

**Dutchess County HIV Health Services Planning Council**  
**DCHIVHSPC**  
**Planning and Allocations Committee**  
**Minutes**  
**Monday, June 25, 2008**

Members in Attendance: Kathleen Murphy, Chair; Melvin Garrett; Lisa Reid; Mary Spriggs

Grantee Representatives: Jay Landolfi

Planning Council Staff: Christopher Lee

Guests: Eva Grenier; Marilyn Rivera; Brad Berg

I. The Planning and Allocations (P&A) Committee meeting was called to order at 9:30am by Kathleen Murphy. Roll call was performed. There were four (4) members present at meeting. Lisa Reid was a proxy for Ben Barile, Melvin Garrett was a proxy for Elliot Lewis, and Kathleen Murphy was a proxy for Trina Hiemcke. A quorum was established. Introductions and conflict of interest disclosure took place. The Committee reviewed the draft minutes from June 11, 2008 meeting. The minutes were accepted as is.

II. The Planning and Allocations Committee discussed the prioritization of HIV services for the 2009 fiscal year. The Committee encouraged Evaluation Committee members to attend the meeting to convey any important or interesting conclusion drawn from their work in reviewing the utilization data of each service. Evaluation Committee Chair, Brad Berg, spoke about the Evaluation Committees work and findings regarding service providers. He stated that his committee has been reviewing service utilization data, presented by the Grantee, for the past few meetings. The data presented included demographics, income, and insurance statistics on consumers of Ryan White funded services in Dutchess County. Brad Berg stated that there were no specific issues that the committee wanted to portray to the Planning and Allocations Committee. It was stated that the caseload for medical case management and ambulatory/outpatient care has increased.

The Committee discussed the Health Insurance Premium and Cost Sharing Assistance service category. Grantee representative, Jay Landolfi, stated that the request for proposal has been reissued because no service provider has agreed to contract for this service. It was stated that we are six months into the contract year and there is still no contracted provider for this service category. The Planning Council allocated \$50,000 for this service category.

III. The Committee began prioritizing each service for the 2009 fiscal year using the prioritization tool. It was stated that the prioritization order does not mirror the actual funding amount. In fact, some services might be a high priority and not get funded at all. One reason for this is because some services are able to receive revenue through other means.

IV. The next Planning and Allocations Committee Meeting will be held on Wednesday, July 9, 2008 at 9:30am in the Planning Council office. At the meeting, the Committee will be speaking with a representative from the Part B Mental Health service provider. Also, the committee plans to continue with the FY2009 service prioritization process at the next meeting. The meeting was adjourned at 11:15am.