committee Orientation: The Committee reviewed the purpose of the Council, public hearings and committee participation in health fairs. (Note: The committee changed its monthly meeting to 11:00 am on the second Monday after Council meets.)

2022-26 EHE/Integrated HIV Prevention and Care Plan: In an effort to work more efficiently, the Affected Community Committee agreed to combine their monthly meeting with the Consumer & Community Workgroup of the EHE/Integrated Planning body.

Road 2 Success: The Committee will be hosting Road 2 Success events at San Jacinto Apartments and, thanks to Carol Suazo, at the March English and Spanish speaking meetings with Catholic Charities' HOPWA clients.

Committee Vice Chair: Ryan Rose was elected as the Vice Chair for the Committee.

**Quality Improvement Committee:** Pete Rodriguez, Co-Chair, reported on the following:  
2024 Assessment of the Administrative Mechanism: **Motion#3:** *Approve the attached checklist for the 2024 Assessment of the Administrative Mechanism.* **Motion Carried.**

Reports from the Administrative Agents: Both the Quality Improvement and the Priority and Allocations Committee members participated in the attached training presentations from the Part A/MAI and the Part B/State Services Administrative Agents. The presentations showed members how to read procurement, service utilization and other reports.

Committee Vice Chair: Denis Kelly was elected as the Vice Chair for the Committee.

**Priority and Allocations Committee:** Rodney Mills, Co-Chair, reported on the following:  
Reports from Administrative Agent – Part A/ Minority AIDS Initiative (MAI): See the attached reports:

- FY23 Procurement Part A & MAI, dated 02/20/24
- FY23 Service Utilization Part A & MAI, dated 02/09/24



## 2024 Steering Committee Voting Record for Meeting Date 03/07/24

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 Agenda Carried				Motion #2 Minutes Carried				Motion #3 2024 Checklist for AA assessment Carried				Motion #4 2024 Unobligated & carryover funds Carried				Motion #5 FY25 Guiding Principles & Criteria Carried				Motion #6 Add Confidentiality Stmt to Sign In Carried			
	Absent	Yes	No	Abstain	Absent	Yes	No	Abstain	Absent	Yes	No	Abstain	Absent	Yes	No	Abstain	Absent	Yes	No	Abstain	Absent	Yes	No	Abstain
Josh Mica, Chair				C				C				C				C				C				C
Skeet Boyle, Vice Chair ja 12:18 pm	X				X				X				X							X	X			
Ryan Rose, Secretary		X				X				X				X				X				X		
Carol Suazo, Aff		X				X				X				X				X				X		
Robert Sliepka, Comp		X				X				X				X				X				X		
Crystal Starr, Op		X				X				X				X				X				X		
Peta-gay Ledbetter, PA		X				X				X				X				X				X		
Tana Pradia, QI		X				X				X				X				X				X		
<b>Non-voting members at the meeting:</b>																								
Johnny Deal, Aff																								
Kenia Gallardo, Comp								X																
Cecilia Ligons, Op																								
Rodney Mills, PA																								
Pete Rodriguez, QI																								



