

Ryan White Planning Council (RWPC) of the Philadelphia Part A EMA
Finance Committee
Meeting Minutes of
Thursday, May 27, 2010
12:00 p.m. – 12:30 p.m.

Office of HIV Planning, 340 N. 12th Street, Suite 203, Philadelphia, PA 19107

Present: Christine Ambrose, Dafne Armstrong, Carmell Bolden, Michael Cappuccilli, Ramona Christian, Lupe Diaz, Gerry Keys, Nurit Shein, Emery Troy, Al Wunder

Excused: Kevin Burns, Alan Edelstein (Co-Chair)

Guests: Chris Chu (AACO), Rick Colon (AACO), Art Dion (ACSNJ), Coleman Terrell (AACO)

Staff: Briana Morgan, Mari Ross-Russell

Call to Order/Introductions:

N. Shein called the meeting to order at 12:12 p.m. Those present then introduced themselves.

Approval of Agenda:

N. Shein presented the agenda for approval. **Motion:** M. Cappuccilli moved, C. Ambrose seconded to approve the agenda. **Motion passed:** All in favor.

Report of Co-Chair:

None.

Report of Staff:

None.

Action Items:

- **MAI**

R. Colon reviewed the proposed allocation of MAI funds (*see – attached handout*). The committee took a moment to review the request. N. Shein then asked for clarification on the 5-month overlap. R. Colon explained that the MAI award previously ran from August to July, but that it had recently been changed to run from March to February so it aligned with the Part A award. N. Shein clarified that they were applying the additional funding to make up for cuts. C. Terrell agreed, noting that this was essentially one-time funding. He went on to say that this would help cover funding for counseling and testing so they would be able to test people that would not otherwise be tested. He noted that this would not be a permanent solution to the state budget cut in counseling and testing, but that it would help with the problem. C. Ambrose asked what the total amount for the five months would be. N. Shein replied that it would be \$610,837. C. Terrell noted that ambulatory care, medical case management, and care outreach services would be the continuing long-term programs funded under MAI. N. Shein then asked about the specific allocations by region. C. Terrell replied that this was simply a continuation of existing programs. C. Chu added that this was based on the allocations made in the previous MAI award. **Motion:** N. Shein moved, M.

Cappuccilli seconded to recommend that the full RWPC accept the proposed allocation of MAI funds. **Motion passed:** All in favor.

• **Reallocation Request**

R. Colon reviewed the grantee reallocation request (*see – attached handout*). He noted that there was a combined percentage decrease of 4.7% in medical case management, as outlined on the spreadsheet. N. Shein then asked where the remainder of the \$231,411 would be going. C. Terrell replied that there would be savings in early intervention services because there was a new program that would not begin until July 1. He explained that this would essentially be three months of one-time funding. C. Ambrose then asked where the difference in the \$231,411 had gone. C. Terrell replied that the difference could be found in ambulatory care. C. Ambrose asked if this had been approved through the RWPC. C. Terrell replied that this had been less than a 5% shift so it did not need RWPC approval.

M. Cappuccilli asked if they had discussed the decrease in funding for legal services. R. Colon replied that this was also less than a 5% shift. N. Shein clarified that the grantee was not mandated to obtain RWPC approval for shifts of less than 5%.

C. Ambrose asked for the cost per client for care outreach. R. Colon replied that the cost varied according to the target population and the venue. C. Ambrose replied that this was a very high cost per client, and that this ought to be reviewed. C. Terrell stated that 854 clients went to their first medical visit, and that they had served approximately 1500 clients total. **Motion:** N. Shein moved, M. Cappuccilli to recommend that the full RWPC accept the reallocation request as outlined. **Motion passed:** 10 in favor, 0 opposed, 3 abstentions.

Old Business:

None.

New Business:

None.

Announcements:

None.

Adjournment:

The meeting was adjourned at 12:29 p.m. by general consensus.

Respectfully Submitted by,

Briana L. Morgan, Staff

Handouts distributed at the meeting:

- Meeting Agenda
- Proposed Allocation of MAI Funds
- Grantee Reallocation Request
- OHP Calendar



CITY OF PHILADELPHIA

Office of HIV Planning
340 N. 12th St. Suite 203
Philadelphia, PA 19107
Phone (215) 574-6760
Fax (215) 574-6761
www.hivphilly.org

May 27, 2010
Finance Committee
Agenda

Call to Order

Welcome and Introductions

Approval of Agenda

Report of Chair

Report of Staff

Discussion Items

- **MAI**
- **Reallocation Request**

Old Business

New Business

Announcements

Adjournment

*The next meeting of the Finance Committee will be on Thursday, June 3 at 2:00 p.m. at the Office of HIV Planning located at 340 N. 12th St. Suite 203 Philadelphia, PA 19107
Please contact the office at least 5 days in advance for any special needs.*

Office of HIV Planning
Finance Committee Meeting
Ryan White Part A
Proposed Allocation of MAI Funds
May 27, 2010

The attached spreadsheet provides the proposed allocation of MAI funds. This allocation continues Outpatient/Ambulatory Medical Care, Medical Case Management, and Care Outreach at current levels. As a result to changes in legislation MAI funding for this year is concurrent with the Part A grant. This created a five month overlap period where we will have two different fiscal years of MAI funding concurrently. What this means is that there is essentially 5 month's worth of MAI funding that is only one-time funding. The allocations proposed use this funding to extend programs cut by the state funding cut through June 30th. This is essential since one-third of our grant application will be based on our effectiveness at identifying new cases of HIV and bringing them into care.

