



MEETING AGENDA

Committee: Priority Setting & Resource Allocation (PSRA)

Date/Time: Thursday, November 16, 2017, 9:00 a.m.

Location: Government Center Room A-337

Chair: Will Spencer **Vice Chair:** Rick Siclari

- 1. CALL TO ORDER:** *Welcome, Ground Rules, Sunshine, Introductions, Moment of Silence, & Public Comment*
- 2. APPROVALS:** 11/16/17 Agenda and 10/19/17 Meeting Minutes
- 3. UNFINISHED BUSINESS**
- 4. STANDARD COMMITTEE ITEMS**
 - a. Monthly expenditure/utilization report by service category

5. MEETING ACTIVITIES

<i>Goal/Work Plan Objective #:</i>	<i>Accomplishments</i>
Food Bank Eligibility	ACTION ITEM: Discuss proposed changes to FY2018 Food Bank eligibility criteria

6. PUBLIC COMMENT

- 7. AGENDA ITEMS/TASKS FOR NEXT MEETING:** January 18, 2018 **Time:** 9:00 a.m. **Venue:** TBD

<i>Goal/Work Plan Objective #:</i>	<i>Accomplishments</i>
Reallocations “Sweeps”	ACTION ITEM: Recommend reallocations (“Sweeps”) to ensure sufficient core funding and the distribution of additional funds.

8. ANNOUNCEMENTS

9. ADJOURNMENT

PLEASE COMPLETE YOUR MEETING EVALUATIONS

VISION: To ensure the delivery of high quality comprehensive HIV/AIDS services to low income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care

MISSION: We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: Foster the substantive involvement of the HIV affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care
Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments
Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment



MEETING MINUTES

Committee: Priority Setting & Resource Allocation (PSRA)

Date/Time: Thursday, October 19, 2017, 9:00 a.m.

Location: Government Center A-337

Chair: Will Spencer **Vice Chair:** Rick Siclari

ATTENDANCE				
#	Members	Present	Absent	Guests
1	Barrientos, Y.	X		Carter, J.
2	DeSantis, M.	X		Glincher, S.
3	Barnes, B.	X		Alder, E.
4	Grant, C.	X		Mostor, B.
5	Hayes, M.	X		HIVPC Staff
6	Katz, H. B.	X		Powers, C.
7	King, J.	X		Ewart, L.
8	Lopes, R.	X		Oratien, V.
9	Schickowski, K.	X		Holloman, K.
10	Shamer, D.	X		Grantee Staff
11	Siclari, R., <i>Vice Chair</i>	X		Wallace, C.
12	Spencer, W., <i>Chair</i>	X		Jones, L.
	Quorum = 7	12		Anderson, T.
				Drummond, K.

1. CALL TO ORDER:

The Chair called the meeting to order at 9:15 a.m. The Chair welcomed all present. Attendees were notified of information regarding the Government in the Sunshine Law and meeting reporting requirements, which includes the recording of minutes. Attendees were advised that the meeting ground rules are present, for reference. In addition, attendees were advised that the acknowledgement of HIV status is not required but is subject to public record if it is disclosed. Chairs, committee members, guests, Grantee staff and HIVPC staff self-introductions were made.

2. APPROVALS:

Motion #1: To approve 10/19/17 meeting agenda.

Proposed by: King, J. **Seconded by:** Shamer, D.

Action: Passed Unanimously

Motion #2: To approve meeting minutes of 8/17/17.

Proposed by: Katz, H.B. **Seconded by:** Lopes, R.

Action: Passed Unanimously

3. UNFINISHED BUSINESS

4. STANDARD COMMITTEE ITEMS

- a. Monthly Expenditure/Utilization Report & Reallocations "Sweeps": This Sweeps process is unlike any in recent years because providers typically return more money than is requested. This time, providers have requested \$1.9 million and returned \$274,424. Due to this gap, Sweeps recommendations do not fulfill providers' total requested amounts.

Ambulatory-Integrated Primary Care and Behavioral Health Services: Recommended Sweep of \$111,000 out of and \$268,000 into the category in anticipation of a carryover request

MAI Ambulatory: Recommended Sweep of \$52,000 out of the service category also in anticipation of a carryover request.

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AIDS Pharmaceutical Assistance: This service category has seen a large uptick in utilization due to the Test & Treat program. Initial carryover allotted for the category was spent in 2 weeks and current expenditures do not show everything that has been billed.

Oral Health Care: this service category has seen a large increase in utilization and 100% fulfillment of provider requests was not possible.

Medical Case Management: Recommended Sweep out of the service category due to utilization. This category is typically allowed to run its course, but that was not an option this time.

