

Houston Area HIV Services Ryan White Planning Council

Priority & Allocations Committee Meeting

11:30 a.m., Thursday, October 25, 2018

Meeting Location: 2223 West Loop South, Room 416

Houston, TX 77027

AGENDA

- I. Call to Order Peta-gay Ledbetter and
Bruce Turner, Co-Chairs
- A. Moment of Reflection
 - B. Adoption of the Agenda
 - C. Approval of the Minutes
- II. Public Comment
(NOTE: If you wish to speak during the Public Comment portion of the meeting, please sign up on the clipboard at the front of the room. No one is required to give his or her name or HIV status. **When signing in, guests are not required to provide their correct or complete names.** All meetings are audio taped by the Office of Support for use in creating the meeting minutes. The audiotape and the minutes are public record. If you state your name or HIV status it will be on public record. If you would like your health status known, but do not wish to state your name, you can simply say: "I am a person living with HIV", before stating your opinion. If you represent an organization, please state that you are representing an agency and give the name of the organization. If you work for an organization, but are representing your self, please state that you are attending as an individual and not as an agency representative. Individuals can also submit written comments to a member of the staff who would be happy to read the comments on behalf of the individual at this point in the meeting.)
- III. Reports from Ryan White Grant Administration Carin Martin
- IV. Reports from the Resource Group Yvette Garvin
- V. Requests for Allocation Increases
- A. Available Part A funds: \$399,996 - See four (4) attached requests for increased funds
 - B. Available MAI* funds: \$172,541 – There are no (0) requests for increased funds
- VI. New Business Tori Williams
- A. Review Letter of Agreement with Texas Dept. of State Services
 - B. Quarterly Committee Report
- VII. Announcements
- VIII. Adjourn

**MAI = Minority AIDS Initiative*

**Houston Area HIV Services Ryan White Planning Council
Priority & Allocations Committee Meeting**

MINUTES

11:30 a.m., Wednesday, August 22, 2018

Meeting Location: 2223 West Loop South, Room 240; Houston, TX 77027

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Bruce Turner, Co-Chair	Ella Collins-Nelson	<i>Ryan White Grant Admin</i>
Bobby Cruz	Rafael Colorado	Carin Martin
Angela F. Hawkins	Paul Grunenwald, excused	
J. Hoxi Jones	Peta-gay Ledbetter, excused	<i>The Resource Group</i>
Mel Joseph		Yvette Garvin
Allen Murray		
	OTHERS PRESENT	<i>Office of Support</i>
	Nancy Miertschin, HHS	Tori Williams
		Amber Harbolt
		Diane Beck

See the attached chart at the end of the minutes for individual voting information.

Call to Order: Bruce Turner, Co-Chair, called the meeting to order at 11:44 a.m. and asked for a moment of reflection.

Approval of Agenda: Motion #1: *it was moved and seconded (Jones, Cruz) to approve the agenda. Motion carried unanimously.*

Approval of the Minutes: Motion #2: *it was moved and seconded (Hawkins, Murray) to approve the June 27, 2018 minutes. Motion carried.* Abstentions: Jones, Joseph.

Public Comment: Nancy Miertschin, Thomas Street Health Center, said that she is here on behalf of the director, Dawn Jenkins, who could not attend today. They appreciate the opportunity to request more funding. They are seeing an increase in new patients and also seeing a very large increase in the need for LPAP funds. They have already used more than double their LPAP allocation during the first three months of this year.

Updates from the Ryan White Grant Administration: Martin distributed an FY 2018 Ryan White Part A and MAI Procurement Report dated 08/22/18, see attached. She said that the final portion of the grant was received late so the contracts have only recently been fully funded.

Updates from the Resource Group: Garvin said that there was no information newer than the reports in the meeting packet .

Requests for increased funding from Ryan White Part A/MAI and Part B: The committee

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reviewed 13 requests for increased funds, nine for Part A, two for MAI, and two for Part B, for increased funding. They thoroughly reviewed each request, made their final recommendations and justified their decisions (see attached chart for details).

Motion #3: *it was moved and seconded (Murray, Jones) to approve the attached allocation increase requests for FY 2018 Ryan White Part A, MAI and Part B funds. Motion carried unanimously.*

Announcements: None.

Adjournment: The meeting adjourned at 1:28 p.m.

Submitted by:

Approved by:

Tori Williams, Director Date

Committee Chair Date

Ryan White Reallocations as of 08-22-18: Ryan White Part A, MAI* and Part B Funding

A - Part A Funds Available for Reallocation: \$703,670 M - MAI* Funds Available for Reallocation: \$130,830 B - Part B Funds Available for Reallocation: \$325,800

Control Number	Service Category	Amount Requested	Recommended Reallocations	Justification
RYAN WHITE PART A				
1-A	Health Insurance Assistance	\$300,000	\$0	Used Part B funds to increase service category, see below.
2-A	Primary Care - CBO, Targeted	\$390,000	Allocate to: SLW - \$100,000 LPAP - \$200,000	In FY18, Council reduced LPAP to fund Emergency Financial Assistance. Service has high need and history of spending the funds. SLW addresses retention in care.
3-A	Clinical Case Management	\$25,000	\$0	Other Case Management funds are available to utilize.
4-A	Oral Health - Rural	\$50,000	\$0	Used Part B funds to increase service category, see below. Also, started FY18 with higher allocation than received in FY17.
5-A	Primary Care - Rural	\$99,980	\$0	Started FY18 with higher allocation than received in FY17.
6-A	Medical Transportation – Rural and Urban	\$50,000	\$0	According to procurement report, it appears as if not using current allocation.
7-A	Primary Care - CBO, Targeted	\$200,000	\$0	Started FY18 with higher allocation than received in FY17.
8-A	Vision	\$75,000	\$25,000	Historically spends the allocation but no indication of capacity issue so provide partial increase.
9-A	Primary Care - Public Clinic	\$638,000	Allocate to: Primary Care & Intake - \$178,670 LPAP - \$200,000	Historically, LPAP allocation has been disproportionately small. Primary Care is the #1 priority service.
	TOTALS	\$1,827,980	\$703,670	
MINORITY AIDS INITIATIVE (MAI)*				
1-M	Primary Care - CBO, Targeted	\$40,000	\$40,000	FY18 increase funding scenario justifies this additional increase
2-M	Primary Care - CBO, Targeted	\$130,000	\$90,830	FY18 increase funding scenario justifies this additional increase
	TOTALS	\$170,000	\$130,830	

(CONTINUED)

A - Part A Funds Available for Reallocation: \$703,670 M - MAI* Funds Available for Reallocation: \$130,830 B - Part B Funds Available for Reallocation: \$325,800

RYAN WHITE PART B				
1-B	Oral Health – Untargeted, general and prosthodontics	\$325,000	\$143,800	Typically spends all of allocation and current service utilization.
2-B	Health Insurance Assistance	\$325,000	\$182,000	Will receive \$143,000 increase in Sept 2018. Council is committed to funding this category. Health Insurance Assistance continues to be cost effective.
	TOTALS	\$650,000	\$325,800	

*MAI = Minority AIDS Initiative

Scribe: Beck

C = chaired the meeting; VP – participated via telephone; JA – just arrived; LM – left meeting

2018 Priority & Allocations Committee Voting Record for 08/22/18

MEMBERS	Motion #1 Agenda Carried				Motion #2 June 27, 2018 Minutes Carried				Motion #3 FY18 Reallocations Carried			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
Bruce Turner, Co-Chair				C				C				C
Peta-gay Ledbetter, Co-Chair	X				X				X			
Ella Collins-Nelson	X				X				X			
Bobby Cruz		X				X				X		
Paul Grunenwald	X				X				X			
Angela F. Hawkins		X				X				X		
J. Hoxi Jones		X						X		X		
Allen Murray		X				X				X		
Rafael Colorado	X				X				X			
Mel Joseph		X						X		X		

Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent of Grant Award	Amount Procured (a)	Procurement Balance	Original Date Procured	Expended YTD	Percent YTD	Percent Expected YTD
1	Outpatient/Ambulatory Primary Care	9,634,415	391,824	0	0	0	10,026,239	46.85%	10,026,239	0		3,339,971	33%	50%
1.a	Primary Care - Public Clinic (a)	3,520,995	70,069	0	0	0	3,591,064	16.78%	3,591,064	0	3/1/2018	\$499,330	14%	42%
1.b	Primary Care - CBO Targeted to AA (a) (e) (f)	940,447	80,923	0	0	0	1,021,370	4.77%	1,021,370	0	3/1/2018	\$555,722	54%	50%
1.c	Primary Care - CBO Targeted to Hispanic (a) (e)	786,424	80,923	0	0	0	867,347	4.05%	867,347	0	3/1/2018	\$455,350	52%	50%
1.d	Primary Care - CBO Targeted to White/MSM (a) (e)	1,003,821	100,899	0	0	0	1,104,720	5.16%	1,104,720	0	3/1/2018	\$302,847	27%	50%
1.e	Primary Care - CBO Targeted to Rural (a) (e)	1,127,327	22,434	0	0	0	1,149,761	5.37%	1,149,761	0	3/1/2018	\$427,898	37%	50%
1.f	Primary Care - Women at Public Clinic (a)	1,837,964	36,576	0	0	0	1,874,540	8.76%	1,874,540	0	3/1/2018	\$945,008	50%	42%
1.g	Primary Care - Pediatric (a.1)	15,437	0	0	0	0	15,437	0.07%	15,437	0	3/1/2018	\$3,600	23%	50%
1.h	Vision	402,000	0	0	0	0	402,000	1.88%	402,000	0	3/1/2018	\$150,215	37%	50%
2	Medical Case Management	2,535,802	0	0	0	0	2,535,802	11.85%	2,535,802	0		734,165	29%	50%
2.a	Clinical Case Management	488,656	0	0	0	0	488,656	2.28%	488,656	0	3/1/2018	\$147,850	30%	50%
2.b	Med CM - Public Clinic (a)	482,722	0	0	0	0	482,722	2.26%	482,722	0	3/1/2018	\$32,060	7%	42%
2.c	Med CM - Targeted to AA (a) (e)	321,070	0	0	0	0	321,070	1.50%	321,070	0	3/1/2018	\$166,863	52%	50%
2.d	Med CM - Targeted to H/L (a) (e)	321,072	0	0	0	0	321,072	1.50%	321,072	0	3/1/2018	\$73,993	23%	50%
2.e	Med CM - Targeted to W/MSM (a) (e)	107,247	0	0	0	0	107,247	0.50%	107,247	0	3/1/2018	\$39,484	37%	50%
2.f	Med CM - Targeted to Rural (a)	348,760	0	0	0	0	348,760	1.63%	348,760	0	3/1/2018	\$109,719	31%	50%
2.g	Med CM - Women at Public Clinic (a)	180,311	0	0	0	0	180,311	0.84%	180,311	0	3/1/2018	\$66,743	37%	42%
2.h	Med CM - Targeted to Pedi (a.1)	160,051	0	0	0	0	160,051	0.75%	160,051	0	3/1/2018	\$48,680	30%	50%
2.i	Med CM - Targeted to Veterans	80,025	0	0	0	0	80,025	0.37%	80,025	0	3/1/2018	\$42,667	53%	50%
2.j	Med CM - Targeted to Youth	45,888	0	0	0	0	45,888	0.21%	45,888	0	3/1/2018	\$6,107	13%	42%
3	Local Pharmacy Assistance Program (a) (e)	1,934,796	256,674	0	0	0	2,191,470	10.24%	2,191,470	0	3/1/2018	\$846,776	39%	50%
4	Oral Health	166,404	0	0	0	0	166,404	0.78%	166,404	0	3/1/2018	\$2,700	50%	50%
4.a	Oral Health - Untargeted (c)	0	0	0	0	0	0	0.00%	0	0	N/A	\$0	0%	0%
4.b	Oral Health - Targeted to Rural	166,404	0	0	0	0	166,404	0.78%	166,404	0	3/1/2018	\$82,700	50%	50%
5	Mental Health Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
6	Health Insurance (c)	1,244,551	28,519	0	0	0	1,273,070	5.95%	1,273,070	0	3/1/2018	\$518,968	41%	50%
7	Home and Community-Based Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
8	Substance Abuse Services - Outpatient	45,677	0	0	0	0	45,677	0.21%	45,677	0	3/1/2018	\$16,919	37%	50%
9	Early Intervention Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
10	Medical Nutritional Therapy (supplements)	341,395	0	0	0	0	341,395	1.60%	341,395	0	3/1/2018	\$135,122	40%	50%
11	Hospice Services	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
12	Outreach Services	420,000	39,927	0	0	0	459,927	2.15%	459,927	0	3/1/2018	\$83,309	18%	50%
13	Non-Medical Case Management	1,231,002	0	0	0	0	1,231,002	5.75%	1,231,002	0		442,412	36%	50%
13.a	Service Linkage targeted to Youth	110,793	0	0	0	0	110,793	0.52%	110,793	0	3/1/2018	\$28,100	25%	50%
13.b	Service Linkage targeted to Newly-Diagnosed/Not-in-Care	100,000	0	0	0	0	100,000	0.47%	100,000	0	3/1/2018	\$31,625	32%	50%
13.c	Service Linkage at Public Clinic (a)	427,000	0	0	0	0	427,000	2.00%	427,000	0	3/1/2018	\$107,856	25%	42%
13.d	Service Linkage embedded in CBO Pcare (a) (e)	593,209	0	0	0	0	593,209	2.77%	593,209	0	3/1/2018	\$274,832	46%	50%
14	Medical Transportation	482,087	25,824	0	0	0	507,911	2.37%	507,911	0		141,808	28%	50%
14.a	Medical Transportation services targeted to Urban	252,680	0	0	0	0	252,680	1.18%	252,680	0	3/1/2018	\$109,020	43%	50%
14.b	Medical Transportation services targeted to Rural	97,185	0	0	0	0	97,185	0.45%	97,185	0	3/1/2018	\$32,788	34%	50%
14.c	Transportation vouchers (bus passes & gas cards)	132,222	25,824	0	0	0	158,046	0.74%	158,046	0	3/1/2018	\$0	0%	0%
15	Linguistic Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
16	Emergency Financial Assistance	450,000	0	0	0	0	450,000	2.10%	450,000	0	3/1/2018	\$13,880	0%	50%
17	Referral for Health Care and Support Services (c)	0	0	0	0	0	0	0.00%	0	0	NA	\$0	0%	0%
RES27616	Total Service Dollars	18,486,129	742,768	0	0	0	19,228,897	87.71%	19,228,897	0		6,258,840	33%	50%
	Grant Administration	1,675,047	0	0	0	0	1,675,047	7.83%	1,675,047	0	N/A	0	0%	50%
RES27617	HCPHES/RWGA Section	1,146,388	0	0	0	0	1,146,388	5.36%	1,146,388	0	N/A	\$0	0%	50%
PC	RWPC Support*	528,659	0	0	0	0	528,659	2.47%	528,659	0	N/A	0	0%	50%

Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent of Grant Award	Amount Procured (a)	Procurement Balance	Original Date Procured	Expended YTD	Percent YTD	Percent Expected YTD
BES27521	Quality Management	495,000	0	0	0	0	495,000	2.31%	495,000	0	N/A	\$0	0%	50%
		20,656,176	742,768	0	0	0	21,398,944	97.85%	21,398,944	0		6,258,840	29%	50%
	Part A Grant Award:	21,398,944	Carry Over:	0		Total Part A:	21,398,944	Unallocated	Unobligated	0	0			

	Original Allocation	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent	Total Expended on Services	Percent
Core (must not be less than 75% of total service dollars)	15,903,040	677,017	0	0	0	16,580,057	86.40%	16,580,057	86.40%
Non-Core (may not exceed 25% of total service dollars)	2,583,089	25,824	0	0	0	2,608,913	13.60%	2,608,913	13.60%
Total Service Dollars (does not include Admin and QM)	18,486,129	702,841	0	0	0	19,188,970		19,188,970	
Total Admin (must be ≤ 10% of total Part A + MAI)	1,675,047	0	0	0	0	1,675,047	7.83%		
Total QM (must be ≤ 5% of total Part A + MAI)	495,000	0	0	0	0	495,000	2.31%		

MAI Procurement Report														
Priority	Service Category	Original Allocation <i>RWPC Approved Level Funding Scenario</i>	Award Reconciliation (b)	July Adjustments (carryover)	October Adjustments	Final Quarter Adjustments	Total Allocation	Percent of Grant Award	Amount Procured (a)	Procurement Balance	Date of Procurement	Expended YTD	Percent YTD	Percent Expected YTD
1	Outpatient/Ambulatory Primary Care	1,797,785	49,060	0	0	0	1,846,845	85.23%	1,846,845	0		792,275	43%	50%
1.b (MAI)	Primary Care - CBO Targeted to African American	910,163	24,530	0	0	0	934,693	43.13%	934,693	0	3/1/2017	\$472,175	51%	50%
1.c (MAI)	Primary Care - CBO Targeted to Hispanic	887,622	24,530	0	0	0	912,152	42.09%	912,152	0	3/1/2017	\$320,100	35%	50%
2	Medical Case Management	320,100	0	0	0	0	320,100	14.77%	320,100	0		\$52,016	16%	50%
2.c (MAI)	MCM - Targeted to African American	160,050	0	0	0	0	160,050	7.39%	160,050	0		\$36,873	23%	50%
2.d (MAI)	MCM - Targeted to Hispanic	160,050	0	0	0	0	160,050	7.39%	160,050	0		\$15,142	9%	50%
	Total MAI Service Funds	2,117,885	49,060	0	0	0	2,166,945	100.00%	1,846,845	320,100		792,275	43%	50%
	Grant Administration	0	0	0	0	0	0	0.00%	0	0		0	0%	0%
	Quality Management	0	0	0	0	0	0	0.00%	0	0		0	0%	0%
	Total MAI Non-service Funds	0	0	0	0	0	0	0.00%	0	0		0	0%	0%
BEO 27518	Total MAI Funds	2,117,885	49,060	0	0	0	2,166,945	100.00%	1,846,845	320,100		792,275	43%	50%
	MAI Grant Award	2,166,944	Carry Over:	0		Total MAI:	2,166,944							
	Combined Part A and MAI Original Allocation Total	22,774,061												

Footnotes:

All When reviewing bundled categories expenditures must be evaluated both by individual service category and by combined categories. One category may exceed 100% of available funding so long as other category offsets this overage.

(a) Single local service definition is four (4) HRSA service categories (Pcare, LPAP, MCM, Non Med CM). Expenditures must be evaluated both by individual service category and by combined service categories.

(a.1) Single local service definition is three (3) HRSA service categories (does not include LPAP). Expenditures must be evaluated both by individual service category and by combined service categories.

(b) Adjustments to reflect actual award based on Increase or Decrease funding scenario.

(c) Funded under Part B and/or SS

(d) Not used at this time

(e) 10% rule reallocations

FY 2018 Ryan White Part A and MAI Service Utilization Report

SUR - 1st Quarter (3/1-5/31)

Priority	Service Category	Goal	Unduplicated Clients Served YTD	Male	Female	AA (non-Hispanic)	White (non-Hispanic)	Other (non-Hispanic)	Hispanic	0-12	13-19	20-24	25-34	35-44	45-49	50-64	65 plus
1	Outpatient/Ambulatory Primary Care (excluding Vision)	6,467	4,362	73%	27%	45%	15%	2%	38%	0%	0%	4%	25%	27%	14%	28%	2%
1.a	Primary Care - Public Clinic (a)	2,350	2,129	68%	32%	48%	10%	2%	40%	0%	0%	2%	18%	26%	15%	36%	3%
1.b	Primary Care - CBO Targeted to AA (a)	1,060	797	67%	33%	99%	0%	1%	0%	0%	0%	8%	40%	27%	11%	13%	1%
1.c	Primary Care - CBO Targeted to Hispanic (a)	960	695	85%	15%	0%	0%	0%	100%	0%	0%	5%	29%	33%	14%	18%	1%
1.d	Primary Care - CBO Targeted to White and/or MSM (a)	690	415	89%	11%	0%	88%	11%	1%	0%	0%	5%	24%	21%	16%	31%	2%
1.e	Primary Care - CBO Targeted to Rural (a)	400	376	71%	29%	44%	25%	2%	29%	0%	0%	7%	32%	25%	11%	23%	2%
1.f	Primary Care - Women at Public Clinic (a)	1,000	675	0%	100%	57%	9%	2%	32%	0%	0%	1%	13%	28%	17%	35%	5%
1.g	Primary Care - Pediatric (a)	7	6	83%	17%	17%	17%	0%	67%	17%	50%	33%	0%	0%	0%	0%	0%
1.h	Vision	1,600	724	73%	27%	49%	17%	2%	32%	0%	0%	4%	26%	20%	14%	34%	2%
2	Medical Case Management (f)	3,075	2,416														
2.a	Clinical Case Management	600	300	74%	26%	64%	16%	2%	18%	0%	0%	4%	23%	19%	12%	37%	4%
2.b	Med CM - Targeted to Public Clinic (a)	280	265	94%	6%	63%	11%	1%	25%	0%	0%	2%	31%	22%	12%	29%	4%
2.c	Med CM - Targeted to AA (a)	550	733	71%	29%	100%	0%	0%	0%	0%	0%	8%	35%	24%	11%	20%	2%
2.d	Med CM - Targeted to H/L(a)	550	327	86%	14%	0%	0%	0%	100%	0%	1%	5%	31%	32%	9%	20%	2%
2.e	Med CM - Targeted to White and/or MSM (a)	260	183	90%	10%	0%	90%	10%	0%	0%	0%	3%	25%	19%	12%	36%	5%
2.f	Med CM - Targeted to Rural (a)	150	330	68%	32%	52%	25%	2%	20%	0%	0%	7%	25%	20%	10%	33%	5%
2.g	Med CM - Targeted to Women at Public Clinic (a)	240	125	0%	100%	66%	8%	4%	22%	0%	0%	0%	14%	34%	23%	24%	4%
2.h	Med CM - Targeted to Pedi (a)	125	67	63%	37%	75%	6%	0%	19%	61%	34%	4%	0%	0%	0%	0%	0%
2.i	Med CM - Targeted to Veterans	200	80	98%	3%	78%	16%	0%	6%	0%	0%	0%	1%	3%	6%	68%	23%
2.j	Med CM - Targeted to Youth	120	6	100%	0%	83%	0%	0%	17%	0%	0%	100%	0%	0%	0%	0%	0%
3	Local Drug Reimbursement Program (a)	2,845	2,177	77%	23%	46%	17%	2%	36%	0%	0%	4%	25%	29%	16%	25%	1%
4	Oral Health	200	136	63%	38%	39%	32%	3%	26%	0%	0%	3%	14%	29%	12%	38%	4%
4.a	Oral Health - Untargeted (d)	NA	NA	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
4.b	Oral Health - Rural Target	200	136	63%	38%	39%	32%	3%	26%	0%	0%	3%	14%	29%	12%	38%	4%
5	Mental Health Services (d)	NA	NA														
6	Health Insurance	1,700	576	84%	16%	36%	34%	3%	27%	0%	0%	2%	14%	15%	16%	45%	9%
7	Home and Community Based Services (d)	NA	NA														
8	Substance Abuse Treatment - Outpatient	40	9	100%	0%	11%	33%	11%	44%	0%	0%	0%	56%	11%	11%	22%	0%
9	Early Medical Intervention Services (d)	NA	NA														
10	Medical Nutritional Therapy/Nutritional Supplements	650	295	79%	21%	38%	21%	3%	37%	0%	0%	1%	10%	14%	19%	47%	9%
11	Hospice Services (d)	NA	NA														
12	Outreach	NA	126	66%	34%	63%	7%	1%	29%	0%	0%	4%	32%	24%	13%	25%	2%
13	Non-Medical Case Management	7,045	2,700														
13.a	Service Linkage Targeted to Youth	320	60	73%	27%	70%	3%	3%	23%	0%	8%	92%	0%	0%	0%	0%	0%
13.b	Service Linkage at Testing Sites	260	50	60%	40%	72%	4%	2%	22%	0%	0%	0%	58%	20%	10%	12%	0%
13.c	Service Linkage at Public Clinic Primary Care Program (a)	3,700	1,144	65%	35%	63%	9%	2%	26%	0%	0%	0%	18%	22%	13%	41%	5%
13.d	Service Linkage at CBO Primary Care Programs (a)	2,765	1,446	77%	23%	53%	12%	2%	33%	0%	0%	7%	29%	25%	14%	23%	2%
14	Transportation	2,850	942														
14.a	Transportation Services - Urban	170	200	66%	35%	59%	15%	3%	24%	0%	0%	8%	27%	22%	14%	27%	4%
14.b	Transportation Services - Rural	130	61	70%	30%	43%	30%	2%	26%	0%	0%	7%	18%	20%	16%	38%	2%
14.c	Transportation vouchersing	2,550	681														
15	Linguistic Services (d)	NA	NA														
16	Emergency Financial Assistance (e)	NA	0														
17	Referral for Health Care - Non Core Service (d)	NA	NA														
Net unduplicated clients served - all categories*		11,657	8,017	74%	26%	51%	15%	2%	32%	1%	1%	4%	23%	24%	13%	31%	4%
Living AIDS cases + estimated Living HIV non-AIDS (from FY 17 App) (b)		NA	22,830	74%	26%	49%	23%	3%	25%	0%	6%		18%	27%	30%	18%	

FY 2018 Ryan White Part A and MAI Service Utilization Report

RW MAI Service Utilization Report																	
Priority	Service Category	Goal	Unduplicated MAI Clients Served YTD	Male	Female	AA (non-Hispanic)	White (non-Hispanic)	Other (non-Hispanic)	Hispanic	0-12	13-19	20-24	25-34	35-44	45-49	50-64	65 plus
	MAI unduplicated served includes clients also served under Part A																
	Outpatient/Ambulatory Primary Care (excluding Vision)																
1.b	Primary Care - MAI CBO Targeted to AA (g)	1,060	880	73%	27%	100%	0%	0%	0%	0%	0%	9%	36%	26%	11%	18%	1%
1.c	Primary Care - MAI CBO Targeted to Hispanic (g)	960	553	89%	11%	0%	0%	0%	100%	0%	0%	5%	33%	33%	12%	16%	1%
2	Medical Case Management (f)																
2.c	Med CM - Targeted to AA (a)	1,060	133	75%	25%	54%	17%	1%	28%	0%	1%	6%	29%	35%	11%	17%	1%
2.d	Med CM - Targeted to H/L(a)	960	27	85%	15%	52%	22%	7%	19%	0%	0%	4%	37%	22%	7%	28%	4%

RW Part A New Client Service Utilization Report																	
Report reflects the number & demographics of clients served during the report period who did not receive services during previous 12 months (3/1/12 - 2/28/13)																	
Priority	Service Category	Goal	Unduplicated New Clients Served YTD	Male	Female	AA (non-Hispanic)	White (non-Hispanic)	Other (non-Hispanic)	Hispanic	0-12	13-19	20-24	25-34	35-44	45-49	50-64	65 plus
1	Primary Medical Care	2,100	564	79%	21%	52%	15%	2%	31%	0%	1%	9%	34%	26%	10%	20%	2%
2	LPAP	1,200	133	75%	25%	54%	17%	1%	28%	0%	1%	6%	29%	35%	11%	17%	1%
3.a	Clinical Case Management	400	27	85%	15%	52%	22%	7%	19%	0%	0%	4%	37%	22%	7%	26%	4%
3.b-3.h	Medical Case Management	1,600	288	77%	23%	54%	16%	2%	28%	3%	1%	8%	36%	26%	9%	17%	1%
3.i	Medical Case Management - Targeted to Veterans	60	8	100%	0%	63%	38%	0%	0%	0%	0%	8%	36%	26%	9%	17%	1%
4	Oral Health	40	7	57%	43%	71%	14%	0%	14%	0%	0%	0%	0%	0%	38%	38%	25%
12.a.	Non-Medical Case Management (Service Linkage)	3,700	604	72%	28%	59%	12%	2%	26%	0%	1%	6%	28%	23%	10%	28%	0%
12.c.																	
12.d.																	
12.b	Service Linkage at Testing Sites	260	46	63%	37%	83%	2%	0%	15%	0%	0%	22%	46%	20%	7%	7%	0%

Footnotes:

(a) Bundled Category

(b) Age groups 13-19 and 20-24 combined together; Age groups 55-64 and 65+ combined together.

