



PLANNING COUNCIL
June 7, 2022
Minutes

PLANNING COUNCIL MEMBERS					
	Grace Ashu		Wanda Harris George		Vera Parker
	Stan Baker		Pamela Jayson		John Reed
	David Cruz		Mukam Jendayi		Laticcia Riggins
	Judith Dillard		Marquis Martin		Sheryl Ross
	Jorge Enriquez		Juan Meneses		Cheryl Shearman
	Gloria Fields		Len Moore		Kurt Wallace
	Douglas Ford		Terrence Nobles		VACANT
	Carlos Galeano		Reyna Nolasco		Shamika Whitfield

= Present = Excused Absence = Unexcused Absence

Planning Council Staff Present: Gil Flores

Administrative Agency Staff Present: Lisa Muttiah, Rebecca Seymore, Renee Thomas, Kaitlin Malec

Guests Present: Luis Jule (Interpreter), Erica Bussey-Jones (PACE), Rodrigo Chavez (PACE), Carla Storey (SAM), John Sapero

I. Call to Order

- a. Wanda George called the meeting to order at 6:04 PM and read the conflict-of-interest statement at the bottom of the agenda.
- b. Mukam Jandayi, Grace Ashu, and John Reed identified as conflicted.
- c. John asked how he is conflicted as a contractor and not an employee. Gil Flores explained that a contractor who receives funds from Part A passed through a subrecipient is conflicted.

II. Approval of May 4, 2022 Meeting Minutes

- a. **Judith Dillard moved to accept the minutes as written.**
- b. **Vera Parker provided the second.**
- c. Gloria Fields noted a typo in the minutes.
- d. Judith and Vera accepted the amendments.
- e. **The motion passed, 11-0.**

III. Public Comment

- a. There was no public comment.

IV. Reports

- a. There were no questions on the reports.

V. Planning Council Business

- a. FY 22-23 Part A Reallocation (\$120,054)
 - i. Gil Flores explained that the Administrative Agency requested that this reallocation request come directly to the Planning Council.
 - ii. Gil reported that the area received its final Part A award, which was more than was requested.
 - iii. Gil added that the amount was within the 5% threshold that allows the AA to use the approved allocation percentages.
 - iv. Gil noted that the AA identified areas where there was extra funding or funds that will not be utilized.
 - v. Gil reminded the group that the justifications were sent to everyone on Friday.
 - vi. The service categories that have funds that will not be expended are Substance Abuse, Ambulatory Outpatient, Psychosocial Support, Mental Health, and Non-Medical Case Management.
 - vii. The service categories identified that need funds are Oral Health Care, Emergency Financial Assistance, and Food Bank.
 - viii. Wanda Harris George questioned if there was a substance abuse provider.
 - ix. Lisa Muttiah acknowledged there are challenges in finding a substance abuse provider. She said that they had two presentations to subrecipients from an organization through University of Texas – San Antonio. They offer free substance abuse services via telehealth.
 - x. Lisa added that there are additional substance abuse providers in the community that are free.
 - xi. Wanda asked how clients learn about these services. Lisa answered that it would be through subrecipients.
 - xii. Wanda asked the AA to continue looking for a substance abuse provider.
 - xiii. Judith Dillard asked why reallocations are being discussed in the Planning Council meeting when that should be done in Allocations Committee meeting first.
 - xiv. Douglas Ford noted that the committee did not have a quorum at it last meeting and some of this is urgent.
 - xv. Wanda clarified that the funds did not arrive until May 25 which was after the last scheduled Allocations Committee.
 - xvi. Rebecca Seymore explained that the delay in receiving the final funding is the reason for bringing the request to the Planning Council first. Initial funding from HRSA only covered about 3 months of spending. The area currently is in the 4th month and some subrecipients need funding for continuation of services.