Mental Health – Trauma-Informed: Historically funding is swept to medical services, this reallocation will continue the trend of smaller increments for Trauma-Informed services.

Substance Abuse: There is a potential reallocation of \$25,000. No recommendation was made for Substance Abuse or MAI Substance Abuse because they are expected to balance themselves out.

Case Management: Recommendation to sweep \$28,000 in to and \$234,000 out of the category based on utilization.

Food Services: Recommendations are prioritized by core and then support services. The requested amount could not be nearly matched, but the recommended sweep is \$100,000 to Food Bank and \$39,005 to Food Voucher.

Legal Assistance: The requested amount was \$2,000 and the recommended Sweep is \$1,000.

An unallocated \$230,000 came from the recipient office budget, through unfilled positions and initiatives which have not yet gotten off the ground, in order to maintain the integrity of services. Initiatives related to MAI services will not be impacted by this reduction because they are not expected to take place until next FY. This funding is not typically available and most likely will not become available again.

Motion #3: To reallocate \$111,279 from Ambulatory-Integrated Primary Care and Behavioral Health Services.

Proposed by: Grant, C. **Seconded by:** DeSantis, M.

Action: Passed Unanimously

Motion #4: To reallocate \$93,000 from Oral Health Care.

Proposed by: Hayes, M. **Seconded by:** Katz, H.B.

Action: Passed Unanimously

Motion #5: To reallocate \$25,000 from MAI Medical Case Management.

Proposed by: Hayes, M. **Seconded by:** Lopes, R.

Action: Passed with 1 Abstention

Motion #6: To reallocate \$127,000 from Disease Case Management.

Proposed by: Hayes, M. **Seconded by:** DeSantis, M.

Action: Passed Unanimously

Motion #7: To reallocate \$107,500 from Mental Health – Trauma-Informed.

Proposed by: Grant, C. **Seconded by:** DeSantis, M.

Action: Passed Unanimously

Motion #8: To reallocate \$27,000 from MAI Mental Health – Trauma-Informed.

Proposed by: DeSantis, M. **Seconded by:** Katz, H.B.



Action: Passed with 1 Abstention

Motion #9: To reallocate \$234,000 from Non-Medical Case Management.

Proposed by: Shamer, D. **Seconded by:** DeSantis, M.

Action: Passed Unanimously

Motion #10: To reallocate \$28,000 from Benefit Insurance Support Services.

Proposed by: Katz, H.B. **Seconded by:** Lopes, R.

Action: Passed Unanimously

Motion #11: To reallocate \$268,000 to Ambulatory – Integrated Primary Care and Behavioral Health Services.

Proposed by: Lopes, R. **Seconded by:** DeSantis, M.

Action: Passed Unanimously

Motion #12: To reallocate \$52,000 to MAI Ambulatory – Integrated Primary Care and Behavioral Health Services.

Proposed by: Hayes, M. **Seconded by:** Lopes, R.

Action: Passed with 1 Abstention.

Motion #13: To reallocate \$265,000 to AIDS Pharmaceutical Assistance

Proposed by: Hayes, M. **Seconded by:** Siclari, R.

Action: Passed Unanimously

Motion #14: To reallocate \$175,000 to Oral Health Care – Routine.

Proposed by: Hayes, M. **Seconded by:** Siclari, R.

Action: Passed Unanimously

Motion #15: To reallocate \$52,000 to Disease Case Management

Proposed by: Hayes, M. **Seconded by:** DeSantis, M.

Action: Passed Unanimously

Motion #16: To reallocate \$3,500 to Mental Health – Trauma-Informed.

Proposed by: Katz, H.B. **Seconded by:** Hayes, M.

Action: Passed Unanimously

Motion #17: To reallocate \$28,000 to Non-Medical Case Management.

Proposed by: Katz, H.B. **Seconded by:** Hayes, M.

Action: Passed Unanimously

Motion #18: To reallocate \$100,000 to Food Bank.

Proposed by: Hayes, M. **Seconded by:** Katz, H.B.

Action: Passed with 2 Abstentions

Motion #19: To reallocate \$39,005 to Food Voucher.

Proposed by: Hayes, M. **Seconded by:** Katz, H.B.

Action: Passed with 2 Abstentions

Motion #20: To reallocate \$1,000 to Legal Assistance.

Proposed by: Hayes, M. **Seconded by:** Lopes, R.