(d) Funded by Part B and/or State Services

(e) Not funded in FY 2017

(f) Total MCM served does not include Clinical Case Management

FY 2017 Ryan White Part A
WICY Expenditure Report Worksheet

	A	B	C	D	E	F	G	H	I
1	Section A: Identifying Information		FY 2017 Part A Core Medical Service Expenditures	\$16,260,580.00	Total FY 2017 Part A Formula Award	\$14,088,300.00			
2	Carin Martin		FY 2017 Part A Support Service Expenditures	\$2,140,181.00	Total FY 2017 Part A Supplemental Award	\$6,567,876.00			
3	713-439-6041		FY 2017 Part A MAI Service Expenditures	\$2,568,330.00	Total FY 2017 Part A MAI Award	\$2,117,885.00			
4					Total FY 2016 Part A Carryover Amount (Including MAI)	\$1,076,138.00			
5	Are you requesting a WICY Waiver? (select "yes" or "no" in the dropdown menu in cell B5):	Yes							
6			TOTAL Service Expenditures from ALL FUNDING SOURCES	\$20,969,091.00	GRAND TOTAL from ALL Awards	\$23,850,199.00			
7									
8									
9	Section B: Percent of HIV/AIDS Cases in the EMA/TGA for:	Women:	29.12%	Infants:	0.01%	Children:	0.23%	Youth	4.79%
10		<i>Note: In some cases the above cells will automatically convert the percentage based upon the numbers entered. Therefore, if the percent of estimated living HIV/AIDS cases for children in your EMA/TGA is 0.02%, you must input the number as .0002 so when the cell converts it, it becomes 0.02%.</i>							
11		Expenditures for Women		Expenditures for Infants		Expenditures for Children		Expenditures for Youth	
12	Total Part A Funds Used to Provide Services in FY 2017:	#1. Amount	#2. Percent	#3. Amount	#4. Percent	#5. Amount	#6. Percent	#7. Amount	#8. Percent
13		\$4,513,752.00	21.53%	\$32,265.00	0.15%	\$8,893.00	0.19%	\$1,133,464.00	5.41%
14	Section C: WICY Waiver Expenditures FY 2017: If you have Part A Expenditures less than the Percent of HIV/AIDS Cases in the EMA/TGA for any WICY Population, complete the Expenditure information below. This information will serve as the justification for the Waiver.	Use CDC Data from Calendar Year 15 for FY 17 Reporting of WICY Expenditure Report							
15	Total Part B Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
16	Total Part C Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
17	Total Part D Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
18	Total Medicaid Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
19	Total Medicare Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
20	Total CHIP Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
21	Other Funds Used to Provide Services in FY 2017: ADAP	\$8,047,551.72	38.38%	\$0.00	0.00%	\$16,314.48	0.08%	\$0.00	0.00%
22	Other Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
23	Other Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
24	Other Funds Used to Provide Services in FY 2017:	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
25	Total	\$12,561,303.72	59.90%	\$32,265.00	0.15%	\$55,207.48	0.26%	\$1,133,464.00	5.41%

Number of Women, Infants, Children and Youth Living with HIV non AIDS
and AIDS as of December 31, 2015 for EMAs/TGAs*

EMA / TGA	Total HIV/AIDS Cases	WICY Total	Pctg.	Women	Pctg.	Youth	Pctg.	Children	Pctg.	Infants	Pctg.
Atlanta, GA	28,732	6,842	23.81%	5,660	19.70%	1,114	3.88%	65	0.23%	3	0.01%
Austin, TX	5,568	987	17.73%	764	13.72%	214	3.84%	9	0.16%	0	0.00%
Baltimore, MD	18,367	6,837	37.22%	6,207	33.79%	599	3.26%	29	0.16%	2	0.01%
Baton Rouge, LA	5,075	2,088	41.14%	1,769	34.86%	300	5.91%	19	0.37%	0	0.00%
Boston, MA	16,996	5,095	29.98%	4,671	27.48%	394	2.32%	28	0.16%	2	0.01%
Charlotte, NC	7,032	2,302	32.74%	1,926	27.39%	357	5.08%	18	0.26%	1	0.01%
Chicago, IL	31,009	7,390	23.83%	6,003	19.36%	1,291	4.16%	93	0.30%	3	0.01%
Cleveland, OH	5,297	1,314	24.81%	1,034	19.52%	270	5.10%	10	0.19%	0	0.00%
Columbus, OH	5,391	1,198	22.22%	938	17.40%	242	4.49%	17	0.32%	1	0.02%
Dallas, TX	19,870	4,497	22.63%	3,606	18.15%	866	4.36%	22	0.11%	3	0.02%
Denver, CO	9,132	1,137	12.45%	974	10.67%	141	1.54%	22	0.24%	0	0.00%
Detroit, MI	10,519	2,874	27.32%	2,252	21.41%	607	5.77%	14	0.13%	1	0.01%
Fort Lauderdale, FL	18,187	5,617	30.88%	5,117	28.14%	477	2.62%	22	0.12%	1	0.01%
Fort Worth, TX	5,153	1,479	28.70%	1,186	23.02%	280	5.43%	13	0.25%	0	0.00%
Hartford, CT	3,654	1,224	33.50%	1,139	31.17%	83	2.27%	2	0.05%	0	0.00%
Houston, TX	26,305	7,661	29.12%	6,339	24.10%	1,259	4.79%	60	0.23%	3	0.01%
Indianapolis, IN	4,967	1,122	22.59%	855	17.21%	257	5.17%	9	0.18%	1	0.02%
Jacksonville, FL	6,721	2,592	38.57%	2,263	33.67%	313	4.66%	15	0.22%	1	0.01%
Kansas City, MO	4,939	948	19.19%	764	15.47%	166	3.36%	18	0.36%	0	0.00%
Las Vegas, NV	7,105	1,367	19.24%	1,094	15.40%	263	3.70%	9	0.13%	1	0.01%
Los Angeles, CA	49,311	6,813	13.82%	5,460	11.07%	1,321	2.68%	31	0.06%	1	0.00%
Memphis, TN	7,714	2,734	35.44%	2,292	29.71%	417	5.41%	21	0.27%	4	0.05%
Miami, FL	28,995	8,363	28.84%	7,467	25.75%	864	2.98%	28	0.10%	4	0.01%
Mineola, NY	6,267	2,095	33.43%	1,885	30.08%	203	3.24%	7	0.11%	0	0.00%
Minneapolis, MN	6,762	1,719	25.42%	1,491	22.05%	201	2.97%	26	0.38%	1	0.01%
Nashville, TN	5,282	1,306	24.73%	1,091	20.66%	189	3.58%	25	0.47%	1	0.02%
New Brunswick, NJ	3,102	1,132	36.49%	1,036	33.40%	90	2.90%	6	0.19%	0	0.00%
New Haven, CT	6,241	2,245	35.97%	2,080	33.33%	163	2.61%	2	0.03%	0	0.00%
New Orleans, LA	8,623	2,620	30.38%	2,191	25.41%	403	4.67%	23	0.27%	3	0.03%
New York, NY	107,873	34,083	31.60%	30,908	28.65%	3,070	2.85%	101	0.09%	4	0.00%
Newark, NJ	13,789	5,499	39.88%	5,043	36.57%	414	3.00%	42	0.30%	0	0.00%
Norfolk, VA	6,671	2,088	31.30%	1,734	25.99%	343	5.14%	11	0.16%	0	0.00%
Oakland, CA	8,072	1,602	19.85%	1,377	17.06%	214	2.65%	10	0.12%	1	0.01%
Orlando, FL	11,372	3,112	27.37%	2,647	23.28%	444	3.90%	19	0.17%	2	0.02%
Paterson, NJ	4,562	1,616	35.42%	1,483	32.51%	127	2.78%	6	0.13%	0	0.00%
Philadelphia, PA	25,030	7,850	31.36%	6,908	27.60%	885	3.54%	55	0.22%	2	0.01%
Phoenix, AZ	10,835	1,800	16.61%	1,381	12.75%	384	3.54%	35	0.32%	0	0.00%
Portland, OR	4,795	606	12.64%	517	10.78%	85	1.77%	4	0.08%	0	0.00%
Sacramento, CA	3,873	733	18.93%	612	15.80%	110	2.84%	10	0.26%	1	0.03%
Saint Louis, MO	7,182	1,735	24.16%	1,328	18.49%	389	5.42%	17	0.24%	1	0.01%
San Antonio, TX	5,966	1,152	19.31%	813	13.63%	324	5.43%	14	0.23%	1	0.02%
San Bernardino, CA	8,985	1,480	16.47%	1,173	13.06%	291	3.24%	14	0.16%	2	0.02%
San Diego, CA	13,275	1,545	11.64%	1,271	9.57%	261	1.97%	12	0.09%	1	0.01%
San Francisco, CA	17,886	1,307	7.31%	1,143	6.39%	159	0.89%	5	0.03%	0	0.00%
San Jose, CA	3,537	513	14.50%	442	12.50%	65	1.84%	6	0.17%	0	0.00%
San Juan, PR	12,129	3,996	32.95%	3,711	30.60%	279	2.30%	6	0.05%	0	0.00%
Santa Ana, CA	7,258	1,027	14.15%	821	11.31%	194	2.67%	12	0.17%	0	0.00%
Seattle, WA	8,343	1,117	13.39%	957	11.47%	141	1.69%	19	0.23%	0	0.00%
Secaucus, NJ	5,589	1,582	28.31%	1,449	25.93%	128	2.29%	5	0.09%	0	0.00%
Tampa, FL	11,686	3,387	28.98%	2,902	24.83%	465	3.98%	19	0.16%	1	0.01%
Washington, DC	35,249	11,272	31.98%	10,123	28.72%	1,071	3.04%	77	0.22%	1	0.00%
West Palm Beach, FL	8,333	3,260	39.12%	2,990	35.88%	253	3.04%	16	0.19%	1	0.01%
TOTAL	704,606	185,960		161,287		23,440		1,178		55	

The Houston Regional HIV/AIDS Resource Group, Inc.
FY 1819 Ryan White Part B
Procurement Report
April 1, 2018 - March 31, 2019



Reflects spending through August 2018

Spending Target: 41%

Revised 10/9/2018

Priority	Service Category	Original Allocation per RWPC	% of Grant Award	Amendment*	Contractual Amount	% of Grant Award	Date of Original Procurement	Expended YTD	Percent YTD
6	Oral Health Care	\$2,085,565	62%	\$0	\$2,085,565	62%	4/1/2018	\$762,321	37%
7	Health Insurance Premiums and Cost Sharing (1)	\$726,885	22%	\$0	\$726,885	22%	4/1/2018	\$0	0%
9	Home and Community Based Health Services (2)	\$202,315	6%	\$0	\$202,315	6%	4/1/2018	\$46,880	23%
	Unallocated (will be approved by RWPC)	\$325,806	10%	\$0	\$325,806	10%	4/1/2018	\$0	0%
Total Houston HSDA		3,340,571	100%	\$0	\$3,340,571	100%		809,201	24%

Note: Spending variances of 10% will be addressed:

1 HIP - Funded by Part A, B and State Services. Provider focused on State Services which closed in August will resume RWB billing.

The Houston Regional HIV/AIDS Resource Group, Inc.
FY 1718 DSHS State Services
Procurement Report
September 1, 2017- August 31, 2018



Chart reflects spending through August 2018

Spending Target: 100%

Revised 10/9/2018

Priority	Service Category	Original Allocation per RWPC	% of Grant Award	Amendment	Contractual Amount	% of Grant Award	Date of Original Procurement	Expended YTD	Percent YTD
6	Mental Health Services (1)	\$300,000	16%	-\$71,060	\$228,940	13%	9/1/2017	\$157,112	69%
7	Health Insurance Premiums and Cost Sharing (2)	\$937,694	50%		\$937,694	52%	9/1/2017	\$962,817	103%
9	Hospice (3)	\$414,832	22%		\$414,832	23%	9/1/2017	\$326,040	79%
11	EIS - Incarcerated (4)	\$166,211	9%	\$0	\$166,211	9%	9/1/2017	\$166,211	100%
16	Linguistic Services (5)	\$48,000	3%		\$48,000	3%	9/1/2017	\$38,650	81%
Total Houston HSDA		1,866,737	100%	-\$71,060	\$1,795,677	100%		1,650,830	92%

2017 - 2018 DSHS State Services Service Utilization Report
9/1/2017 thru 8/31/2018 Houston HSDA (4816)
4th Quarter

Revised 9/19/2018

Funded Service	UDC		Gender				Race				Age Group							
	Goal	YTD	Male	Female	FTM	MTF	AA	White	Hisp	Other	0-12	13-19	20-24	25-34	35-44	45-49	50-64	65+
Health Insurance Premiums & Cost Sharing Assistance	1,600	1,094	82.27%	17.64%	0.00%	0.09%	39.21%	30.99%	27.79%	2.01%	0.00%	0.09%	1.55%	14.81%	18.10%	15.45%	43.14%	6.86%
Hospice	40	40	75.00%	22.50%	0.00%	2.50%	55.00%	22.50%	22.50%	0.00%	0.00%	0.00%	7.50%	22.50%	12.50%	50.00%	7.50%	
Linguistic/Interpreter Services	70	49	59.18%	38.78%	0.00%	2.04%	48.98%	6.12%	6.12%	38.78%	0.00%	0.00%	4.10%	10.20%	26.53%	36.73%	22.44%	0.00%
Mental Health Services	325	175	94.86%	3.43%	0.00%	1.71%	30.29%	52.00%	17.14%	0.57%	0.00%	0.00%	0.57%	16.57%	16.57%	16.00%	43.43%	6.86%
Group:		35																
Individual:		163																
Unduplicated Clients Served By State Services Funds:	NA	1,556	77.83%	20.59%	0.00%	1.59%	43.37%	27.90%	18.39%	10.34%	0.00%	0.02%	1.56%	12.27%	20.93%	20.17%	39.75%	5.31%

NOTE: Missing data in ARIES for August 2017 due to pending CPCDMS Upload

Report Date: 9/14/2017

Houston Ryan White Health Insurance Assistance Service Utilization Report



Period Reported:

09/01/2017-08/31/18

Revised: 10/8/2018

Request by Type	Assisted			NOT Assisted		
	Number of Requests (UOS)		Number of Clients (UDC)	Number of Requests (UOS)	Dollar Amount of Requests	Number of Clients (UDC)
Medical Co-Payment	1713	\$163,854.21	616			0
Medical Deductible	216	\$73,827.27	146			0
Medical Premium	6741	\$2,666,498.73	897			0
Pharmacy Co-Payment	5551	\$761,961.15	1421			0
APTC Tax Liability	0	\$0.00	0			0
Out of Network Out of Pocket	0	\$0.00	0			0
ACA Premium Subsidy Repayment	7	\$2,930.12	14	NA	NA	NA
Totals:	14228	\$3,663,211.24	3094	0	\$0.00	

Comments: This report represents services provided under all grants.