EMA-Wide FY2010 Allocations for MAI

PHILADELPHIA

| Service Categories | Total AACO Allocations |
|-----------------------------|-------------------------------|
| Ambulatory Care | \$ 355,337 |
| Medical Case Management | \$ 496,445 |
| Early Intervention Services | \$ 610,837 |
| Care Outreach Services | \$ 119,283 |
| Total | \$ 1,581,902 |

PENNSYLVANIA COUNTIES

| | |
|------------------------|------------------|
| Care Outreach Services | \$ 40,175 |
| Total | \$ 40,175 |

NEW JERSEY

| | |
|-------------------------|------------------|
| Medical Case Management | \$ 30,568 |
| Care Outreach Services | \$ 39,567 |
| Total | \$ 70,135 |

Total FY2010 Allocations

| | |
|-----------------------------|---------------------|
| Ambulatory Care | \$ 355,337 |
| Medical Case Management | \$ 527,013 |
| Early Intervention Services | \$ 610,837 |
| Care Outreach Services | \$ 199,025 |
| Total | \$ 1,692,212 |

SYSTEMWIDE ALLOCATIONS

| | |
|------------------------|-------------------|
| QM Activities | \$ 24,500 |
| Grantee Administration | \$ 189,449 |
| Total | \$ 213,949 |

Total FY2010 Allocations by Region

| | |
|--------------|---------------------|
| Philadelphia | \$ 1,581,902 |
| PA Counties | \$ 40,175 |
| NJ Counties | \$ 70,135 |
| Systemwide | \$ 213,949 |
| Total | \$ 1,906,161 |

Office of HIV Planning
Finance Committee Meeting
Ryan White Part A
Grantee Reallocation Request
May 27, 2010

The Grantee is requesting a reallocation to increase funding for Care Outreach by \$93,245. This will enable us to continue Care Outreach Programs at 2009 levels. In 2009 Care Outreach providers reported reconnecting 854 people to care. Of these 470 attended at least 3 medical visits after working with Care Outreach. Retention in HIV medical care is essential and these programs are proving to be effective. Without this reallocation, Care Outreach services would be cut by 14.5%. The source of these funds is medical case management. We anticipated being able to restore Medical Case Management funding with anticipated underspending in Early Intervention Services due to late start up of new Early Intervention programs awarded through a recent RFP.

EMA-Wide FY2010 Allocation
Philadelphia EMA Ryan White Part A Planning Council

PHILADELPHIA

| Service Categories | Draft Allocations | Total AACO Allocations | Total AACO vs. Draft | Percent Change |
|------------------------------------------------|--------------------------|-------------------------------|-----------------------------|-----------------------|
| Ambulatory Care | \$ 4,244,595 | \$ 4,392,142 | \$ 147,547 | 3.48% |
| Drug Reimbursement Program | \$ 1,592,129 | \$ 1,592,129 | \$ - | 0.00% |
| Medical Case Management | \$ 4,673,005 | \$ 4,461,245 | \$ (211,760) | -4.53% |
| Treatment Adherence Services (Case Management) | \$ 248,257 | \$ 228,606 | \$ (19,651) | -7.92% |
| Case Management - subtotal | \$ 4,921,262 | \$ 4,689,851 | \$ (231,411) | -4.70% |
| Substance Abuse Services - Outpatient | \$ 232,337 | \$ 232,337 | \$ - | 0.00% |
| Mental Health Services | \$ 131,780 | \$ 131,780 | \$ - | 0.00% |
| Oral Health Care | \$ 421,398 | \$ 421,398 | \$ - | 0.00% |
| Early Intervention Services | \$ 1,229,262 | \$ 1,229,262 | \$ - | 0.00% |
| Medical Transportation Services | \$ 39,131 | \$ 39,131 | \$ - | 0.00% |
| Food Bank/Home-Delivered Meals | \$ 205,514 | \$ 205,514 | \$ - | 0.00% |
| Housing Services | \$ 533,848 | \$ 533,848 | \$ - | 0.00% |
| Legal Services | \$ 268,961 | \$ 259,580 | \$ (9,381) | -3.49% |
| Care Outreach Services | \$ 652,221 | \$ 745,466 | \$ 93,245 | 14.30% |
| Emergency Financial Assistance | \$ 47,598 | \$ 47,598 | \$ - | 0.00% |
| Linguistics Services | \$ - | \$ - | \$ - | |
| Psychosocial Support Services | \$ - | \$ - | \$ - | |
| Medical Nutrition Therapy | \$ - | \$ - | \$ - | |
| Home Health Care | \$ - | \$ - | \$ - | |
| Respite Care | \$ - | \$ - | \$ - | |
| Child Care Services | \$ - | \$ - | \$ - | |
| Total | \$ 14,520,036 | \$ 14,520,036 | \$ - | 0.00% |