Quality  
Improvement  
Committee

<p><b>Service Category</b></p>	<p><b>Is this a core service?</b> If no, how does the service support access to core services &amp; support clients achieving improved outcomes?</p>	<p><b>How does this service assist individuals not in care* to access primary care?</b>  *EIIHA: Early Identification of Individuals with HIV/AIDS seeks to identify the status-unaware and link them into care  *Unmet Need: Individuals diagnosed with HIV but with no evidence of care for 12 months  *Continuum of Care: The continuum of interventions that begins with outreach and testing and concludes with HIV viral load suppression is generally referred to as the Continuum of HIV Care or Care Treatment Cascade.  *Ending the HIV Epidemic: The local plan to end new HIV transmissions by addressing four strategies – diagnose, treat, prevent, and respond.</p>	<p><b>Documentation of Need</b>  (Sources of Data include: America’s HIV Epidemic Analysis (AHEAD.HIV.gov), Ryan White HIV/AIDS Program Compass Dashboard (ryanwhite.hrsa.gov/data/dashboard), 2020 Needs Assessment, 2022-2026 Integrated Plan, 2021 Ending the HIV Epidemic Plan, 2023 Outcome Measures, 2020 Chart Reviews, Clinical Quality Management Committee reports, Special Studies, Surveys and HIV and COVID-19 related documents and more)  Which populations experience disproportionate need for and/or barriers to accessing this service?</p>	<p><b>Identify non-Ryan White Part A, Part B/ non-State Services, or Ending the HIV Epidemic initiative funding sources to identify if there is duplicate/alternative funding or the need to fill in a gap.</b>  Is this service typically covered under a Qualified Health Plan (QHP)?</p>	<p><b>Justify the use of Ryan White Part A, Part B and State Services funds for this service.</b>  <b>Is this a duplicative service or activity?</b>  <b>Is this service culturally appropriate for clients living with HIV?</b></p>	<p><b>Service Efficiency</b> <b>Can we make this service more efficient? For:</b> a) Clients b) Providers  <b>Can we bundle this service?</b>  <b>Has a recent capacity issue been identified?</b>  <b>Does this service assist special populations to access primary care?</b> <i>Examples:</i> a) Youth transitioning into adult care b) Recently released individuals c) Postpartum individuals no longer needing OB care d) Transgender individuals e) Aging adults (50+) f) Other marginalized populations</p>	<p><b>Recommendation(s)</b>  As part of the 2022 Integrated HIV Prevention and Care Services Plan, it is recommended that the Racial Justice Health Services Assessment and the Quality of Life Assessment be developed and piloted.</p>
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**Part 1: Services offered by Ryan White Part A, Part B, and State Services in the Houston EMA/HSDA as of 03-14-23**

**Ambulatory/Outpatient Primary Medical Care (incl. Vision):**

<p><b>CBO, Adult – Part A, Including LPAP, MCM, EFA-Pharmacy, Outreach &amp; Service Linkage</b> (Includes OB/GYN) <i>See below for Public Clinic, Rural, and Vision.</i></p>	<p>___ Yes ___ No</p>	<p><input checked="" type="checkbox"/> EIIHA <input checked="" type="checkbox"/> EHE <input checked="" type="checkbox"/> Unmet Need <input checked="" type="checkbox"/> Continuum of Care (CoC) <input checked="" type="checkbox"/> CoC RW eligible consumers <input checked="" type="checkbox"/> CoC all PLWH in EMA/HSDA</p>		<p>Covered under QHP? <input checked="" type="checkbox"/> Yes ___ No</p>	<p><b>Justify the use of funds:</b>  <b>Is this a duplicative service or activity?</b></p>	<p><b>Can we make this service more efficient?</b>  <b>Can we bundle this service?</b>  <b>Has a recent capacity issue been identified?</b>  <b>Does this service assist special populations to access primary care?</b></p>	
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‡ Service Category for Part B/State Services only.

**FY 2025 HOW TO BEST MEET THE NEED WORKGROUP SCHEDULE** *(Revised 03-25-24)*

**TRAINING FOR ALL PARTICIPANTS**

**How to Use the Data for HTBMN – 1:30 p.m., Thursday, April 11, 2024**

**Participate in person:** Bering Church, 1440 Harold St, Houston, 77006  
(parking and entrance behind the church on Hawthorne St)

**or Participate by Zoom:** <https://bit.ly/FY25-HTBMN> (meeting ID: 825 9965 0688 passcode: 554852)

Workgroup packets are available at [rwpchouston.org](http://rwpchouston.org) on the [Calendar](#) for each date below (packets are in pdf format & posted as they become available).