Houston Ryan White Health Insurance Assistance Service Utilization Report



Period Reported:

09/01/2017-07/31/18

Revised: 9/10/2018

Request by Type	Assisted			NOT Assisted		
	Number of Requests (UOS)		Number of Clients (UDC)	Number of Requests (UOS)	Dollar Amount of Requests	Number of Clients (UDC)
Medical Co-Payment	1614	\$154,579.84	599			0
Medical Deductible	199	\$71,394.62	140			0
Medical Premium	6237	\$2,448,389.45	881			0
Pharmacy Co-Payment	5404	\$744,137.90	1409			0
APTC Tax Liability	0	\$0.00	0			0
Out of Network Out of Pocket	0	\$0.00	0			0
ACA Premium Subsidy Repayment	7	\$2,930.12	14	NA	NA	NA
Totals:	13461	\$3,415,571.69	3043	0	\$0.00	

Comments: This report represents services provided under all grants.

DRAFT THAT INCLUDES 2012 SUGGESTED CHANGES

**Houston Area HIV Services Ryan White Planning Council
2223 West Loop South, Suite 240, Houston, Texas 77027
713 572-3724 telephone; 713 572-3740 fax**

LETTER OF AGREEMENT

Parties to the Letter of Agreement:

1. Harris County Judge – The “Chief Elected Official” (CEO)
2. Houston Eligible Metropolitan Area (EMA) Ryan White Part A Planning Council – The “Planning Council” (RWPC)
3. Houston EMA Office of Support for the Ryan White Part A Planning Council
4. Texas Department of State Health Services (~~DSHS~~TDSHS) - Part B Grantee
5. Houston Regional HIV/AIDS Resource Group, Inc. - Houston HIV Service Delivery Area (HSDA) Part B Administrative Agency
6. Harris County Public Health ~~and Environmental~~ Services, ~~HIV Services~~Ryan White Grant Administration Section (~~HCPHES/HIV Services~~HCPHS/RWGA) - Houston EMA Part A Administrative Agency

PURPOSE

This Letter of Agreement is created to facilitate cooperative and collaborative working relationships between and among the Ryan White Part B Administrative Agency (AA) and the Ryan White Part A Planning Council, its affiliated AA and the Planning Council staff. The Health Resources and Services Administration (HRSA), a division of the United States Department of Health and Human Services, encourages stakeholders to draft a Letter of Agreement (LOA) to better define responsibilities for the Houston Eligible Metropolitan Area (EMA) and the Houston Health Services Delivery Area (HSDA) designated by the Texas Department of State Health Services (~~DSHS~~TDSHS). The Houston EMA is designated by HRSA to receive Ryan White Program Part A funds to provide services to People Living with HIV/AIDS (PLWH/A). The Houston EMA is a six-county area in southeast Texas that consists of Chambers, Fort Bend, Harris, Liberty, Montgomery and Waller counties. The Houston HSDA consists of these same six counties and four others – Austin, Colorado, Walker and Wharton.

This document is not intended to restate all HRSA and ~~DSHS~~TDSHS rules, but rather to clarify entity roles and outline procedures that will foster productive interaction and efficient communication between and among the six stakeholders.

This LOA is a dynamic tool to help the principle stakeholders avert conflict and foster collaborative relationships and decision-making processes. The underlying foundation of the agreement is the principle of mutual respect. Mutual respect is created through open communication, active listening, seeking understanding, and acknowledging our mutual goals. This document is built upon the understanding that the six entities are equal stakeholders in the

Ryan White process with the mutual goal of helping individuals and families living with HIV/AIDS obtain the highest quality and most appropriate Ryan White Program eligible services.

HRSA DEFINED ROLES AND DUTIES

The following is taken from the 2002 HRSA Title I (Part A) manual and the Title I (Part A) Planning Council Primer and describes the role and duties of the:

Chief Elected Official (CEO or Grantee for Part A):

The CEO is the person who officially receives the Part A Ryan White Program funds. In the Houston Eligible Metropolitan Area (EMA), the CEO is the County Judge, making the Judge ultimately responsible for administering all aspects of the Part A funds. Duties include: ensuring that all legal requirements are met, appointing all members of the Planning Council and selecting the Harris County ~~Publie~~Public Health ~~and Environmental~~ Services (~~HCPHESH~~HCPHS) to be the Administrative Agency (or grantee) for the Part A funding.

Houston Ryan White Part A Planning Council

This entity is a group of volunteers appointed by the CEO whose purpose is to plan for and oversee the delivery of services to persons with HIV in the defined EMA/HSDA. Duties include: setting up planning body operations; setting priorities; allocating resources to those priorities; and assessing the administrative mechanism which means reviewing how long the grantee takes to pay providers, reviewing whether the funds are used to pay only for services that were identified as priorities by the planning council and whether all the funds are spent. The Council also works with the Administrative ~~Agency~~Agencies to assess need, develop a comprehensive plan, coordinate with other Ryan White Program programs and services, and reallocate funds. The Council reports to the CEO.

Planning Council Office of Support:

This entity provides administrative support to the Council. Duties include: coordinating and staffing all Council processes; interfacing with HRSA, the CEO's Office and other County Offices regarding Council business; and assisting Council members to stay in compliance with federal and county rules and regulations as well as Council bylaws, policies and procedures. The Manager of the Office of Support reports to the Planning Council and the CEO.

Ryan White Part A Administrative Agency (CEO's Agent, also called the Part A grantee):

This entity carries out the day-to-day administrative activities required to implement and administer services in the defined EMA according to the plan set forth by the Planning Council. Duties include: procuring services for people living with HIV or AIDS (PLWH/A) consistent with Planning Council priorities and allocations, including all aspects of the RFP, review, award and contracting process with service providers: establishing intergovernmental agreements; ensuring services to women, infants, children, and youth with HIV/AIDS disease; ensuring that Ryan White Program Part A funds are used to fill gaps; ensuring delivery of quality services; preparing and submitting Part A applications; assuring all services are in compliance with HRSA rules and regulations; limiting grantee administrative costs; limiting contractor administrative costs; monitoring contracts; advising the Council on HRSA mandates; and working with the Council to assess need, develop a comprehensive plan, coordinate with other Ryan White Program grantees and service providers programs and services, and reallocate funds.

Texas Department of State Health Services (DSHSTDSHS)

This entity is the Ryan White Program Part B and State Services (SS) Grantee for the state of Texas. The Part B grantee is the entity that officially receives the Part B funds. In Texas, DSHSTDSHS is ultimately responsible for administering all aspects of Part B and SS funds. Duties include: ensuring that all legal requirements are met, selecting and contracting with Part B/SS AAs, providing oversight, monitoring and technical assistance to AAs in the planning and implementation of Part B/SS funds.

Houston Regional HIV/AIDS Resource Group, Inc.

This entity is contracted by DSHSTDSHS to carry out the day-to-day administrative activities required to implement and administer services in the Part B and State Services (SS) HIV/AIDS Administrative Service Area (HASA) according to the comprehensive plan. Duties include: procuring services for PLWH/A consistent with the local priorities and allocation as approved by DSHSTDSHS, including all aspects of the RFP, review, award and contracting process with service providers: establishing intergovernmental agreements; ensuring services to women, infants, children, and youth with HIV/AIDS disease; **(ADD): ensuring services to rural residents with HIV/AIDS disease residing in the HSDA;** ensuring that Ryan White Program funds are used to fill gaps; ensuring delivery of quality services; preparing and submitting Part B applications to the State; assuring all services are in compliance with HRSA rules and regulations; limiting grantee administrative costs; limiting contractor administrative costs; monitoring contracts; and assessing need, developing a comprehensive plan, coordinating with other Ryan White Program grantees and services, and reallocating funds.

DEFINED RESPONSIBILITIES IN THE HOUSTON EMA/HSDA

In areas where there is shared responsibility between the Part A Planning Council, Part A & B/SS AAs, and the Office of Council Support, it is agreed that, in the Houston EMA/HSDA, the entities named above will have primary responsibility for initiating and completing the following:

- ~~• The Part B AA, Part A Planning Council, and Part A Office of Support will collaborate on a Needs Assessment process to determine the size and demographics of the population of individuals with HIV/AIDS disease in the Houston EMA/HSDA, and through this process jointly determine the needs of such populations in the defined geographic area.~~
- ~~• The Planning Council will indicate to the Part A and Part B grantees, through the service definitions and the standards of care, how the services are to be configured.~~
- ~~• The Part B AA and the Part A Planning Council will collaborate to develop a single list of service priorities for the Houston HSDA.~~
- ~~• The Planning Council will develop recommendations for Part B and state services allocations for the EMA/HSDA. (Recommended priorities and allocations for the EMA/HSDA may not be changed by the Part B Administrative Agency and must be presented to DSHS for approval.)~~

~~Both AAs will collaborate with the Planning Council~~Houston Ryan White Planning Council and Part A and B/SS Administrative Agents agree to:

- Collaborate in developing the Part A and B/SS Standards of Care for Parts A and B.
- Both AAs will collaborate with the Planning CouncilCollaborate in determining the Part A/Part B/SS Outcome Measures.
- ~~• The Planning Council will develop recommendations for the reallocation of Part B and state services funding in the defined EMA/HSDA~~

- ~~• The Part B AA and the Planning Council will collaborate on the production of, and updates to, the Comprehensive Needs Assessment for the defined EMA/HSDA.~~
- ~~• DSHS recommends that the Part B Administrative Agency Planner (or other AA personnel) be appointed as the Part B grantee designated representative to the Part A Planning Council. This Part B representative would be eligible to fill several positions, including the HRSA designated position of "Hospital Planning Agency or Other Healthcare Planning Agency".~~
- ~~• The Part B AA will provide data and give periodic reports to the Planning Council as needed, requested, or determined as agreed upon between the Part B AA and the Planning Council.~~
- The Part B AA, DSHS, The Part B/SS AA, TDSHS, and Part A AA will develop procedures to ensure that Part A, Part B & State Services client level data is entered into the ARIES system whether through direct input or import.

Houston Ryan White Planning Council and Part B/SS Administrative Agency (The Resource Group) agree to:

- Collaborate to provide guidance and leadership in the development and implementation of a timeline for all required Part B/SS AA and Council work products that is consistent with published deadlines.
- Collaborate on planning and completion of multi-year and/or recurring processes such as needs assessment and comprehensive planning in order that the Council is appropriately informed of its deadlines and expected work products.
- Work Collaborate on a Needs Assessment process to determine the size and demographics of the population of individuals with HIV/AIDS disease in the Houston EMA/HSDA, and through this process jointly determine the needs of such populations in the defined geographic area.
- Collaborate on the production of, and updates to, the Comprehensive Needs Assessment for the defined EMA/HSDA.
- The Part B/SS AA and the Part A Planning Council will collaborate to develop ~~the a single~~ list of service priorities for the Houston HSDA.

Houston Ryan White Planning Council agrees to:

- Indicate to the Part A and Part B/SS AAs, through the service definitions and the standards of care, how the services are to be configured.
- Develop recommendations for Part B and State Services allocations for the EMA/HSDA. (Recommended priorities and allocations and reallocations for the EMA/HSDA may not be changed by the Part B/SS Administrative Agency and must be presented to TDSHS for approval.)
- Develop recommendations for the reallocation of Part B and State Services funds.
- Assess the Part B/SS AA administrative mechanism which means reviewing how long the AA takes to pay providers, reviewing whether the funds are used to pay only for services that were identified as priorities by the planning council and whether all the funds are spent. (Per the County Judge's Office: Distribute copies of the final assessment to DSHS, the Part B/SS AA and the Chair of the Board of Directors for the Houston AA for RW Part B and State Services.) This will be done annually in January.
- Solicit input from the Part B/SS AA in the development of the Houston EMA/HSDA HIV/AIDS Resource Guide, commonly known as The Blue Book ~~for the Houston EMA/HSDA.~~

Reviewing and Updating the LOA: Part B/State Services Administrative Agency agrees to:

- Provide accurate, timely, aggregate service category and other information needed or requested for the different Council processes such as the *How to Best Meet the Need*, priority setting, annual allocations, reallocations and other processes.
- Coordinate and staff the Part B/SS Standard of Care and Outcome Measures Work Groups in order to ensure appropriate interface with the Quality Management Program and because Standards of Care must also reflect all HRSA Ryan White and TDSHS programmatic and fiscal guidelines and more.
- Within thirty days of receiving a notice of grant award for Part B or State Services funding, inform the Office of Support in writing of the award amount and date of notice.
- At a minimum, inform the Office of Support after the initial grant awards are distributed and within 45 days after the end of the second quarter of any unobligated funds available for reallocation.
- Notify all Part B/SS agencies when the Priority and Allocations Committee is preparing to allocate or reallocate funds.
- Within 30 days of announcing the availability of funds, provide the Council with de-identified service category increased funding requests so that the Council can review and make recommendations for reallocating these funds.
- Inform the Office of Support within thirty days of any allocation changes made under the Houston RWPC-approved “10% rule”. The 10% rule allows the administrative agency to shift funds between Service Categories without prior Council recommendation so long as the funds shifted are no more than 10% of the current approved TDSHS allocation for either service category affected by the change.
- In the final quarter of the Ryan White Part B and State Services grant years, after implementing the year end Council-approved reallocation of unspent funds and utilizing the existing 10% reallocation rule to the extent feasible, the Part B/SS AA may reallocate any remaining unspent funds as necessary to ensure no funds are returned to the Texas Department of State Health Services (TDSHS). If funds are to be moved from the Houston HSDA, the Part B/SS AA will notify the Office of Support no later than when the information is submitted to the TDSHS. The Office of Support will notify the members of the Priority and Allocations Committee upon receipt and the Steering Committee and Council at their next scheduled meetings.
- Annually in November of each year ~~the Part B AA will~~, contact the principal Stakeholders (i.e., RWPC, RWPC Office of Support, CEO ~~and~~, Administrative Agency and TDSHS) in this LOA to see if any of the Stakeholders wish to review and/or revise the document. This annual process will provide an opportunity for Stakeholders to ensure the LOA will continue to be responsive to the needs and responsibilities of all concerned.

Distributing Information to the Council, its Committees and Work Groups: Information will be delivered to the Manager of the Office of Support for distribution to the Council, its Committees and workgroups. The Manager will determine the appropriate process to be used to disseminate the information. When providing information, please keep the following in mind:

- 1.) Requests requiring Council or committee approval must be submitted in writing eight days before the date of the meeting.
- 2.) If the information does not require approval, submission of the information eight days before the date of the meeting is preferred.

3.) Once a workgroup or committee has created a recommendation in response to the request, the chair of the Committee, workgroup or designee will be responsible for moving the request forward and speaking on behalf of the request.

Signed By:

Harris County Judge Ed Emmett

Date

Chair, Houston Ryan White Part A Planning Council

Date

Office of Support for the Houston Ryan White Planning Council

Date

~~DSHSTDSHS~~, Texas Part B and State Services Grantee

Date

Houston Regional HIV/AIDS Resource Group, Inc.

