

Greater Hartford Ryan White Part A Planning Council
 367 Russell Road, Newington, Connecticut 06111
 Tel: 860-667-6207 Fax 860-667-6390
 March 3, 2010

MINUTES

Approved April 7, 2010

Members Present		
Amy Ortiz	Hugo Nunez	Kenton Young
Barbara Mase	Janier Caban Hernandez	Loyd Johnson
Cecilia Lewis	Jeanne Nodine	Mary Prince
Charles Capers	Jody Rodiger	Rocky DeLeon
Clara Acosta-Glynn	JoAnna Gibson (A)	Valerie Ingram
Denise Morin	Kate Bassett	Victoria Odesina
Eugene Schempp, Jr.	Kenneth Flyte	Yolanda Potter
Members Absent		
Ann Patterson	Izolda Miranda	Ricardo Cruz
Betsy Correa	Jennie Wakefield	Walt Godlewski
Brenda Sanchez	Kasey Harding (A)	Wesley Moreno
Freddie Close	Lolita Young	Yvette Bello
George Lawson	Reinaldo Rojas	
Personnel Present		
City of Hartford		
Joseph Ornato	Angelique Croasdale	LaShaunda Ware
Others Present		
Alexis Sanchez	Heather Gagne	Michael Hawkins
Carlos Vazquez	Leona Williams	Nitza Agosto
Charna Teasley	Linda Estabrook	Shawn Lang
Edwin Banning	Lorna Reid	Vernal Talley
Frederick Smith	Maria Rodriguez	Virginia Ruiz

1. Welcome, Announcements & Introductions

Co-chair Jeanne Nodine called the meeting to order at 12:00 p.m. and welcomed everyone to the Planning Council meeting. She said the TGA has received a notice of partial award for fiscal year 2010. The amount of the partial award is \$2,527,926.00. The Planning Council must tell the grantee how much of this money to allocate to each service priority. The TGA has also received notice that it will receive a one time grant of \$365,842. The Planning Council also has to decide how to allocate this money.

At the end of the meeting, there will be a raffle for all current Planning Council members who attended today's meeting. The first prize for the raffle is a \$25.00 Stop and Shop gift card. Jeanne said that although the raffle is for all Council members, the Steering Committee suggests that Ryan White service providers consider not participating in the raffle.

To comply with the Planning Council Conflict of Interest policy, Jeanne asked those in attendance to introduce themselves, state what organization they work for, and what funded Ryan White Part A services their organization provides.

Jeanne reminded everyone that Planning Council meetings are open to the public, but some of the information discussed in these meetings, including people's HIV status, is of a confidential nature, and everyone is expected to honor and respect that confidentiality.

2. Moment of Silence Co-chair Clara Acosta Glynn asked the group to observe a moment of silence to remember persons we have known and loved who have been lost to the AIDS epidemic and to remember all individuals living with and affected by HIV/AIDS. She said that long time Planning Council member and friend Carlos Toro died recently. She said that anyone was welcome to share remembrances of Carlos during the moment of silence.

3. Approval of Council Meeting Minutes for February 3, 2010.

Jeanne asked Council members to take a few minutes to review the minutes from the February 3, 2010, Planning Council meeting. Victoria Odesina made a motion to accept the minutes. Loyd Johnson seconded. The minutes of the February 3, 2010, meeting were approved by a vote of 21 Yeas, 0 No's, with no Abstentions.

4. Allocation of Partial Ryan White 2010 Grant

Janier said that the TGA has received a notice of partial award for fiscal year 2010. The amount of the partial award is \$2,527,926. In order for the Ryan White programs to begin on March 1, 2010, it is necessary for the Planning Council to decide how to allocate this money among the Planning Council's priorities.

Janier said that the Steering Committee met on February 16, 2010, and developed a set of recommendations on how to allocate the partial award. The recommendations are based on the decision made by the Planning Council last October when it decided how to use the 2010 Ryan White grant. At that time the Planning Council voted to allocate 2010 funds based on the same percentages that were used in 2009. The recommendations of the Steering Committee allocate the partial award by using the same percent for each service category as in 2009.

Below are the recommendations of the Steering Committee.