- xvii. Rebecca also shared that if the request went to Allocations Committee first, they would need to request all subrecipients complete contract amendments now and then again after they submit them. This is a burden for subrecipients.
- xviii. Rebecca added that the AA does not put funds into service categories that will not be utilized.
- xix. Judith Dillard opined that the \$120,054 can wait two weeks for the Allocations Committee meeting on June 21.
- xx. Gloria Fields questioned the request because the Contingency Policy allows funds within 5% of the request to be contracted immediately. She felt that these contracts were routine work.
- xxi. Stan Baker asked about the funds asked to be reallocated from Substance Abuse. The amount on the sheet (\$443) does not match what the Planning Council approved (\$4,481).
- xxii. Rebecca replied that Substance Abuse is funded under Part A (\$243) and State Services (\$4,238). The request is only to move the funds in Part A.
- xxiii. Rebecca iterated that the AA previously requested a potential need for a called meeting.
- xxiv. Gloria agreed that a called meeting was requested. The Allocations Committee Chair, after conferencing with the Planning Council Chair and herself (Allocations Vice Chair), asked you to please just process the contracts according to policy. Gloria added that the AA insists that more contracts will need to be done if these funds are not reallocated.
- xxv. Gloria asked what about the logic behind that statement and what data is there to support that logic.
- xxvi. Gloria shared that the Allocations Committee worked hard last year to ensure funds were allocated according to the data received from AA and from staff. She asked that if the AA was not satisfied with the allocations approved for FY 22-23 that they provide the Allocations Committee and the Planning Council with the data for the request.
- xxvii. Lisa Muttiah reported that the area received more than \$100,000 more than requested. Costs of services has increased. They are trying to get funding to services as quickly as possible.
- xxviii. Lisa replied to Gloria that these are contract amendments and that without reallocations, it is asking the AA to put money into contracts that cannot be spent.
- xxix. The AA is asking for the reallocation of the \$120,054 so that funding can get into service providers tomorrow.
- xxx. Vera Parker moved to table the reallocation vote and refer to the next Allocations Committee for review.**
- xxxi. Stan Baker interjected to remind the Chair about the motion.**
- xxxii. Judith Dillard provided the second.**
- xxxiii. Juan Meneses felt that this needed to be done now.
- xxxiv. Vera explained that she made the motion because she felt there were processes in place to handle this.
- xxxv. Kurt Wallace agreed with Vera.

- xxxvi. Gloria said that there is nothing that is keeping the AA from writing the contracts. She said the AA did not write the contracts because they want the Planning Council to redo the allocations that were approved last year.
- xxxvii. Gloria called the question.**
- xxxviii. Stan explained that when someone calls the question, a vote must occur.
- xxxix. The motion passed 15-0.**
- b. FY 21-22 State Services Reallocation (\$19,000)
 - i. Gil Flores explained that this item was on the agenda for the May Allocations Committee meeting. Because there was no quorum, the item comes directly to Planning Council.
 - ii. Judith Dillard asked from where the \$19,000 came.
 - iii. Rebecca Seymore noted that the funds came from Referral for Healthcare which will not be expended by the end of the grant year due to staff vacancies.
 - iv. Rebecca added that the request is to move the funds to Health Insurance Premium Assistance Program, which has expended all its funds.
 - v. Vera Parker moved to accept the reallocation request of FY 21-22 State Services funds (\$19,000) from Referral for Healthcare to Health Insurance.**
 - vi. Douglas Ford provided the second.**
 - vii. There was no discussion.**
 - viii. The motion was approved 14-0.**
- c. Integrated HIV Prevention and Care Plan Update
 - i. Mel LeRoy, Chair of the Comprehensive Planning Committee, introduced herself and explained the importance of the Integrated HIV Prevention and Care Plan.
 - ii. Mel introduced John Saperro, Collaborative Research, who is contracted to help with the plan.
 - iii. John explained the purpose of the integrated plan, reviewed legislative mandates, outlined how members could get involved, and discussed the planning council's next steps.
 - iv. Juan Meneses apologized for missing the Allocations Committee meeting. He said that work and traffic make it difficult to arrive on time.
 - v. Gil Flores added that the committee did discuss moving the meetings later to allow those who work more time to get to the meetings on time.

VI. Announcements

- a. Lisa Muttiah announced that the HRSA virtual site visit is next week. Executive Committee members should have received a meeting invitation.
- b. Gil Flores announced that the Consumer Input Group meeting for June needs to be rescheduled due to Juneteenth Holiday. This will be done at the PVC meeting.
- c. Gil also mentioned that the June Allocations Committee meeting is a virtual meeting, and it very important.

d. Wanda Harris George thanked John Sapero, Mel LeRoy, and Mukam Jendayi.

VII. Next Meeting

a. The next Planning Council meeting will be Tuesday, July 5, 2022 at 6:00 PM at the Tarrant County Plaza Building, 200 Taylor Street, Fort Worth, TX 76196 in the Bluebonnet D & E Rooms.

VIII. Adjournment

a. The meeting was adjourned at 8:07 PM.