Date

Harris County ~~PHES HIV Services~~ PHS RWGA Section

Date

FY 2018 RW PART A REQUESTS FOR ALLOCATION INCREASE (October 2018)

REVISED: 10/17/2018

Request Control Number	FY 18 Priority Rank	HRSA Service Category	Local Service Category or Subcategory	Amount of Request	Amount Approved by RWPC	FY 2017 Final Contract Amount	Expended 2017	Percent Expended	FY 2018 Contract Amount	FY 2018 Expended YTD	FY 2018 Percent YTD	FY 2018 Percent Expected YTD	Is agency currently in compliance with contract conditions and therefore eligible for increase?	Notes Amount approved detail:
1	1.b-1.d	Primary Medical Care	Community-based Primary Medical Care targeted to African American, Hispanic and White	\$399,996		\$3,055,258	\$3,054,435	100%	\$2,720,493	\$1,365,053	50%	50%	Yes	
2	1.h	Primary Medical Care	Vision	\$25,000		\$201,000	\$201,000	100%	\$201,000	\$117,400	58%	50%	Yes	
3	1.b-1.d	Primary Medical Care	Community-based Primary Medical Care targeted to African American, Hispanic and White	\$200,000		\$1,814,403	\$1,814,218	100%	\$2,016,282	\$1,017,977	50%	50%	Yes	
4	1a	Primary Medical Care	Primary Care-Public Clinic	\$510,000		\$7,371,126	\$6,782,069	92%	\$7,263,146	\$2,999,400	41%	50%	Yes	
				\$1,134,996	\$0	\$12,441,787	\$11,851,722		\$12,200,921	\$5,499,830				
Confirmed Funds Avail. for Reallocation				\$399,996	Part A									
Source of Funds Available for Reallocation:				\$399,996	Explanation:									

Request for Service Category Increase
Ryan White Part A and MAI

A.	Name of Agency (not provided to RWPC)					
B.	Contract Number (not provided to RWPC)					
C.	Service Category Title (per RFP)	Primary Care/MCM/SLW/Outreach/LPAP			Control No.	1
D.	Request for Increase under (check one):	Part A: X	or	MAI:		
	Request Period (check one):	April:	August:	Oct: X	Final Qtr:	
E.	Amount of additional funding Requested:	\$399,996.00				
F.	Unit of Service: (list only those units and disbursements where an increase is requested)	a. Number of units in current contract:	b. Cost/unit	c. Number of additional units requested:	d. Total: (b x c)	
	1. Medical Case Management	6,162.52	\$25.00	2,000.00	\$50,000.00	
	2. Outreach	2,545.45	\$55.00	1,363.64	\$75,000.20	
	3. Primary Health Care Visits	1,867.00	\$275.00	818.19	\$225,002.25	
	4.				\$0.00	
	5.				\$0.00	
	6.				\$0.00	
	7.				\$0.00	
	8. Disbursements (list current amount in column a. and requested amount in column c.)	\$773,576.00		\$49,993.55	\$49,993.55	
	9. Total additional funding (must match E. above):				\$399,996.00	
G.	Number of new/additional clients to be served with requested increase.					
H.	Number of clients served under current contract - Agencies must use the CPCDMS to document numbers served. De-identified CPCDMS-generated reports will be provided to the RWPC by RWGA.	a. Number of clients served per CPCDMS	b. Percent AA (non-Hispanic)	c. Percent White (non-Hispanic)	d. Percent Hispanic (all races)	e. Percent Male f. Percent Female
	1. Number of clients that received this service under Part A (or MAI) in FY 2017.* (March 1, 2017 - February 28, 2018) *If agency was funded for service under Part A (or MAI) in FY 2017 - if not, mark these cells as "NA"	3068	46%	21%	33%	83% 17%
	2. Number of clients that have received this service under Part A (or MAI) in FY 2018. a. April Request Period = Not Applicable b. August Request Period = 03/01/18 - 06/30/18 c. October Request Period = 03/01/18 - 09/30/18 d. 4th Qtr. Request Period = 03/01/18 - 11/30/18	2838	45%	20%	35%	83% 17%

**Request for Service Category Increase
Ryan White Part A and MAI**

I.	Additional Information Provided by Requesting Agency (subject to audit by RWGA). Answer all questions that are applicable to agency's current situation.	a. Enter Number of Weeks in this column	b. How many Weeks will this be if full amount of request is received?	c. Comments (do not include agency name or identifying information):	
	1. Length of waiting time (in weeks) for an appointment for a new client:	4	3	The agency has a large number of Ryan White patients seeking the services referenced in this <i>Request for Service Category Increase Form</i> . The agency is requesting funding in order to sufficiently meet the continued demands for new Ryan White patients.	
	2. Length of waiting time (in weeks) for an appointment for a current client:	3	2	The agency has a large number of Ryan White patients seeking the services referenced in this <i>Request for Service Category Increase Form</i> . The agency is requesting funding in order to sufficiently meet the continued demands for existing Ryan White patients.	
	3. Number of clients on a "waiting list" for services (per Part A SOC):	0	0	The agency does not maintain a waiting list. The agency offers a limited number of same day appointment slots for patients.	
	3. Number of clients unable to access services monthly (number unable to make an appointment) (per Part A SOC):	0	0	The agency offers a limited number of same day appointment slots for patients.	
J.	List all other sources and amounts of funding for similar services currently in place with agency:	a. Funding Source:	b. End Date of Contract:	c. Amount	d. Comment (50 words or less):
	1. Medical Case Management				Through September 2018, there are 3,462.57 'no pay' units.
	2. Outreach				Through September 2018, there are 2,058.88 'no pay' units.
	3. Primary Health Care				Through September 2018, there are 372 'no pay' INFEC/PHEXT units.
	4. LPAP Disbursements				Through September 2018, there is \$192,190.85 in 'no pay' disbursements.
K.	Submit the following documentation at the same time as the request (budget narrative and fee-for-service budgets may be hard copy or fax):				
	Revised Budget Narrative (Table I.A.) corresponding to the revised contract total (amount in Item F.9.d. plus current contract amount).				
	This form must be submitted electronically via email by published deadline to Carin Martin: carin.martin@pfs.hctx.net Form updated 2/12/18				

**HARRIS COUNTY PUBLIC HEALTH AND ENVIRONMENTAL SERVICES - RWGA
SERVICE UTILIZATION REPORT**

[Agency] [Grant]: RW1 [Service]: ALL [Service Performer]: 0

Services performed between 3/1/17 and 2/28/18

[Age Group]: (expanded) [Include/Exclude SubCats]: INCLUDE

[Contract 1]: Sub Cats 1: all [Contract 2]: [Sub Cats 2]: All

[Contract 3]: Sub Cate 3: All

[Contract 4]: Sub Cats 4: All [Contract 5]: Sub Cats 5: All

[MAI]: Non-MAI [ShowDetail]: False [Registration Type]: ALL [NewClientsOnly]: No

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
AFRICAN AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	7	0	7	3	0	3	10	0	10
	20-24	102	2	100	24	0	24	126	2	124
	25-34	424	10	414	73	4	69	497	14	483
	35-44	259	8	251	123	4	119	382	12	370
	45-54	260	6	254	154	3	151	414	9	405
	55-64	149	1	148	67	3	64	216	4	212
	65+	18	0	18	17	0	17	35	0	35
	SubTotals:	1,219	27	1,192	461	14	447	1,680	41	1,639
ASIAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	4	0	4	0	0	0	4	0	4
	25-34	15	0	15	1	0	1	16	0	16
	35-44	13	0	13	2	0	2	15	0	15
	45-54	15	0	15	1	0	1	16	0	16
	55-64	3	0	3	1	0	1	4	0	4
	65+	2	0	2	0	0	0	2	0	2
	SubTotals:	52	0	52	5	0	5	57	0	57
MULTI-RACE	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	4	1	3	0	0	0	4	1	3
	25-34	10	3	7	0	0	0	10	3	7
	35-44	7	2	5	1	0	1	8	2	6
	45-54	4	2	2	0	0	0	4	2	2
	55-64	1	0	1	0	0	0	1	0	1
	65+	1	0	1	0	0	0	1	0	1
	SubTotals:	27	8	19	1	0	1	28	8	20
NATIVE AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	3	0	3	0	0	0	3	0	3
	25-34	2	1	1	0	0	0	2	1	1
	35-44	2	1	1	2	1	1	4	2	2
	45-54	4	1	3	0	0	0	4	1	3
	55-64	2	1	1	1	1	0	3	2	1
	65+	1	1	0	0	0	0	1	1	0
	SubTotals:	14	5	9	3	2	1	17	7	10
PAC.ISLND/HAWAII	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0

RACE	AGE ²	BIRTH GENDER									
		MALE			FEMALE			BOTH GENDERS			
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp		
PAC.ISLND/HAWAII	20-24	0	0	0	0	0	0	0	0	0	0
	25-34	0	0	0	0	0	0	0	0	0	0
	35-44	0	0	0	1	0	1	1	0	1	
	45-54	1	0	1	0	0	0	1	0	1	
	55-64	0	0	0	0	0	0	0	0	0	0
	65+	0	0	0	0	0	0	0	0	0	0
	SubTotals:	1	0	1	1	0	1	2	0	2	
WHITE	0-12	0	0	0	0	0	0	0	0	0	0
	13-19	6	6	0	2	2	0	8	8	0	
	20-24	69	48	21	4	3	1	73	51	22	
	25-34	453	305	148	29	17	12	482	322	160	
	35-44	384	248	136	50	41	9	434	289	145	
	45-54	463	246	217	41	27	14	504	273	231	
	55-64	229	75	154	27	16	11	256	91	165	
	65+	52	19	33	10	3	7	62	22	40	
SubTotals:	1,656	947	709	163	109	54	1,819	1,056	763		
ALL RACES	0-12	0	0	0	0	0	0	0	0	0	0
	13-19	13	6	7	5	2	3	18	8	10	
	20-24	182	51	131	28	3	25	210	54	156	
	25-34	904	319	585	103	21	82	1,007	340	667	
	35-44	665	259	406	179	46	133	844	305	539	
	45-54	747	255	492	196	30	166	943	285	658	
	55-64	384	77	307	96	20	76	480	97	383	
	65+	74	20	54	27	3	24	101	23	78	
SubTotals:	2,969	987	1,982	634	125	509	3,603	1,112	2,491		

Clients Served This Period

Unduplicated clients:	3603
Client visits: ³	26369
Spanish speaking (primary language at home) clients served:	474
Deaf/hard of hearing clients served:	63
Blind/sight impaired clients served:	101
Homeless clients served:	716
Transgender M to F clients served:	50
Transgender F to M clients served:	0
Clients served this period who live w/in Harris County:	3379
Clients served this period who live outside Harris County:	224
Active substance abuse clients served:	25
Active psychiatric illness clients served:	145

Methods of Exposure (not mutually exclusive)

Perinatal Transmission	32
Hemophilia Coagulation	6
Transfusion	23
Heterosexual Contact	796
MSM (not IDU)	1606
IV Drug Use (not MSM)	83
MSM/IDU	10
Multiple Exposure Categories	97
Other risk	1016
Multi-Race Breakdown	
ASN,HWN	1
ASN,WHT	3
BLK,NTV	2
BLK,NTV,WHT	2
BLK,WHT	16
HWN,WHT	1
NTV,HWN,WHT	1
NTV,WHT	2

**HARRIS COUNTY PUBLIC HEALTH AND ENVIRONMENTAL SERVICES - RWGA
SERVICE UTILIZATION REPORT**

[Agency]: Grant: RW1 [Service]: ALL [Service Performer]: 0
 services performed between 3/1/18 and 9/30/18¹
 [Age Group]: (expanded) [Include/Exclude SubCat]: ALL
 [Contract 1]: [Contract 2]: All
 [Contract 3]: [Contract 4]: All [Contract 5]: All
 [MAI]: Non-MAI [ShowDetail]: False [Registration Type]: ALL [NewClientsOnly]: No³

RACE	AGE ²	BIRTH GENDER									
		MALE			FEMALE			BOTH GENDERS			
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp		
AFRICAN AMERICAN	0-12	0	0	0	0	0	0	0	0	0	0
	13-19	6	0	6	1	0	1	7	0	7	
	20-24	72	1	71	14	0	14	86	1	85	
	25-34	310	6	304	55	4	51	365	10	355	
	35-44	185	7	178	106	4	102	291	11	280	
	45-54	199	5	194	98	3	95	297	8	289	
	55-64	111	1	110	57	1	56	168	2	166	
	65+	12	0	12	10	0	10	22	0	22	
	SubTotals:	895	20	875	341	12	329	1,236	32	1,204	
ASIAN	0-12	0	0	0	0	0	0	0	0	0	
	13-19	0	0	0	0	0	0	0	0	0	
	20-24	2	0	2	0	0	0	2	0	2	
	25-34	13	0	13	1	0	1	14	0	14	
	35-44	5	0	5	2	0	2	7	0	7	
	45-54	12	0	12	2	0	2	14	0	14	
	55-64	2	0	2	1	0	1	3	0	3	
	65+	0	0	0	0	0	0	0	0	0	
	SubTotals:	34	0	34	6	0	6	40	0	40	
MULTI-RACE	0-12	0	0	0	0	0	0	0	0	0	
	13-19	0	0	0	0	0	0	0	0	0	
	20-24	2	1	1	0	0	0	2	1	1	
	25-34	14	3	11	0	0	0	14	3	11	
	35-44	5	2	3	0	0	0	5	2	3	
	45-54	3	2	1	0	0	0	3	2	1	
	55-64	0	0	0	0	0	0	0	0	0	
	65+	0	0	0	0	0	0	0	0	0	
	SubTotals:	24	8	16	0	0	0	24	8	16	
NATIVE AMERICAN	0-12	0	0	0	0	0	0	0	0	0	
	13-19	0	0	0	0	0	0	0	0	0	
	20-24	1	0	1	0	0	0	1	0	1	
	25-34	3	1	2	1	0	1	4	1	3	
	35-44	2	1	1	0	0	0	2	1	1	
	45-54	4	1	3	0	0	0	4	1	3	
	55-64	3	1	2	1	1	0	4	2	2	
	65+	1	1	0	0	0	0	1	1	0	
	SubTotals:	14	5	9	2	1	1	16	6	10	
PAC.ISLND/HAWAII	0-12	0	0	0	0	0	0	0	0	0	
	13-19	0	0	0	0	0	0	0	0	0	