Steering Committee Recommendations		
SERVICE CATEGORY with Priority Number	PROPOSED 2010 PARTIAL FORMULA ALLOCATIONS	% from FY 2009
02 Outpatient/Ambulatory Health Services	\$ 429,644.00	16.996%
03 Medical Case Mgt (incl Treatment Adher)	\$ 492,399.00	19.478%
05 Mental Health Services	\$ 158,648.00	6.276%
06 Substance Abuse Services - Outpatient	\$ 244,317.00	9.665%
07 Early Intervention Services	\$ 130,648.00	5.168%
08 Oral Health Care	\$ 99,100.00	3.920%
11 AIDS Pharmaceutical Assistance (local)	\$ 38,270.00	1.514%
13 Health Ins Premium & Cost Sharing Assist	\$ 16,498.00	0.653%
20 Home & Commun-Based Healthcare Serv	\$ 8,030.00	0.318%
01 Housing Services	\$ 200,091.00	7.915%
04 Medical Transportation Services	\$ 124,668.00	4.932%
09 Emergency Financial Assistance	\$ 11,831.00	0.468%
10 Psychosocial Support Services	\$ 92,594.00	3.663%
12 Food Bank/Home-Delivered Meals	\$ 78,095.00	3.089%
14 Legal Services	\$ 23,904.00	0.946%
15 Outreach Services	\$ 0.00	0.000%
15 Case Management (non-Medical)	\$ 0.00	0.000%
17 Medical Nutrition Therapy	\$ 0.00	0.000%

18 Linguistics Services	\$	0.00	0.000%
19 Substance Abuse Services - Residential	\$	0.00	0.000%
20 Respite Care	\$	0.00	0.000%
21 Treatment Adherence Counseling	\$	0.00	0.000%
22 Child Care Services	\$	0.00	0.000%
23 Rehabilitation Services	\$	0.00	0.000%
25 Clinical Quality Management	\$	126,396.00	5.000%
26 Administration	\$	252,793.00	10.000%
	\$	2,527,926.00	100.000%

Janier asked everyone to look at the table of recommendations. He pointed out that Steering Committee's recommendations included an allocation of \$8,030 for Home and Community-based Health Services, because the Planning Council allocated .318 percent of the FY 2009 award to this service category. He said that he wanted to point out, however, that the funds allocated to Home and Community-based Health Services in 2009 were not used. He said that because funds for this service were not used in 2009, the Planning Council might want to consider not allocating funds for this service category in 2010, but allocating them to another service category where they are more likely to be needed and used. He said that the grantee has suggested shifting the funding for Home and Community-based Health Services to Medical Case Management. He said he would like the Planning Council to consider this suggestion.

Janier asked for a motion to approve the recommendations of the Steering Committee in order to begin discussion. JoAnna Gibson made a motion to accept the recommendations. Ken Flyte seconded. Ken followed the motion to accept the recommendations with a motion to shift \$8030 from Home and Community-based Health Services to Medical Case Management. Jeanne Nodine seconded.

Kate Bassett pointed out that during FY 2009 more money was reallocated to Outpatient/ Ambulatory Health Services than to Medical Case Management. She said that it might be better to move the \$8030 to Outpatient/ Ambulatory Health Services rather than to Medical Case Management.

Joseph explained that Kate was correct in her observation that Outpatient/Ambulatory Health Services increased at a greater rate through reallocations in 2009 than Medical Case Management. He said, however, that the Planning Council would have additional opportunities to adjust for the increase in Outpatient/Ambulatory Health Services when it received the full award for FY 2010.

Janier called for vote on the motion to shift \$8030 from Home and Community-based Health Services to Medical Case Management. The motion passed by a vote of 18 Yeses, 0 Nos, with 3 Abstentions.

There were no further amendments or discussion on the recommendation of the Steering Committee for allocating the 2010 partial award. The motion to approve the recommendations as amended passed by a vote of 17 Yeses, 2 No's, with 2 Abstentions.

The following table shows the allocation of the 2010 partial Ryan White award.

SERVICE CATEGORY with Priority Number	2010 PARTIAL FORMULA ALLOCATION		Percentage
02 Outpatient/Ambulatory Health Services	\$	429,644.00	16.996%
03 Medical Case Mgt (including Treatment Adherence)	\$	500,429.00	19.796%
05 Mental Health Services	\$	158,648.00	6.276%
06 Substance Abuse Services - Outpatient	\$	244,317.00	9.665%
07 Early Intervention Services	\$	130,648.00	5.168%