<i>Special Workgroup</i> Monday, April 15 @ 1:30 pm	<i>Workgroup 1</i> Tuesday, April 16 @ 10:30 a.m.	<i>Workgroup 2</i> Tuesday, April 16 @ 1:30 p.m.	<i>Workgroup 3</i> Wednesday, April 17 @ 2:00 p.m.	<i>Workgroup 4</i> Monday, May 13 @ 11:00 a.m.
<b>Participate in person or by Zoom:</b> <a href="https://us02web.zoom.us/j/8899837982">https://us02web.zoom.us/j/8899837982</a> Meeting ID: 889 983 7982 <b>Or, by telephone:</b> 346 248-7799	<b>Participate in person or by Zoom:</b> <a href="https://us02web.zoom.us/j/8899837982">https://us02web.zoom.us/j/8899837982</a> Meeting ID: 889 983 7982 <b>Or, by telephone:</b> 346 248-7799	<b>Participate in person or by Zoom:</b> <a href="https://us02web.zoom.us/j/8899837982">https://us02web.zoom.us/j/8899837982</a> Meeting ID: 889 983 7982 <b>Or, by telephone:</b> 346 248-7799	<b>Participate in person or by Zoom:</b> <a href="https://us02web.zoom.us/j/8899837982">https://us02web.zoom.us/j/8899837982</a> Meeting ID: 889 983 7982 <b>Or, by telephone:</b> 346 248-7799	<b>Participate in person or by Zoom:</b> <a href="https://us02web.zoom.us/j/8899837982">https://us02web.zoom.us/j/8899837982</a> Meeting ID: 889 983 7982
<b>Group Leaders:</b> TBA	<b>Group Leaders:</b> TBA	<b>Group Leaders:</b> TBA	<b>Group Leaders:</b> TBA	<b>Group Leaders:</b> TBA
<b><u>SERVICE CATEGORIES:</u></b> Respite Care Services Food Bank/Home Delivered Meals	<b><u>SERVICE CATEGORIES:</u></b> Ambulatory/Outpatient Medical Care (includes Emergency Financial Assistance-Pharmacy, Local Pharmacy Assistance, Medical Case Management, Outreach and Service Linkage) – Adult and Rural Case Management - Clinical Case Management - Non-Medical (Service Linkage at Test Sites) Referral for Health Care <sup>‡</sup> (ADAP eligibility workers) Vision Care	<b><u>SERVICE CATEGORIES:</u></b> <b>Health Insurance Premium &amp; Co-pay Assistance</b> Medical Nutritional Therapy and Supplements Mental Health Services <sup>‡</sup> Oral Health – Rural & Untargeted <sup>‡</sup> Substance Abuse Treatment/ Counseling Case Management - Non-Medical <sup>‡</sup> (Targeting Substance Use Disorder)	<b><u>SERVICE CATEGORIES:</u></b> Emergency Financial Assistance - Other Hospice Linguistic Services <sup>‡</sup> Referral for Health Care <sup>‡</sup> (for the incarcerated) Transportation (Van-based -- untargeted and rural)	<b><u>SERVICE CATEGORIES:</u></b> Blue Book

Categories in **BOLD** print are due to be RFP'd

<sup>‡</sup> Service Category for Part B/State Services (SS) only; Part B/SS categories are RFP'd every three to five years. To confirm info for Part B/SS, call 713 526-1016.

Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation	July Adjustments (carryover)	August 10% Rule Adjustments (f)	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
<b>1</b>	<b>Outpatient/Ambulatory Primary Care</b>	<b>10,965,788</b>	<b>460,625</b>	<b>535,679</b>	<b>0</b>	<b>-283,680</b>	<b>0</b>	<b>11,678,412</b>	<b>45.56%</b>	<b>11,678,412</b>	<b>0</b>		<b>8,662,473</b>	<b>74%</b>	<b>92%</b>
1.a	Primary Care - Public Clinic (a)	3,927,300	182,397					4,109,697	16.03%	4,109,697	0	3/1/2023	\$3,164,420	77%	92%
1.b	Primary Care - CBO Targeted to AA (a) (e) (f)	1,064,576	49,443	182,131				1,296,150	5.06%	1,296,150	0	3/1/2023	\$1,150,716	89%	92%
1.c	Primary Care - CBO Targeted to Hispanic (a) (e)	910,551	42,289	155,347				1,108,187	4.32%	1,108,187	0	3/1/2023	\$1,554,698	140%	92%
1.d	Primary Care - CBO Targeted to White/MSM (a) (e)	1,147,924	53,314	198,201				1,399,439	5.46%	1,399,439	0	3/1/2023	\$535,552	38%	92%
1.e	Primary Care - CBO Targeted to Rural (a) (e)	1,100,000	51,088			-228,730		922,358	3.60%	922,358	0	3/1/2023	\$682,400	74%	92%
1.f	Primary Care - Women at Public Clinic (a)	2,100,000	97,531					2,197,531	8.57%	2,197,531	0	3/1/2023	\$1,186,012	54%	92%
1.g	Primary Care - Pediatric (a.1)	15,437	-15,437					0	0.00%	0	0	3/1/2023	\$0	0%	0%
1.h	Vision	500,000	0			-54,950		445,050	1.74%	445,050	0	3/1/2023	\$388,675	87%	92%
1.x	Primary Care Health Outcome Pilot	200,000	0			0		200,000	0.78%	200,000	0	3/1/2023	\$0	0%	92%
<b>2</b>	<b>Medical Case Management</b>	<b>1,880,000</b>	<b>-97,859</b>	<b>63,063</b>	<b>0</b>	<b>-96,974</b>	<b>0</b>	<b>1,748,230</b>	<b>6.82%</b>	<b>1,748,230</b>	<b>0</b>		<b>1,296,683</b>	<b>74%</b>	<b>92%</b>
2.a	Clinical Case Management	531,025	0	63,063		35,176		629,264	2.46%	629,264	0	3/1/2023	\$512,868	82%	92%
2.b	Med CM - Public Clinic (a)	301,129	0					301,129	1.17%	301,129	0	3/1/2023	\$239,634	80%	92%
2.c	Med CM - Targeted to AA (a) (e)	183,663	0					183,663	0.72%	183,663	0	3/1/2023	\$132,954	72%	92%
2.d	Med CM - Targeted to H/L (a) (e)	183,665	0					183,665	0.72%	183,665	0	3/1/2023	\$52,258	28%	92%
2.e	Med CM - Targeted to W/MSM (a) (e)	66,491	0					66,491	0.26%	66,491	0	3/1/2023	\$51,093	77%	92%
2.f	Med CM - Targeted to Rural (a)	297,496	0			-62,150		235,346	0.92%	235,346	0	3/1/2023	\$111,116	47%	92%
2.g	Med CM - Women at Public Clinic (a)	81,841	0					81,841	0.32%	81,841	0	3/1/2023	\$146,911	180%	92%
2.h	Med CM - Targeted to Pedi (a.1)	97,859	-97,859					0	0.00%	0	0	3/1/2023	\$0	0%	0%
2.i	Med CM - Targeted to Veterans	86,964	0			-70,000		16,964	0.07%	16,964	0	3/1/2023	\$4,204	25%	92%
2.j	Med CM - Targeted to Youth	49,867	0					49,867	0.19%	49,867	0	3/1/2023	\$45,645	92%	92%
<b>3</b>	<b>Local Pharmacy Assistance Program</b>	<b>2,067,104</b>	<b>0</b>	<b>0</b>	<b>-37,920</b>	<b>12,178</b>	<b>0</b>	<b>2,041,362</b>	<b>7.96%</b>	<b>2,041,362</b>	<b>0</b>		<b>\$1,620,378</b>	<b>79%</b>	<b>92%</b>
3.a	Local Pharmacy Assistance Program-Public Clinic (a) (e)	367,104	0					367,104	1.43%	367,104	0	3/1/2023	\$205,472	56%	92%
3.b	Local Pharmacy Assistance Program-Untargeted (a) (e)	1,700,000	0		-37,920	12,178		1,674,258	6.53%	1,674,258	0	3/1/2023	\$1,414,905	85%	92%
<b>4</b>	<b>Oral Health</b>	<b>166,404</b>	<b>0</b>	<b>30,429</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>196,833</b>	<b>0.77%</b>	<b>196,833</b>	<b>0</b>		<b>177,200</b>	<b>90%</b>	<b>92%</b>
4.b	Oral Health - Targeted to Rural	166,404	0	30,429				196,833	0.77%	196,833	0	3/1/2023	\$177,200	90%	92%
<b>5</b>	<b>Health Insurance (c)</b>	<b>1,383,137</b>	<b>223,222</b>	<b>479,154</b>	<b>0</b>	<b>94,004</b>	<b>0</b>	<b>2,179,517</b>	<b>8.50%</b>	<b>2,179,517</b>	<b>0</b>		<b>\$1,539,315</b>	<b>71%</b>	<b>92%</b>