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
PAC.ISLND/HAWAII	20-24	0	0	0	0	0	0	0	0	0
	25-34	0	0	0	0	0	0	0	0	0
	35-44	0	0	0	0	0	0	0	0	0
	45-54	1	0	1	0	0	0	1	0	1
	55-64	0	0	0	0	0	0	0	0	0
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	1	0	1	0	0	0	1	0	1
WHITE	0-12	0	0	0	0	0	0	0	0	0
	13-19	11	9	2	1	1	0	12	10	2
	20-24	50	37	13	3	2	1	53	39	14
	25-34	362	243	119	21	17	4	383	260	123
	35-44	297	200	97	37	29	8	334	229	105
	45-54	366	202	164	42	27	15	408	229	179
	55-64	178	69	109	27	18	9	205	87	118
	65+	39	10	29	2	2	0	41	12	29
	SubTotals:	1,303	770	533	133	96	37	1,436	866	570
ALL RACES	0-12	0	0	0	0	0	0	0	0	0
	13-19	17	9	8	2	1	1	19	10	9
	20-24	127	39	88	17	2	15	144	41	103
	25-34	702	253	449	78	21	57	780	274	506
	35-44	494	210	284	145	33	112	639	243	396
	45-54	585	210	375	142	30	112	727	240	487
	55-64	294	71	223	86	20	66	380	91	289
	65+	52	11	41	12	2	10	64	13	51
	SubTotals:	2,271	803	1,468	482	109	373	2,753	912	1,841

Clients Served This Period

Unduplicated clients:	2753
Client visits: ³	11159
Spanish speaking (primary language at home) clients served:	390
Deaf/hard of hearing clients served:	47
Blind/sight impaired clients served:	62
Homeless clients served:	559
Transgender M to F clients served:	46
Transgender F to M clients served:	0
Clients served this period who live w/in Harris County:	2588
Clients served this period who live outside Harris County:	165
Active substance abuse clients served:	16
Active psychiatric illness clients served:	80

Methods of Exposure (not mutually exclusive)

Perinatal Transmission	18
Hemophilia Coagulation	2
Transfusion	10
Heterosexual Contact	614
MSM (not IDU)	1281
IV Drug Use (not MSM)	48
MSM/IDU	9
Multiple Exposure Categories	69
Other risk	747
Multi-Race Breakdown	
ASN,WHT	4
BLK,NTV	2
BLK,NTV,WHT	3
BLK,WHT	12
NTV,HWN,WHT	1
NTV,WHT	2

Request for Service Category Increase
Ryan White Part A and MAI

A.	Name of Agency (not provided to RWPC)						
B.	Contract Number (not provided to RWPC)						
C.	Service Category Title (per RFP)	VISION				Control No.	12
D.	Request for Increase under (check one):	Part A: <input checked="" type="checkbox"/>	or	MAI: <input type="checkbox"/>			
	Request Period (check one):	April: <input type="checkbox"/>	August: <input type="checkbox"/>	Oct: <input checked="" type="checkbox"/>	Final Qtr: <input type="checkbox"/>		
E.	Amount of additional funding Requested:	\$25,000.00					
F.	Unit of Service: (list only those units and disbursements where an increase is requested)	a. Number of units in current contract:	b. Cost/unit	c. Number of additional units requested:	d. Total: (b x c)		
	1. Vision Services	2010	\$100.00	250	\$25,000.00		
	2.				\$0.00		
	3.				\$0.00		
	4.				\$0.00		
	5.				\$0.00		
	6.				\$0.00		
	7.				\$0.00		
	8. Disbursements (list current amount in column a. and requested amount in column c.)		N/A		\$0.00		
	9. Total additional funding (must match E. above):					\$25,000.00	
G.	Number of new/additional clients to be served with requested increase.	150					
H.	Number of clients served under current contract - Agencies must use the CPCDMS to document numbers served. De-identified CPCDMS-generated reports will be provided to the RWPC by RWGA.	a. Number of clients served per CPCDMS	b. Percent AA (non-Hispanic)	c. Percent White (non-Hispanic)	d. Percent Hispanic (all races)	e. Percent Male	f. Percent Female
	1. Number of clients that received this service under Part A (or MAI) in FY 2017.* (March 1, 2017 - February 28, 2018) *If agency was funded for service under Part A (or MAI) in FY 2017 - if not, mark these cells as "NA"	1305	56% raw# 728	10% raw# 134	32% raw# 416	73% raw# 955	27% raw# 350
	2. Number of clients that have received this service under Part A (or MAI) in FY 2018. a. April Request Period = Not Applicable b. August Request Period = 03/01/18 - 06/30/18 c. October Request Period = 03/01/18 - 09/30/18 d. 4th Qtr. Request Period = 03/01/18 - 11/30/18	816	58% raw# 475	11% raw# 92	29% raw# 235	71% raw# 583	29% raw# 233

Request for Service Category Increase
Ryan White Part A and MAI

I.	Additional Information Provided by Requesting Agency (subject to audit by RWGA). Answer all questions that are applicable to agency's current situation.	a. Enter Number of Weeks in this column	b. How many Weeks will this be if full amount of request is received?	c. Comments (do not include agency name or identifying information):	
	1. Length of waiting time (in weeks) for an appointment for a new client:	3-4 weeks	1-2 weeks	We would like to be able to provide new patients services within 1 week of scheduling an appointment. With the steady increase in new patient appointments the appointment times could easily be expanded to a 4-5 week appointment time without increased funding. Currently we have \$30,000 in no pay for services we are unable to bill for.	
	2. Length of waiting time (in weeks) for an appointment for a current client:	2-3 weeks	0 weeks	We would be able to see existing patients within the same week with funding increase.	
	3. Number of clients on a "waiting list" for services (per Part A SOC):	0	0	No waiting list at this time as we have been able to continue scheduling all patients for appointments.	
	3. Number of clients unable to access services monthly (number unable to make an appointment) (per Part A SOC):	0	0		
J.	List all other sources and amounts of funding for similar services currently in place with agency:	a. Funding Source:	b. End Date of Contract:	c. Amount	d. Comment (50 words or less):
	1.				
	2.				
	3.				
	4.				
K.	Submit the following documentation at the same time as the request (budget narrative and fee-for-service budgets may be hard copy or fax):				
	Revised Budget Narrative (Table I.A.) corresponding to the revised contract total (amount in Item F.9.d. plus current contract amount).				
	This form must be submitted electronically via email by published deadline to Carin Martin: carin.martin@phs.hctx.net Form updatd 2/12/18				

**HARRIS COUNTY PUBLIC HEALTH AND ENVIRONMENTAL SERVICES - RWGA
SERVICE UTILIZATION REPORT**

[Agency ant]: RWI [Service]: PCARE [Service Performer]: 0
Services performed between 3/1/17 and 2/28/18 ¹

[Age Group]: AgeGrp1 (expanded) [Include/Exclude SubCats]: INCLUDE

[Contract 1]: ALL [Sub Cats 1]: VOMA,VOPH,VOPTO [Contract 2]: n/a [Sub Cats 2]: All
[Contract 3]: n/a [Sub Cats 3]: All

[Contract 4]: n/a [Sub Cats 4]: All [Contract 5]: n/a [Sub Cats 5]: All

[MAI]: ALL [ShowDetail]: False [Registration Type]: ALL [NewClientsOnly]: No ³

RACE	AGE ²	BIRTH GENDER									
		MALE			FEMALE			BOTH GENDERS			
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp		
AFRICAN AMERICAN	0-12	0	0	0	0	0	0	0	0	0	0
	13-19	4	1	3	0	0	0	4	1	3	
	20-24	39	3	36	8	0	8	47	3	44	
	25-34	186	2	184	36	0	36	222	2	220	
	35-44	111	2	109	74	1	73	185	3	182	
	45-54	97	5	92	78	1	77	175	6	169	
	55-64	62	2	60	39	1	38	101	3	98	
	65+	6	0	6	6	0	6	12	0	12	
	SubTotals:	505	15	490	241	3	238	746	18	728	
ASIAN	0-12	0	0	0	0	0	0	0	0	0	
	13-19	0	0	0	0	0	0	0	0	0	
	20-24	0	0	0	0	0	0	0	0	0	
	25-34	3	0	3	3	0	3	6	0	6	
	35-44	2	0	2	0	0	0	2	0	2	
	45-54	8	1	7	1	0	1	9	1	8	
	55-64	2	0	2	0	0	0	2	0	2	
	65+	0	0	0	0	0	0	0	0	0	
	SubTotals:	15	1	14	4	0	4	19	1	18	
MULTI-RACE	0-12	0	0	0	0	0	0	0	0	0	
	13-19	0	0	0	0	0	0	0	0	0	
	20-24	0	0	0	0	0	0	0	0	0	
	25-34	3	1	2	1	0	1	4	1	3	
	35-44	2	1	1	0	0	0	2	1	1	
	45-54	1	0	1	0	0	0	1	0	1	
	55-64	1	1	0	0	0	0	1	1	0	
	65+	0	0	0	0	0	0	0	0	0	
	SubTotals:	7	3	4	1	0	1	8	3	5	
NATIVE AMERICAN	0-12	0	0	0	0	0	0	0	0	0	
	13-19	0	0	0	0	0	0	0	0	0	
	20-24	0	0	0	0	0	0	0	0	0	
	25-34	1	0	1	0	0	0	1	0	1	
	35-44	0	0	0	0	0	0	0	0	0	
	45-54	1	1	0	1	0	1	2	1	1	
	55-64	0	0	0	0	0	0	0	0	0	
	65+	0	0	0	0	0	0	0	0	0	
	SubTotals:	2	1	1	1	0	1	3	1	2	
PAC.ISLND/HAWAII	0-12	0	0	0	0	0	0	0	0	0	
	13-19	0	0	0	0	0	0	0	0	0	

RACE	AGE ²	BIRTH GENDER									
		MALE			FEMALE			BOTH GENDERS			
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp		
PAC.ISLND/HAWAII	20-24	0	0	0	0	0	0	0	0	0	0
	25-34	0	0	0	0	0	0	0	0	0	0
	35-44	0	0	0	0	0	0	0	0	0	0
	45-54	0	0	0	0	0	0	0	0	0	0
	55-64	2	1	1	1	0	1	3	1	2	
	65+	0	0	0	0	0	0	0	0	0	0
	SubTotals:	2	1	1	1	0	1	3	1	2	
WHITE	0-12	0	0	0	0	0	0	0	0	0	0
	13-19	4	3	1	0	0	0	4	3	1	
	20-24	29	29	0	3	1	2	32	30	2	
	25-34	137	108	29	17	11	6	154	119	35	
	35-44	110	92	18	39	32	7	149	124	25	
	45-54	102	72	30	24	15	9	126	87	39	
	55-64	36	16	20	18	9	9	54	25	29	
	65+	6	4	2	1	0	1	7	4	3	
	SubTotals:	424	324	100	102	68	34	526	392	134	
ALL RACES	0-12	0	0	0	0	0	0	0	0	0	0
	13-19	8	4	4	0	0	0	8	4	4	
	20-24	68	32	36	11	1	10	79	33	46	
	25-34	330	111	219	57	11	46	387	122	265	
	35-44	225	95	130	113	33	80	338	128	210	
	45-54	209	79	130	104	16	88	313	95	218	
	55-64	103	20	83	58	10	48	161	30	131	
	65+	12	4	8	7	0	7	19	4	15	
	SubTotals:	955	345	610	350	71	279	1,305	416	889	

Clients Served This Period

Unduplicated clients:	1305
Client visits: ³	2013
Spanish speaking (primary language at home) clients served:	259
Deaf/hard of hearing clients served:	4
Blind/sight impaired clients served:	4
Homeless clients served:	184
Transgender M to F clients served:	16
Transgender F to M clients served:	0
Clients served this period who live w/in Harris County:	1135
Clients served this period who live outside Harris County:	170
Active substance abuse clients served:	20
Active psychiatric illness clients served:	77

Methods of Exposure (not mutually exclusive)

Perinatal Transmission	9
Hemophilia Coagulation	0
Transfusion	13
Heterosexual Contact	506
MSM (not IDU)	589
IV Drug Use (not MSM)	10
MSM/IDU	1
Multiple Exposure Categories	36
Other risk	196
Multi-Race Breakdown	
BLK,NTV	1
BLK,WHT	6
NTV,WHT	1

FOOTNOTES

¹ Visit = time spent per client per agency per service per day

² Age as of 2/28/18

³ If New Client = Yes is selected then clients were only included if they had no encounters (for the service, agency, and grant selected) in the twelve months prior to 3/1/2017; encounters (for the service, agency, and grant selected) may or may not have occurred prior to 03/01/16.