Action: Passed with 1 Abstention

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5. MEETING ACTIVITIES

- a. **Food Bank Eligibility:** The Committee discussed changes made to the Food Bank/Voucher eligibility at the previous month's HIV Planning Council meeting. As mentioned at HIVPC, monetary value cannot be quantified because the focus is on utilization. The amended criteria is going to continue the historical situation in which this service category expends its funding before the end of the fiscal year. The sweeps conducted at this meeting would not be enough to sustain the service, so the best strategy moving forward is to have a criteria that matches the available dollar amount. The EMA does not have a proposed criteria change. Historically, the recipient worked with the provider on cost-containment strategies. The focus of the Committee should be on adjusting the service category eligibility so that this yearly trend is addressed and diminished. The Committee was encouraged to consider long-term, sustainable solutions for improvement rather than short-term. After much discussion, the PSRA Committee requested that the provider and recipient bring a more detailed analysis to the next meeting for review.

ACTION ITEM: Provide information regarding food service category—including information related to food stamp provisions—so that the PSRA Committee can devise a strategy to provide 12 months of services in this category.

6. PUBLIC COMMENT

None.

7. AGENDA ITEMS/TASKS FOR NEXT MEETING: November 16, 2017 **Time:** 9:00 a.m. **Venue:** Gov. Center A-337

<i>Goal/Work Plan Objective #:</i>	<i>Accomplishments</i>
Food Bank/Voucher Eligibility	ACTION ITEM: Provide information regarding food service category—including information related to food stamp provisions—so that the PSRA Committee can devise a strategy to provide 12 months of services in this category.

8. ANNOUNCEMENTS

None.

9. ADJOURNMENT

The meeting was adjourned at 11:19 a.m.



PSRA Attendance CY2017

Consumer PLWHA Absences Count	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
	Meeting Date:	CX	15	CX	20	25	14	20	17	C	19			
1	Bell, J.	NQX	X	NQA	Z- 3/13									
0 1	Barrientos, Y.	N- 3/23			X	X	X	X	X		X			
2 2	DeSantis, M.	NQA	A	NQX	X	X	E	X	X		X			W-2/16
1 2 3	Barnes, B.	NQA	X	NQA	X	X	X	X	X		X			
2 4	Grant, C.	NQX	X	NQX	A	X	X	A	X		X			
2 5	Hayes, M.	NQX	A	NQX	X	X	X	X	A		X			
1 0 6	Katz, H.B.	NQE	X	NQE	X	X	X	X	X		X			
3 7	King, J.	NQX	A	NQA	X	X	A	X	X		X			W- 3/17, 6/15
2 8	Lopes, R.	NQA	X	NQA	X	X	X	X	X		X			
0 9	Schickowski, K.	NQX	X	NQX	X	X	X	X	X		X			
1 2 10	Shamer, D.	NQA	X	NQX	X	X	A	X	X		X			
3 11	Siclari, R., V. Chair	NQA	X	NQA	X	X	X	X	A		X			W-8/22
0 12	Spencer, W. Chair	NQX	X	NQX	X	X	X	X	X		X			
	Quorum = 7	6	9	6	11	12	9	11	10		12			

Legend:	
X	- present
A	- absent
E	- excused
NQA	- no quorum absent
NQX	- no quorum present
NQE	- no quorum excused
N	- newly appointed
Z	- resigned
C	- cancelled
W	- warning letter
R	- removal letter