<b>7</b>	<b>Medical Nutritional Therapy (supplements)</b>	<b>341,395</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>341,395</b>	<b>1.33%</b>	<b>341,395</b>	<b>0</b>		<b>\$265,140</b>	<b>78%</b>	<b>92%</b>
<b>10</b>	<b>Substance Abuse Services - Outpatient (c)</b>	<b>45,677</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-20,677</b>	<b>0</b>	<b>25,000</b>	<b>0.10%</b>	<b>25,000</b>	<b>0</b>		<b>\$23,513</b>	<b>94%</b>	<b>92%</b>
<b>13</b>	<b>Non-Medical Case Management</b>	<b>1,267,002</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-72,790</b>	<b>0</b>	<b>1,194,212</b>	<b>4.66%</b>	<b>1,194,212</b>	<b>0</b>		<b>\$1,280,569</b>	<b>107%</b>	<b>92%</b>
13.a	Service Linkage targeted to Youth	110,793	0			-15,500		95,293	0.37%	95,293	0	3/1/2023	\$76,880	81%	92%
13.b	Service Linkage targeted to Newly-Diagnosed/Not-in-Care	100,000	0			-46,500		53,500	0.21%	53,500	0	3/1/2023	\$40,732	76%	92%
13.c	Service Linkage at Public Clinic (a)	370,000	0					370,000	1.44%	370,000	0	3/1/2023	\$388,860	105%	92%
13.d	Service Linkage embedded in CBO Pcare (a) (e)	686,209	0			-10,790		675,419	2.64%	675,419	0	3/1/2023	\$774,097	115%	92%
<b>14</b>	<b>Medical Transportation</b>	<b>424,911</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-70,024</b>	<b>0</b>	<b>354,887</b>	<b>1.38%</b>	<b>354,887</b>	<b>0</b>		<b>\$317,742</b>	<b>90%</b>	<b>92%</b>
14.a	Medical Transportation services targeted to Urban	252,680	0					252,680	0.99%	252,680	0	3/1/2023	\$222,128	88%	92%
14.b	Medical Transportation services targeted to Rural	97,185	0					97,185	0.38%	97,185	0	3/1/2023	\$95,614	98%	92%
14.c	Transportation vouchering (bus passes & gas cards)	75,046	0			-70,024		5,022	0.02%	5,022	0	3/1/2023	\$0	0%	92%
<b>15</b>	<b>Emergency Financial Assistance</b>	<b>1,653,247</b>	<b>485,889</b>	<b>180,337</b>	<b>37,920</b>	<b>665,735</b>	<b>0</b>	<b>3,023,128</b>	<b>11.79%</b>	<b>3,023,128</b>	<b>0</b>		<b>\$3,374,905</b>	<b>112%</b>	<b>92%</b>
15.a	EFA - Pharmacy Assistance	1,553,247	485,889	180,337	37,920	690,735		2,948,128	11.50%	2,948,128	0	3/1/2023	\$3,317,631	113%	92%
15.b	EFA - Other	100,000	0			-25,000		75,000	0.29%	75,000	0	3/1/2023	\$57,274	76%	92%
<b>17</b>	<b>Outreach</b>	<b>420,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>420,000</b>	<b>1.64%</b>	<b>420,000</b>	<b>0</b>		<b>\$170,755</b>	<b>41%</b>	<b>92%</b>
FY23_RW_DIR	<b>Total Service Dollars</b>	<b>20,614,665</b>	<b>1,071,877</b>	<b>1,288,662</b>	<b>0</b>	<b>227,772</b>	<b>0</b>	<b>23,202,976</b>	<b>90.53%</b>	<b>23,202,976</b>	<b>0</b>		<b>18,728,672</b>	<b>81%</b>	<b>92%</b>
	<b>Grant Administration</b>	<b>2,208,914</b>	<b>18,000</b>	<b>0</b>	<b>0</b>	<b>-171,947</b>	<b>0</b>	<b>2,054,967</b>	<b>8.02%</b>	<b>2,054,967</b>	<b>0</b>	<b>N/A</b>	<b>1,676,966</b>	<b>82%</b>	<b>92%</b>
FY23_RW_ADMIN	HCPH/RWGA Section (including indirect \$169,915)	1,686,659	0	0	0	-171,947	0	1,514,712	5.91%	1,514,712	0	N/A	\$1,169,427	77%	92%
FY23_RW_ADMIN	RWPC Support	522,255	18,000	0	0	0	0	540,255	2.11%	540,255	0	N/A	507,539	94%	92%
FY23_RW_QM	<b>Quality Management</b>	<b>428,695</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(55,825)</b>	<b>0</b>	<b>372,870</b>	<b>1.45%</b>	<b>372,870</b>	<b>0</b>	<b>N/A</b>	<b>\$344,041</b>	<b>92%</b>	<b>92%</b>
		<b>23,252,274</b>	<b>1,089,877</b>	<b>1,288,662</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,630,813</b>	<b>100.00%</b>	<b>25,630,813</b>	<b>0</b>		<b>20,749,679</b>	<b>81%</b>	<b>92%</b>
									Unallocated	Unobligated					92%
	<b>Part A Grant Award (without Carryover):</b>	<b>24,342,151</b>	<b>Carryover:</b>	<b>1,288,662</b>	<b>0</b>	<b>0</b>	<b>Total Part A:</b>	<b>25,630,813</b>	<b>0</b>	<b>0</b>					

Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation	July Adjustments (carryover)	August 10% Rule Adjustments (f)	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	
		<b>Original Allocation</b>	<b>Award Reconciliation</b>	<b>July Adjustments (carryover)</b>	<b>August 10% Rule Adjustments (f)</b>	<b>October Adjustments</b>	<b>Final Quarter Adjustments</b>	<b>Total Allocation</b>	<b>Percent</b>	<b>Total Expended on Services</b>	<b>Percent</b>	<b>Award Category</b>	<b>Award Amount</b>	<b>Amount Spent</b>	<b>Balance</b>	
	<b>Core</b> (must not be less than 75% of total service dollars)	16,849,505	585,988	1,108,325	-37,920	-295,149	0	18,210,749	78.48%	13,584,701	72.53%	Formula			0	
	<b>Non-Core</b> (may not exceed 25% of total service dollars)	3,765,160	485,889	180,337	37,920	522,921	0	4,992,227	21.52%	5,143,971	27.47%	Supplemen			0	
	<b>Total Service Dollars</b> (does not include Admin and QM)	20,614,665	1,071,877	1,288,662	0	227,772	0	23,202,976		18,728,672		Carry Over	0		0	
												Totals	0	0	0	
	<b>Total Admin</b> (must be ≤ 10% of total Part A + MAI)	2,208,914	18,000	0	0	-171,947	0	2,054,967	7.33%							
	<b>Total QM</b> (must be ≤ 5% of total Part A + MAI)	428,695	0	0	0	-55,825	0	372,870	1.33%							
<b>MAI Procurement Report</b>																
Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation	July Adjustments (carryover)	August 10% Rule Adjustments (f)	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	<b>Outpatient/Ambulatory Primary Care</b>	2,107,819	-39,764	17,664	0	0	0	2,085,719	86.91%	2,085,719	0		1,927,760	92%	92%	
1.b (MAI)	Primary Care - CBO Targeted to African American	1,065,775	-20,106	8,832	0			1,054,501	43.94%	1,054,501	0	3/1/2023	\$1,069,990	101%	92%	
1.c (MAI)	Primary Care - CBO Targeted to Hispanic	1,042,044	-19,658	8,832	0			1,031,218	42.97%	1,031,218	0	3/1/2023	\$857,770	83%	92%	
2	<b>Medical Case Management</b>	320,099	-6,038	116	0	0	0	314,177	13.09%	314,177	0		\$153,392	49%	92%	
2.c (MAI)	MCM - Targeted to African American	160,050	-3,019	58				157,089	6.55%	157,089	0	3/1/2023	\$109,437	70%	92%	
2.d (MAI)	MCM - Targeted to Hispanic	160,049	-3,019	58				157,088	6.55%	157,088	0	3/1/2023	\$43,956	28%	92%	
	<b>Total MAI Service Funds</b>	2,427,918	-45,802	17,780	0	0	0	2,399,896	100.00%	2,399,896	0		2,081,152	87%	92%	
	Grant Administration	0	0	0	0	0	0	0	0.00%	0	0		0	0%	0%	
	Quality Management	0	0	0	0	0	0	0	0.00%	0	0		0	0%	0%	
	<b>Total MAI Non-service Funds</b>	0	0	0	0	0	0	0	0.00%	0	0		0	0%	0%	
	<b>Total MAI Funds</b>	2,427,918	-45,802	17,780	0	0	0	2,399,896	100.00%	2,399,896	0		2,081,152	87%	92%	
	<b>MAI Grant Award</b>	2,382,116	<b>Carry Over:</b>	17,780				<b>Total MAI:</b> 2,399,896								
	<b>Combined Part A and MAI Original Allocation Total</b>	25,680,192							Unallocated	Unobligated					92%	
									0	0		<b>MAI Award</b>	2,399,896			
<b>Footnotes:</b>																
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 multiple HRSA service categories. (1) does not include LPAP. Expenditures must be evaluated both by individual service category and by combined service categories.															
(c)	Funded under Part B and/or SS															
(e)	10% rule reallocations															