**HARRIS COUNTY PUBLIC HEALTH AND ENVIRONMENTAL SERVICES - RWGA
SERVICE UTILIZATION REPORT**

[Agency] [Contract 1]: All [Service]: ALL [Service Performer]: 0
 Services performed between 3/1/18 and 9/30/18¹
 [Age Group]: AgeGrp1 (expanded) [Include/Exclude SubCats]: INCLUDE
 [Contract 1]: n/a [Contract 2]: n/a [Sub Cats 2]: ALL
 [Contract 3]: n/a [Sub Cats 3]: All
 [Contract 4]: n/a [Sub Cats 4]: All [Contract 5]: n/a [Sub Cats 5]: All
 [MAI]: ALL [ShowDetail]: False [Registration Type]: ALL [NewClientsOnly]: No³

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
AFRICAN AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	2	0	2	0	0	0	2	0	2
	20-24	24	1	23	2	0	2	26	1	25
	25-34	124	3	121	32	1	31	156	4	152
	35-44	64	2	62	49	1	48	113	3	110
	45-54	62	1	61	51	1	50	113	2	111
	55-64	44	0	44	25	0	25	69	0	69
	65+	2	0	2	4	0	4	6	0	6
	SubTotals:	322	7	315	163	3	160	485	10	475
ASIAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	0	0	0	0	0	0	0	0	0
	25-34	0	0	0	0	0	0	0	0	0
	35-44	0	0	0	0	0	0	0	0	0
	45-54	5	1	4	0	0	0	5	1	4
	55-64	2	0	2	1	0	1	3	0	3
	65+	1	0	1	0	0	0	1	0	1
	SubTotals:	8	1	7	1	0	1	9	1	8
MULTI-RACE	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	0	0	0	0	0	0	0	0	0
	25-34	2	1	1	1	0	1	3	1	2
	35-44	0	0	0	0	0	0	0	0	0
	45-54	0	0	0	1	0	1	1	0	1
	55-64	1	1	0	0	0	0	1	1	0
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	3	2	1	2	0	2	5	2	3
NATIVE AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	0	0	0	0	0	0	0	0	0
	25-34	0	0	0	1	0	1	1	0	1
	35-44	1	1	0	0	0	0	1	1	0
	45-54	1	1	0	0	0	0	1	1	0
	55-64	0	0	0	0	0	0	0	0	0
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	2	2	0	1	0	1	3	2	1
PAC.ISLND/HAWAII	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0

RACE	AGE ²	BIRTH GENDER									
		MALE			FEMALE			BOTH GENDERS			
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp		
PAC.ISLND/HAWAII	20-24	0	0	0	0	0	0	0	0	0	0
	25-34	0	0	0	0	0	0	0	0	0	0
	35-44	0	0	0	0	0	0	0	0	0	0
	45-54	0	0	0	0	0	0	0	0	0	0
	55-64	2	1	1	1	0	1	3	1	2	
	65+	0	0	0	0	0	0	0	0	0	0
	SubTotals:	2	1	1	1	0	1	3	1	2	
WHITE	0-12	0	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0	0
	20-24	15	13	2	1	0	1	16	13	3	
	25-34	70	57	13	13	11	2	83	68	15	
	35-44	64	50	14	23	15	8	87	65	22	
	45-54	65	38	27	18	13	5	83	51	32	
	55-64	27	13	14	10	5	5	37	18	19	
	65+	5	4	1	0	0	0	5	4	1	
	SubTotals:	246	175	71	65	44	21	311	219	92	
ALL RACES	0-12	0	0	0	0	0	0	0	0	0	0
	13-19	2	0	2	0	0	0	2	0	2	
	20-24	39	14	25	3	0	3	42	14	28	
	25-34	196	61	135	47	12	35	243	73	170	
	35-44	129	53	76	72	16	56	201	69	132	
	45-54	133	41	92	70	14	56	203	55	148	
	55-64	76	15	61	37	5	32	113	20	93	
	65+	8	4	4	4	0	4	12	4	8	
	SubTotals:	583	188	395	233	47	186	816	235	581	

Clients Served This Period

Unduplicated clients:	816
Client visits: ³	1175
Spanish speaking (primary language at home) clients served:	141
Deaf/hard of hearing clients served:	2
Blind/sight impaired clients served:	0
Homeless clients served:	114
Transgender M to F clients served:	13
Transgender F to M clients served:	0
Clients served this period who live w/in Harris County:	715
Clients served this period who live outside Harris County:	101
Active substance abuse clients served:	10
Active psychiatric illness clients served:	33

Methods of Exposure (not mutually exclusive)

PerinatalTransmission	8
Hemophilia Coagulation	0
Transfusion	10
Heterosexual Contact	330
MSM (not IDU)	355
IV Drug Use (not MSM)	11
MSM/IDU	1
Multiple Exposure Categories	22
Other risk	117
Multi-Race Breakdown	
BLK,NTV	2
BLK,WHT	3

FOOTNOTES

¹ Visit = time spent per client per agency per service per day

² Age as of 9/30/18

³ If New Client = Yes is selected then clients were only included if they had no encounters (for the service, agency, and grant selected) in the twelve months prior to 3/1/2018; encounters (for the service, agency, and grant selected) may or may not have occurred prior to 03/01/17.

Request for Service Category Increase
Ryan White Part A and MAI

A.	Name of Agency (not provided to RWPC)							
B.	Contract Number (not provided to RWPC)							
C.	Service Category Title (per RFP)				ADULT COMPREHENSIVE PRIMARY CARE TARGETING URBAN	Control No.	3	
D.	Request for Increase under (check one):		Part A: <input checked="" type="checkbox"/>	or	MAI: <input type="checkbox"/>			
	Request Period (check one):		April: <input type="checkbox"/>	August: <input type="checkbox"/>	Oct: <input checked="" type="checkbox"/>	Final Qtr: <input type="checkbox"/>		
E.	Amount of additional funding Requested:		\$200,000.00					
F.	Unit of Service: (list only those units and disbursements where an increase is requested)		a. Number of units in current contract:	b. Cost/unit	c. Number of additional units requested:	d. Total: (b x c)		
	1. MD/Phys Extenders		2672	\$275.00	400	\$110,000.00		
	2. PSYCH		1269	\$130.00	251	\$32,630.00		
	3. MCM		11563.40	\$25.00	1520	\$38,000.00		
	4.					\$0.00		
	5.					\$0.00		
	6.					\$0.00		
	7.					\$0.00		
	8. Disbursements (list current amount in column a. and requested amount in column c.)		\$22,631.00	N/A	\$19,370.00	\$19,370.00		
	9. Total additional funding (must match E. above):				\$200,000.00			
G.	Number of new/additional clients to be served with requested increase.		150					
H.	Number of clients served under current contract - Agencies must use the CPCDMS to document numbers served. De-identified CPCDMS-generated reports will be provided to the RWPC by RWGA.		a. Number of clients served per CPCDMS	b. Percent AA (non-Hispanic)	c. Percent White (non-Hispanic)	d. Percent Hispanic (all races)	e. Percent Male	f. Percent Female
	1. Number of clients that received this service under Part A (or MAI) in FY 2017.* (March 1, 2017 - February 28, 2018) *If agency was funded for service under Part A (or MAI) in FY 2017 - if not, mark these cells as "NA"		2272	64% raw# 1458	9% raw# 202	25% raw# 562	74% raw# 1676	26% raw# 596
	2. Number of clients that have received this service under Part A (or MAI) in FY 2018. a. April Request Period = Not Applicable b. August Request Period = 03/01/18 - 06/30/18 c. October Request Period = 03/01/18 - 09/30/18 d. 4th Qtr. Request Period = 03/01/18 - 11/30/18		1877	64% raw# 1199	8% raw# 148	26% raw# 488	73% raw# 1377	27% raw# 500

Request for Service Category Increase
Ryan White Part A and MAI

I.	Additional Information Provided by Requesting Agency (subject to audit by RWGA). Answer all questions that are applicable to agency's current situation.	a. Enter Number of Weeks in this column	b. How many Weeks will this be if full amount of request is received?	c. Comments (do not include agency name or identifying information):	
	1. Length of waiting time (in weeks) for an appointment for a new client:	3 to 4	1	The need for same day appointments for new patients is consistently increasing. Linkage to care for newly diagnosed is being completed daily, but we still have a limited number of new patient slots for same day appointments. We are seeing an average of 20-25 new patients each month. New patient appt timeframes is currently 3-4 weeks, but with the steady increase of new patients the timeframe could reach 4+ weeks without the increase in funding. Currently we have \$176,909.00 in no pay status.	
	2. Length of waiting time (in weeks) for an appointment for a current client:	2 to 3	1	We would be able to see existing patients within same week (7days) with funding increase.	
	3. Number of clients on a "waiting list" for services (per Part A SOC):	0	0	No waiting list at this time as we are continuing to schedule all patients for appointments.	
	3. Number of clients unable to access services monthly (number unable to make an appointment) (per Part A SOC):	0	0		
J.	List all other sources and amounts of funding for similar services currently in place with agency:	a. Funding Source:	b. End Date of Contract:	c. Amount	d. Comment (50 words or less):
	1.				
	2.				
	3.				
	4.				
K.	Submit the following documentation at the same time as the request (budget narrative and fee-for-service budgets may be hard copy or fax):				
	Revised Budget Narrative (Table I.A.) corresponding to the revised contract total (amount in Item F.9.d. plus current contract amount).				
	This form must be submitted electronically via email by published deadline to Carin Martin: carin.martin@phs.hctx.net Form updated 2/12/18				

**HARRIS COUNTY PUBLIC HEALTH AND ENVIRONMENTAL SERVICES - RWGA
SERVICE UTILIZATION REPORT**

[Agency] [RW1] [Service]: ALL [Service Performer]: 0
 Services performed between 3/1/17 and 2/28/18¹
 [Age Group]: AgeGroup1 (expanded) [Include/Exclude SubCats]: INCLUDE
 [Contract 1] Cats 1: all [Contract 2] b Cats 2: All
 [Contract 3] [Contract 3]: All [Contract 4] [Contract 5]: All
 [Contract 4] [Contract 5]: All
 [MAI]: non-MAI [ShowDetail]: False [Registration Type]: ALL [NewClientsOnly]: No²

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
AFRICAN AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	8	1	7	1	0	1	9	1	8
	20-24	86	3	83	21	0	21	107	3	104
	25-34	417	6	411	91	4	87	508	10	498
	35-44	224	6	218	154	3	151	378	9	369
	45-54	183	6	177	132	0	132	315	6	309
	55-64	90	1	89	60	1	59	150	2	148
	65+	10	0	10	10	0	10	20	0	20
	SubTotals:	1,018	23	995	469	8	461	1,487	31	1,456
ASIAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	3	0	3	0	0	0	3	0	3
	25-34	5	0	5	2	0	2	7	0	7
	35-44	2	0	2	1	0	1	3	0	3
	45-54	9	1	8	1	0	1	10	1	9
	55-64	2	0	2	1	0	1	3	0	3
	65+	1	0	1	0	0	0	1	0	1
	SubTotals:	22	1	21	5	0	5	27	1	26
MULTI-RACE	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	1	0	1	0	0	0	1	0	1
	25-34	7	2	5	1	0	1	8	2	6
	35-44	3	1	2	1	0	1	4	1	3
	45-54	3	0	3	2	1	1	5	1	4
	55-64	2	1	1	0	0	0	2	1	1
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	16	4	12	4	1	3	20	5	15
NATIVE AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	0	0	0	0	0	0	0	0	0
	25-34	3	0	3	1	0	1	4	0	4
	35-44	1	0	1	1	0	1	2	0	2
	45-54	2	2	0	1	0	1	3	2	1
	55-64	0	0	0	0	0	0	0	0	0
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	6	2	4	3	0	3	9	2	7
PAC.ISLND/HAWAII	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0

RACE	AGE ²	BIRTH GENDER									
		MALE			FEMALE			BOTH GENDERS			
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp		
PAC.ISLND/HAWAII	20-24	0	0	0	0	0	0	0	0	0	0
	25-34	1	0	1	0	0	0	1	0	1	
	35-44	0	0	0	0	0	0	0	0	0	
	45-54	0	0	0	0	0	0	0	0	0	
	55-64	2	1	1	1	0	1	3	1	2	
	65+	0	0	0	0	0	0	0	0	0	
	SubTotals:	3	1	2	1	0	1	4	1	3	
WHITE	0-12	0	0	0	0	0	0	0	0	0	
	13-19	4	3	1	0	0	0	4	3	1	
	20-24	40	34	6	2	1	1	42	35	7	
	25-34	217	168	49	22	15	7	239	183	56	
	35-44	144	115	29	40	26	14	184	141	43	
	45-54	129	91	38	30	21	9	159	112	47	
	55-64	59	24	35	18	10	8	77	34	43	
	65+	17	13	4	2	1	1	19	14	5	
	SubTotals:	610	448	162	114	74	40	724	522	202	
ALL RACES	0-12	0	0	0	0	0	0	0	0	0	
	13-19	12	4	8	1	0	1	13	4	9	
	20-24	130	37	93	23	1	22	153	38	115	
	25-34	650	176	474	117	19	98	767	195	572	
	35-44	374	122	252	197	29	168	571	151	420	
	45-54	326	100	226	166	22	144	492	122	370	
	55-64	155	27	128	80	11	69	235	38	197	
	65+	28	13	15	12	1	11	40	14	26	
	SubTotals:	1,675	479	1,196	596	83	513	2,271	562	1,709	

Clients Served This Period

Unduplicated clients:	2271
Client visits: ³	12396
Spanish speaking (primary language at home) clients served:	328
Deaf/hard of hearing clients served:	8
Blind/sight impaired clients served:	9
Homeless clients served:	299
Transgender M to F clients served:	34
Transgender F to M clients served:	0
Clients served this period who live w/in Harris County:	2205
Clients served this period who live outside Harris County:	66
Active substance abuse clients served:	31
Active psychiatric illness clients served:	115

Methods of Exposure (not mutually exclusive)

Perinatal Transmission	18
Hemophilia Coagulation	1
Transfusion	17
Heterosexual Contact	850
MSM (not IDU)	1054
IV Drug Use (not MSM)	16
MSM/IDU	2
Multiple Exposure Categories	54
Other risk	331
Multi-Race Breakdown	
ASN,WHT	1
BLK,ASN	2
BLK,NTV	5
BLK,WHT	9
NTV,WHT	3

FOOTNOTES

¹ Visit = time spent per client per agency per service per day

² Age as of 2/28/18

³ If New Client = Yes is selected then clients were only included if they had no encounters (for the service, agency, and grant selected) in the twelve months prior to 3/1/2017; encounters (for the service, agency, and grant selected) may or may not have occurred prior to 03/01/16.