08 Oral Health Care	\$ 99,100.00	3.920%
11 AIDS Pharmaceutical Assistance (local)	\$ 38,270.00	1.514%
13 Health Ins Premium & Cost Sharing Assist	\$ 16,498.00	0.653%
20 Home & Community-Based Healthcare Services	\$ 0.00	0.000%
01 Housing Services	\$ 200,091.00	7.915%
04 Medical Transportation Services	\$ 124,668.00	4.932%
09 Emergency Financial Assistance	\$ 11,831.00	0.468%
10 Psychosocial Support Services	\$ 92,594.00	3.663%
12 Food Bank/Home-Delivered Meals	\$ 78,095.00	3.089%
14 Legal Services	\$ 23,904.00	0.946%
15 Outreach Services	\$ 0.00	0.000%
15 Case Management (non-Medical)	\$ 0.00	0.000%
17 Medical Nutrition Therapy	\$ 0.00	0.000%
18 Linguistics Services	\$ 0.00	0.000%
19 Substance Abuse Services - Residential	\$ 0.00	0.000%
20 Respite Care	\$ 0.00	0.000%
21 Treatment Adherence Counseling	\$ 0.00	0.000%
22 Child Care Services	\$ 0.00	0.000%
23 Rehabilitation Services	\$ 0.00	0.000%
25 Clinical Quality Management	\$ 126,396.00	5.000%
26 Administration	\$ 252,793.00	10.000%
	\$ 2,527,926.00	100.000%

5. Allocation of 2010 One Time Funding

Joseph explained that the vote just taken by the Planning Council covered the partial Ryan White grant award for 2010. He said that after the Steering Committee met to discuss the partial award, the TGA received notice that it would also receive a one-time award of \$365,842.00. Since this notice of award was received after the Steering Committee met, the committee did not have a chance to consider how to allocate this additional funding.

Joseph said that the grantee has offered a set of recommendations for the Planning Council to consider. These recommendations do not follow the Planning Council's original plan for 2010 which was to allocate this year's funding in the same way that the 2009 grant was allocated. Joseph explained that the grantee's recommendations are different because during the 2009 fiscal year, the Planning Council reallocated Ryan White funds three times. The reallocations were necessary because some programs were spending less money than was allocated to them, while other programs demonstrated a need for additional funds. The grantees recommendations take into account these reallocations.

As a result of the reallocations, the allocation percentages that were used at the beginning of fiscal year 2009 are different from those at the end of the year. For example, in the beginning of fiscal year 2009, 16.996 percent of the Ryan White grant was allocated to Outpatient/Ambulatory Health Services. By the end of the year, after the 3 reallocations, 19.867 percent of the 2009 grant was allocated to Outpatient/Ambulatory Health Services. At the beginning of FY year 2009, 19.478 percent was allocated to Medical Case Management. By the end of the year, 20.550 percent was allocated to Medical Case Management. The recommendations proposed by the grantee take into account the changes in allocation among service categories between the beginning and end of the 2009 fiscal year.

The following table lists the recommendations from the grantee.

Grantee Recommendations for Allocating 2010 One Time Grant of \$365,842		
SERVICE CATEGORY	One time 2010 grant (Omnibus Appropriation Act)	%
02 Outpatient/Ambulatory Health Services	\$ 108,185.00	29.572%
03 Medical Case Mgt (including Treatment Adherence)	\$ 75,000.00	20.501%
05 Mental Health Services	\$ 50,000.00	13.667%
06 Substance Abuse Services - Outpatient	\$ -	0.000%
07 Early Intervention Services	\$ -	0.000%
08 Oral Health Care	\$ -	0.000%
11 AIDS Pharmaceutical Assistance (local)	\$ -	0.000%
13 Health Ins Premium & Cost Sharing Assist	\$ -	0.000%
20 Home & Community-Based Healthcare Services	\$ -	0.000%
01 Housing Services	\$ 30,000.00	8.200%
04 Medical Transportation Services	\$ 20,000.00	5.467%
09 Emergency Financial Assistance	\$ 10,000.00	2.733%
10 Psychosocial Support Services	\$ -	0.000%
12 Food Bank/Home-Delivered Meals	\$ 17,781.00	4.860%
14 Legal Services	\$ -	0.000%
18 Linguistics Services	\$ -	0.000%
25 Clinical Quality Management	\$ 18,292.00	5.000%
26 Administration	\$ 36,584.00	10.000%
	\$ 365,842.00	100.000%

Victoria made a motion to accept the recommendations of the grantee for allocating the one time 2010 grant. Janier seconded.

Clara said she would need more information in order to decide on how to allocate the additional funds. Victoria Odesina asked what kind of additional information would be needed. She said the grantee has already indicated that there was additional need for Outpatient/Ambulatory Health Services and Medical Case Management. Victoria also said that decisions are made in committee, and that the committees can ask for any information that they need.