**The Houston Regional HIV/AIDS Resource Group, Inc.**  
**FY 2324 Ryan White Part B**  
**Procurement Report**  
**April 1, 2023 - March 31, 2024**



Reflects spending through January 2024

Spending Target: 78%

Revised 2/27/24

Priority	Service Category	Original Allocation per	% of Grant	Amendment*	Contractual Amount	Amendment	Contractual Amount	Date of Original	Expended YTD	Percent YTD
4	Oral Health Service	\$1,833,318	53%	\$0	\$1,833,318		\$1,833,318	4/1/2023	\$1,323,731	72%
4	Oral Health Service -Prosthodontics	\$576,750	17%	\$0	\$576,750		\$576,750	4/1/2023	\$545,433	95%
5	Health Insurance Premiums and Cost Sharing (1)	\$1,028,433	30%	\$0	\$1,028,433		\$1,028,433	4/1/2023	\$1,006,584	98%
			3%	\$0	\$0		\$0			
		\$0	0%	\$0	\$0					
<b>Total Houston HSDA</b>		<b>3,438,501</b>	<b>103%</b>	<b>0</b>	<b>3,438,501</b>	<b>\$0</b>	<b>\$3,438,501</b>		<b>2,875,748</b>	<b>84%</b>

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

**The Houston Regional HIV/AIDS Resource Group, Inc.**  
**FY 2324 DSHS State Services**  
**Procurement Report**  
**September 1, 2023 - August 31, 2024**



Chart reflects spending through January 2024

Spending Target: 33.33%

Revised 2/27/2024

Priority	Service Category	Original Allocation per	% of Grant	Amendments per RWPC	Contractual Amount	Amendment	Contractual Amount	Date of Original	Expended YTD	Percent YTD
5	Health Insurance Premiums and Cost Sharing (1)	\$892,101	29%	\$0	\$892,101	\$0	\$892,101	9/1/2023	\$801,900	90%
6	Mental Health Services	\$300,000	10%	\$0	\$300,000	\$0	\$300,000	9/1/2023	\$67,915	23%
11	Hospice	\$293,832	10%	\$0	\$293,832	\$0	\$293,832	9/1/2023	\$107,580	37%
13	Non Medical Case Management (2)	\$350,000	12%	\$0	\$350,000	\$0	\$350,000	9/1/2023	\$57,156	16%
16	Linguistic Services (3)	\$68,000	2%	\$0	\$68,000	\$0	\$68,000	9/1/2023	\$6,010	9%
	ADAP/Referral for Healthcare (4)	\$666,000	22%	\$0	\$666,000	\$0	\$666,000	9/1/2023	\$108,348	16%
	Food Bank	\$5,400		\$0	\$5,400	\$0	\$5,400	9/1/2023	\$2,378	44%
	Medical Transportation	\$84,600		\$0	\$84,600	\$0	\$84,600	9/1/2023	\$25,950	31%
	Emergency Financial Assistance (Compassionate Care)	\$368,123		\$0	\$368,123	\$0	\$368,123	9/1/2023	\$94,848	26%
		<b>3,028,056</b>	<b>85%</b>	<b>\$0</b>	<b>\$1,903,933</b>	<b>\$0</b>	<b>\$1,903,933</b>		<b>1,272,083</b>	<b>67%</b>

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) Reallocation will occur due to a change in provider.
- (3) Delayed billing
- (4) Staff turnover

# Houston Ryan White Health Insurance Assistance Service Utilization Report



Period Reported:

09/01/2023-1/31/2024

Revised: 2/21/2024

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	669	\$96,510.40	342	0	\$0.00	0
Medical Deductible	6	\$8,326.12	6	0	\$0.00	0
Medical Premium	3022	\$1,057,094.58	764	0	\$0.00	0
Pharmacy Co-Payment	12470	\$604,570.85	1499	0	\$0.00	0
APTC Tax Liability	0	\$0.00	0	0	\$0.00	0
Out of Network Out of Pocket	0	\$0.00	0	0	\$0.00	0
ACA Premium Subsidy Repayment	0	\$0.00	0	NA	NA	NA
Totals:	16167	\$1,766,501.95	2611	0	\$0.00	

Comments: This report represents services provided under all grants.