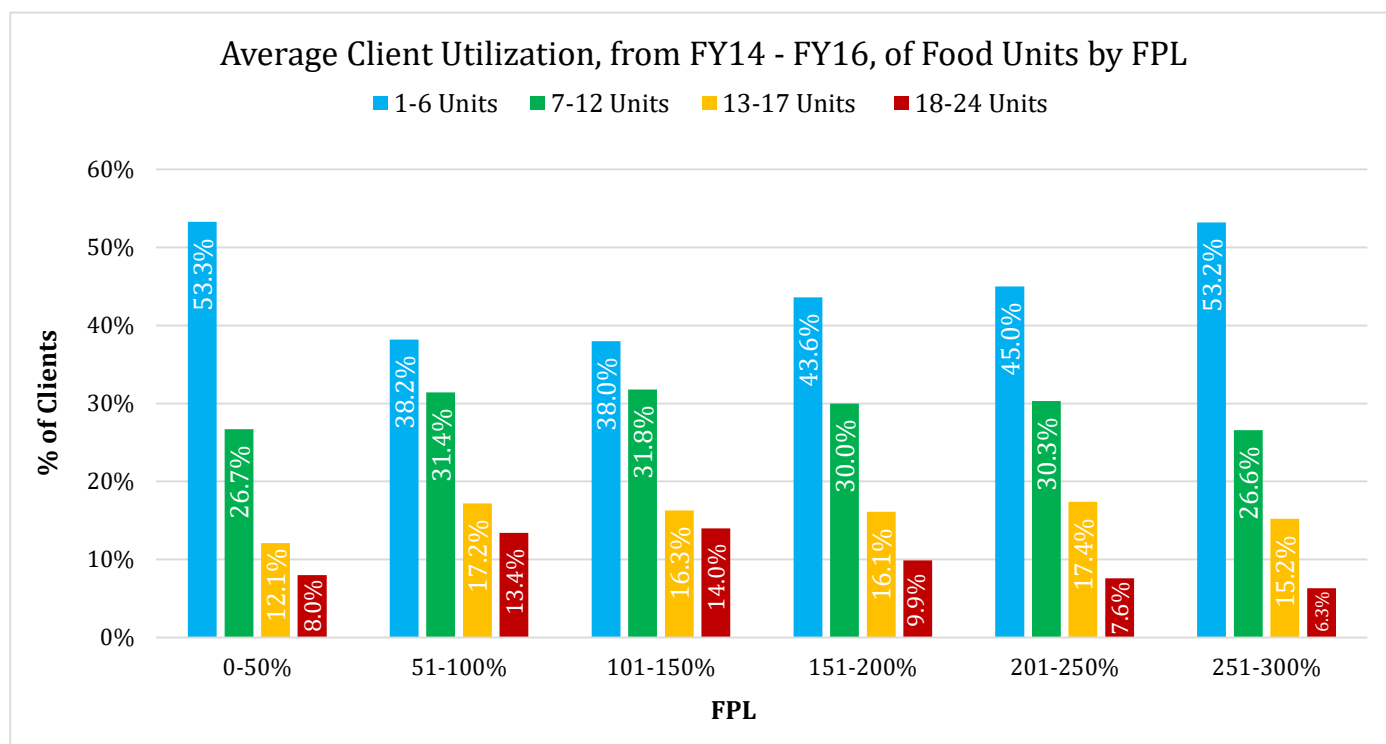
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Client Utilization of Food Units
Priority Setting & Resource Allocation Committee Meeting
November 16th, 2017

Client Utilization of Food Units: FY14 – FY16				
	1-6 Units	7-12 Units	13-17 Units	18-24 Units
FY 14-15: 3,018 clients	948 (31.4%)	757 (25.1%)	687 (22.8%)	626 (20.7%)
FY 15-16: 2,853 clients	1,639 (57.4%)	1,120 (39.3%)	94 (3.3%)	0
FY 16-17: 2,506 clients	1,069 (42.7%)	617 (24.6%)	512 (20.4%)	308 (12.3%)

Average Client Utilization, from FY14 – FY16, of Food Units by FPL				
Total Clients: 2,792	1-6 Units	7-12 Units	13-17 Units	18-24 Units
0 - 50% FPL: 779 clients	415 (53.3%)	208 (26.7%)	94 (12.1%)	62 (8.0%)
51 - 100% FPL: 966 clients	369 (38.2%)	303 (31.4%)	166 (17.2%)	129 (13.4%)
101 - 150% FPL: 563 clients	214 (38.0%)	179 (31.8%)	92 (16.3%)	79 (14.0%)
151 - 200% FPL: 273 clients	119 (43.6%)	82 (30.0%)	44 (16.1%)	27 (9.9%)
201 - 250% FPL: 132 clients	59 (45.0%)	40 (30.3%)	23 (17.4%)	10 (7.6%)
251 - 300% FPL: 79 clients	42 (53.2%)	21 (26.6%)	12 (15.2%)	5 (6.3%)



Overview of Food Bank Eligibility Changes
Priority Setting & Resource Allocation Committee Meeting
November 16th, 2017

Federal Poverty Level	Annual Income	Original Units/Year	August PSRA Proposed Units/Year	HIVPC Revised Units/Year
0 - 50%	\$0-\$6,030	24	24 (Max 6 Vouchers)	18 (Max 6 Vouchers)
51 - 100%	\$6,031-\$12,060	24	24 (Max 6 Vouchers)	18 (Max 6 Vouchers)
101 - 150%	\$12,061-\$18,090	24	24 (Max 6 Vouchers)	18 (Max 6 Vouchers)
151 - 200%	\$18,091-\$24,120	24	3	12 (Max 6 Vouchers)
201-250%	\$24,121-\$30,150	24	3	12 (Max 6 Vouchers)
251 - 300%	\$30,151-\$36,180	3	3	3

FY18 Recommendation		
Federal Poverty Level	Annual Income	Units/Year
0 - 50%	\$0-\$6,030	12
51 - 100%	\$6,031-\$12,060	12
101 - 150%	\$12,061-\$18,090	12
151 - 200%	\$18,091-\$24,120	6
201-250%	\$24,121-\$30,150	6
251 - 300%	\$30,151-\$36,180	3