Janier pointed out that over the course of the 3 reallocations in 2009, the allocation percentage for Administration went from 10 percent to 7 percent, and for Clinical Quality Management from 5 percent to 3.14 percent. He asked if the grantee needed to take 10 percent of the one time grant for Administration. Angelique explained that the grantee office was understaffed in 2009; that was why the grantee did not use 10 percent for Administration. Angelique said the city was in the process of hiring an additional staff person to work on the Ryan White grant. If the grantee does not need 10 percent for Administration in 2010, the money will be reallocated for services.

Carlo Vazquez said that many services were cut a few years ago. He said that the one-time funding should be used to make up for the cuts.

Joseph explained that the cuts that Carlos was referring to in service categories such as transportation and housing, were not strictly the result of a loss of funds. The big cuts were due to a change in the rules regarding Planning Council allocations. As a result of the 2006 reauthorization of the Ryan White Act, only 25% of the grant can be used for support services, which include Transportation and Housing. Prior to the 2006 reauthorization, the Planning Council could allocate any amount to support services. But now, even if we get additional funding, no more than 25% of that funding can be spent

for these services. The recommendations from the grantee allocate as much to support services, including Housing and Transportation, as is allowed under the new rules.

Hugo asked about the service categories that were not funded at all. Joseph explained that the Planning Council prioritized these services, but chose not to fund them in 2009. When the Planning Council met in October to talk about the 2010 allocations, it decided that it would follow the 2009 decision not to put any money into these service categories.

Shawn Lang pointed out that most of the money that was reallocated in FY 2009 came from Administration and Clinical Quality Management. Thus, even though Outpatient/ Ambulatory Health Services and Medical Case Management received increased funding in 2009, other service categories still used all of the funds that were allocated to them. Joseph agreed that this was a complicating factor, and that it was an oversimplification to suggest that Outpatient Ambulatory Health Services and Medical Case Management received additional funding in 2010 because other service categories needed and spent less than the amount originally allocated to them. Nevertheless, he said, the grantee recommendations for the additional one-time funding are aimed at preserving services in two of the Planning Council's top three priorities that were made possible by the reallocation of funds in 2009.

There was no further discussion regarding the recommendations for allocating the additional one-time funding. Jeanne Nodine called for a vote on the motion to accept the recommendations of the grantee for allocating the one time 2010 grant. The motion passed by a vote of 17 Yeses, 2 Nos, with 2 Abstentions.

6. Committee and Caucus Reports

a. Positive Empowerment Committee (PEC)

Jeanne Nodine reported that the Positive Empowerment Committee discussed two issues related to transportation to Planning Council meetings. The committee believes that non-consumer members should be eligible for transportation to Planning Council meetings and that the Planning Council should also be able to arrange transportation for consumers who are interested in joining the Planning Council.

b. Latino Caucus

Janier reported that the Latino Caucus is developing a schedule of events that will be taking place on AIDS Awareness Day. The caucus itself is planning an HIV education and outreach event in the Bravo Shopping Plaza on Albany Avenue in Hartford.

c. Needs Assessment Committee and Priorities Committee

Barbara Mase reported that the Priorities Committee and Needs Assessment Committee held a joint meeting in February. The committees decided to hold a half day training on priority setting and resource allocation in June or July. Members of the committee and grantee and Planning Council staff will share the responsibility for developing and presenting the training materials. Clara Acosta Glynn will do a presentation on Ryan White service categories and how they become specific programs that provide services for persons with HIV.

d. Continuum of Care Committee and Evaluation Committee

Lloyd Johnson reported that the Evaluation Committee and the Continuum of Care Committee did not meet in February. Members of both committees will meet with Tracy Kulick from Collaborative Research on Tuesday, March 9th. Tracy will present a report on the quality management team's findings and recommendations for FY 2009. Anyone who is interested in the work that is being done to insure that Ryan White services are of the highest quality is invited to attend the meeting. The meeting will be held at the North Central Regional Mental Health Board in Newington from 2:30 to 4:00 p.m.

e. Membership Committee

Janier reported that the Membership Committee interviewed four persons who were interested in becoming members of the Planning Council

7. Grantee Report –

Angelique reported that the Cross Parts Collaboration has completed its work on the quality management plan for all Ryan White Parts in the state of Connecticut. There will be an event on March 15 celebrating the completion of this important task. The event will include a signing of the joint quality management plan by representatives from all of the Parts that participated in the collaboration.

8. Raffle

The co-chairs conducted the Planning Council raffle.

The meeting was adjourned at 1:45 p.m.