**HARRIS COUNTY PUBLIC HEALTH AND ENVIRONMENTAL SERVICES - RWGA
SERVICE UTILIZATION REPORT**

[Agency: All [Service]: ALL [Service Performer]: 0
 Services performed between 3/1/18 and 9/30/18
 [Age Group]: Age Group (unselected) [Include/Exclude]: ALL [Contract 1]: All [Contract 2]: All
 [Contract 3]: All [Contract 4]: All [Contract 5]: All
 [MAI]: ALL [ShowDetail]: False [Registration Type]: ALL [NewClientsOnly]: No

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
AFRICAN AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	4	2	2	1	0	1	5	2	3
	20-24	73	2	71	14	0	14	87	2	85
	25-34	339	7	332	86	2	84	425	9	416
	35-44	192	4	188	125	1	124	317	5	312
	45-54	138	6	132	96	1	95	234	7	227
	55-64	84	1	83	60	1	59	144	2	142
	65+	7	0	7	7	0	7	14	0	14
	SubTotals:	837	22	815	389	5	384	1,226	27	1,199
ASIAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	1	0	1	0	0	0	1	0	1
	25-34	8	0	8	1	0	1	9	0	9
	35-44	1	0	1	1	0	1	2	0	2
	45-54	7	1	6	1	0	1	8	1	7
	55-64	1	0	1	1	0	1	2	0	2
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	18	1	17	4	0	4	22	1	21
MULTI-RACE	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	1	0	1	0	0	0	1	0	1
	25-34	8	3	5	2	0	2	10	3	7
	35-44	0	0	0	1	0	1	1	0	1
	45-54	1	0	1	3	1	2	4	1	3
	55-64	1	1	0	0	0	0	1	1	0
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	11	4	7	6	1	5	17	5	12
NATIVE AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	0	0	0	0	0	0	0	0	0
	25-34	1	0	1	2	0	2	3	0	3
	35-44	1	0	1	0	0	0	1	0	1
	45-54	0	0	0	1	0	1	1	0	1
	55-64	0	0	0	0	0	0	0	0	0
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	2	0	2	3	0	3	5	0	5
PAC.ISLND/HAWAII	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
PAC.ISLND/HAWAII	20-24	0	0	0	0	0	0	0	0	0
	25-34	1	0	1	0	0	0	1	0	1
	35-44	0	0	0	0	0	0	0	0	0
	45-54	1	0	1	0	0	0	1	0	1
	55-64	2	1	1	1	0	1	3	1	2
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	4	1	3	1	0	1	5	1	4
WHITE	0-12	0	0	0	0	0	0	0	0	0
	13-19	3	1	2	0	0	0	3	1	2
	20-24	33	30	3	2	0	2	35	30	5
	25-34	171	140	31	20	17	3	191	157	34
	35-44	126	106	20	33	23	10	159	129	30
	45-54	108	71	37	30	19	11	138	90	48
	55-64	48	27	21	9	6	3	57	33	24
	65+	16	13	3	3	1	2	19	14	5
	SubTotals:	505	388	117	97	66	31	602	454	148
ALL RACES	0-12	0	0	0	0	0	0	0	0	0
	13-19	7	3	4	1	0	1	8	3	5
	20-24	108	32	76	16	0	16	124	32	92
	25-34	528	150	378	111	19	92	639	169	470
	35-44	320	110	210	160	24	136	480	134	346
	45-54	255	78	177	131	21	110	386	99	287
	55-64	136	30	106	71	7	64	207	37	170
	65+	23	13	10	10	1	9	33	14	19
	SubTotals:	1,377	416	961	500	72	428	1,877	488	1,389

Clients Served This Period

Unduplicated clients:	1877
Client visits: ³	7586
Spanish speaking (primary language at home) clients served:	296
Deaf/hard of hearing clients served:	8
Blind/sight impaired clients served:	6
Homeless clients served:	243
Transgender M to F clients served:	33
Transgender F to M clients served:	0
Clients served this period who live w/in Harris County:	1849
Clients served this period who live outside Harris County:	28
Active substance abuse clients served:	27
Active psychiatric illness clients served:	78

Methods of Exposure (not mutually exclusive)

Perinatal Transmission	11
Hemophilia Coagulation	1
Transfusion	12
Heterosexual Contact	720
MSM (not IDU)	883
IV Drug Use (not MSM)	18
MSM/IDU	2
Multiple Exposure Categories	43
Other risk	244
Multi-Race Breakdown	
ASN,WHT	1
BLK,ASN	2
BLK,NTV	6
BLK,WHT	6
NTV,WHT	2

FOOTNOTES

¹ Visit = time spent per client per agency per service per day

² Age as of 9/30/18

³ If New Client = Yes is selected then clients were only included if they had no encounters (for the service, agency, and grant selected) in the twelve months prior to 3/1/2018; encounters (for the service, agency, and grant selected) may or may not have occurred prior to 03/01/17.

Request for Service Category Increase
Ryan White Part A and MAI

A. Name of Agency (not provided to RWPC)						
B. Contract Number (not provided to RWPC)						
C. Service Category Title (per RFP)				Primary Medical Care		Control No. 4
D. Request for Increase under (check one):		Part A: <input checked="" type="checkbox"/>	or	MAI: <input type="checkbox"/>		
Request Period (check one):		April: <input type="checkbox"/>	August: <input type="checkbox"/>	Oct: <input checked="" type="checkbox"/>	Final Qtr: <input type="checkbox"/>	
E. Amount of additional funding Requested:						
F. Unit of Service: (list only those units and disbursements where an increase is requested)		a. Number of units in current contract:	b. Cost/unit	c. Number of additional units requested:	d. Total: (b x c)	
1. Primary Health Care Visit		9,600	\$350.00	600	\$210,000.00	
3.						
4.					\$0.00	
5.						
6.						
7.						
8. Disbursements (list current amount in column a. and requested amount in column c.) LPAP		\$366,225.00	N/A	\$300,000.00	\$300,000.00	
9. Total additional funding (must match E. above):					\$510,000.00	
G. Number of new/additional clients to be served with requested increase.		200				
H. Number of clients served under current contract - Agencies must use the CPCDMS to document numbers served. De-identified CPCDMS-generated reports will be provided to the RWPC by RWGA.		a. Number of clients served per CPCDMS	b. Percent AA (non-Hispanic)	c. Percent White (non-Hispanic)	d. Percent Hispanic (all races)	e. Percent Male f. Percent Female
1. Number of clients that received this service under Part A (or MAI) in FY 2017.* (March 1, 2017 - February 28, 2018) *If agency was funded for service under Part A (or MAI) in FY 2017 - if not, mark these cells as "NA"		4,959	56.05%	10.94%	carin	68.25% 31.74%
2. Number of clients that have received this service under Part A (or MAI) in FY 2018. a. April Request Period = Not Applicable b. August Request Period = 03/01/18 - 06/30/18 c. October Request Period = 03/01/18 - 09/30/18 d. 4th Qtr. Request Period = 03/01/18 - 11/30/18		4009 *	55.25%	9.88%	32.95%	66.67% 33.32%

Request for Service Category Increase
Ryan White Part A and MAI

I.	Additional Information Provided by Requesting Agency (subject to audit by RWGA). Answer all questions that are applicable to agency's current situation.	a. Enter Number of Weeks in this column	b. How many Weeks will this be if full amount of request is received?	c. Comments (do not include agency name or identifying information):	
	1. Length of waiting time (in weeks) for an appointment for a new client:	2 weeks	2 weeks	Clients with severe health needs will be triaged and seen as needed.	
	2. Length of waiting time (in weeks) for an appointment for a current client:	1 month	1 month	Clients with severe health needs will be triaged and seen as needed.	
	3. Number of clients on a "waiting list" for services (per Part A SOC):	0	0		
	3. Number of clients unable to access services monthly (number unable to make an appointment) (per Part A SOC):	0	0		
J.	List all other sources and amounts of funding for similar services currently in place with agency:	a. Funding Source:	b. End Date of Contract:	c. Amount	d. Comment (50 words or less):
	1. Ryan White Part C	HRSA	12/31/18	\$830,629	These funds do not pay for medications
	2. Ryan White Part D	HRSA	7/31/19	\$371,851	These funds do not pay for medications
	3.				
	4.				
K.	Submit the following documentation at the same time as the request (budget narrative and fee-for-service budgets may be hard copy or fax):				
	Revised Budget Narrative (Table I.A.) corresponding to the revised contract total (amount in Item F.9.d. plus current contract amount).				
	This form must be submitted electronically via email by published deadline to Carin Martin: carin.martin@phs.hctx.net Form updated 2/12/18				

**HARRIS COUNTY PUBLIC HEALTH AND ENVIRONMENTAL SERVICES - RWGA
SERVICE UTILIZATION REPORT**

[Agency] nt]: RW1 [Service]: ALL [Service Performer]: 0
 Services performed between 3/1/17 and 2/28/18¹
 [Age Group]: Age Group 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100
 [Contract 1]: [Contract 2]: All
 [Contract 3]: All
 [Contract 4]: All [Contract 5]: n/a [Sub Cats 5]: All
 [MAI]: Non-MAI [ShowDetail]: False [Registration Type]: ALL [NewClientsOnly]: No³

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
AFRICAN AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	12	1	11	4	0	4	16	1	15
	20-24	81	4	77	23	0	23	104	4	100
	25-34	319	2	317	147	2	145	466	4	462
	35-44	339	4	335	287	4	283	626	8	618
	45-54	479	4	475	314	3	311	793	7	786
	55-64	430	6	424	212	3	209	642	9	633
	65+	85	0	85	48	0	48	133	0	133
	SubTotals:	1,745	21	1,724	1,035	12	1,023	2,780	33	2,747
ASIAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	2	0	2	0	0	0	2	0	2
	25-34	10	0	10	1	0	1	11	0	11
	35-44	15	0	15	3	0	3	18	0	18
	45-54	12	0	12	2	0	2	14	0	14
	55-64	4	0	4	1	0	1	5	0	5
	65+	2	0	2	2	0	2	4	0	4
	SubTotals:	45	0	45	9	0	9	54	0	54
MULTI-RACE	0-12	0	0	0	0	0	0	0	0	0
	13-19	1	0	1	0	0	0	1	0	1
	20-24	3	1	2	0	0	0	3	1	2
	25-34	5	1	4	1	0	1	6	1	5
	35-44	5	0	5	1	0	1	6	0	6
	45-54	3	0	3	4	0	4	7	0	7
	55-64	2	1	1	1	1	0	3	2	1
	65+	0	0	0	0	0	0	0	0	0
	SubTotals:	19	3	16	7	1	6	26	4	22
NATIVE AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	1	0	1	0	0	0	1	0	1
	25-34	4	1	3	0	0	0	4	1	3
	35-44	1	1	0	0	0	0	1	1	0
	45-54	3	1	2	0	0	0	3	1	2
	55-64	4	3	1	1	1	0	5	4	1
	65+	0	0	0	3	1	2	3	1	2
	SubTotals:	13	6	7	4	2	2	17	8	9
WHITE	0-12	0	0	0	0	0	0	0	0	0
	13-19	5	4	1	1	0	1	6	4	2

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
WHITE	20-24	48	37	11	14	11	3	62	48	14
	25-34	318	247	71	76	62	14	394	309	85
	35-44	409	334	75	138	112	26	547	446	101
	45-54	430	302	128	149	105	44	579	407	172
	55-64	280	171	109	87	56	31	367	227	140
	65+	53	30	23	18	16	2	71	46	25
	SubTotals:	1,543	1,125	418	483	362	121	2,026	1,487	539
ALL RACES	0-12	0	0	0	0	0	0	0	0	0
	13-19	18	5	13	5	0	5	23	5	18
	20-24	135	42	93	37	11	26	172	53	119
	25-34	656	251	405	225	64	161	881	315	566
	35-44	769	339	430	429	116	313	1,198	455	743
	45-54	927	307	620	469	108	361	1,396	415	981
	55-64	720	181	539	302	61	241	1,022	242	780
	65+	140	30	110	71	17	54	211	47	164
	SubTotals:	3,365	1,155	2,210	1,538	377	1,161	4,903	1,532	3,371

Clients Served This Period

Unduplicated clients:	4903
Client visits: ³	28243
Spanish speaking (primary language at home) clients served:	967
Deaf/hard of hearing clients served:	21
Blind/sight impaired clients served:	47
Homeless clients served:	690
Transgender M to F clients served:	40
Transgender F to M clients served:	0
Clients served this period who live w/in Harris County:	4732
Clients served this period who live outside Harris County:	171
Active substance abuse clients served:	60
Active psychiatric illness clients served:	154

Methods of Exposure (not mutually exclusive)

Perinatal Transmission	50
Hemophilia Coagulation	5
Transfusion	33
Heterosexual Contact	2221
MSM (not IDU)	1155
IV Drug Use (not MSM)	82
MSM/IDU	11
Multiple Exposure Categories	340
Other risk	1497
<u>Multi-Race Breakdown</u>	
ASN,WHT	2
BLK,ASN	1
BLK,NTV	2
BLK,WHT	20
NTV,WHT	1

FOOTNOTES

¹ Visit = time spent per client per agency per service per day

² Age as of 2/28/18

³ If New Client = Yes is selected then clients were only included if they had no encounters (for the service, agency, and grant selected) in the twelve months prior to 3/1/2017; encounters (for the service, agency, and grant selected) may or may not have occurred prior to 03/01/16.

**HARRIS COUNTY PUBLIC HEALTH AND ENVIRONMENTAL SERVICES - RWGA
SERVICE UTILIZATION REPORT**

[Agency] [Agency]: RW1 [Service]: ALL [Service Performer]: 0
 Services performed between 3/1/18 and 9/30/18
 [Age Group]: AgeGrp1 (expanded) [Include/Exclude SubCats]: INCLUDE
 [Contract 1] [Contract 2]: all [Contract 3]: All [Contract 4]: All [Contract 5]: All
 [Contract 6]: All [Contract 7]: All [Contract 8]: All [Contract 9]: All [Contract 10]: All
 [MAI]: Non-MAI [ShowDetail]: False [Registration Type]: ALL [NewClientsOnly]: No

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
AFRICAN AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	8	1	7	1	0	1	9	1	8
	20-24	46	1	45	14	0	14	60	1	59
	25-34	296	5	291	120	2	118	416	7	409
	35-44	270	4	266	241	4	237	511	8	503
	45-54	365	3	362	281	3	278	646	6	640
	55-64	372	3	369	203	2	201	575	5	570
	65+	71	0	71	52	0	52	123	0	123
	SubTotals:	1,428	17	1,411	912	11	901	2,340	28	2,312
ASIAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	1	0	1	0	0	0	1	0	1
	25-34	4	0	4	3	0	3	7	0	7
	35-44	8	0	8	3	0	3	11	0	11
	45-54	17	0	17	5	0	5	22	0	22
	55-64	4	0	4	2	0	2	6	0	6
	65+	3	0	3	1	0	1	4	0	4
	SubTotals:	37	0	37	14	0	14	51	0	51
MULTI-RACE	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	3	1	2	0	0	0	3	1	2
	25-34	1	0	1	2	0	2	3	0	3
	35-44	4	0	4	0	0	0	4	0	4
	45-54	3	0	3	6	0	6	9	0	9
	55-64	4	3	1	0	0	0	4	3	1
	65+	1	0	1	0	0	0	1	0	1
	SubTotals:	16	4	12	8	0	8	24	4	20
NATIVE AMERICAN	0-12	0	0	0	0	0	0	0	0	0
	13-19	0	0	0	0	0	0	0	0	0
	20-24	1	0	1	0	0	0	1	0	1
	25-34	2	1	1	0	0	0	2	1	1
	35-44	2	2	0	0	0	0	2	2	0
	45-54	4	1	3	0	0	0	4	1	3
	55-64	4	3	1	0	0	0	4	3	1
	65+	0	0	0	2	0	2	2	0	2
	SubTotals:	13	7	6	2	0	2	15	7	8
WHITE	0-12	0	0	0	0	0	0	0	0	0
	13-19	5	4	1	0	0	0	5	4	1

RACE	AGE ²	BIRTH GENDER								
		MALE			FEMALE			BOTH GENDERS		
		Hispanic	Non-Hisp		Hispanic	Non-Hisp		Hispanic	Non-Hisp	
WHITE	20-24	30	27	3	10	6	4	40	33	7
	25-34	254	203	51	53	40	13	307	243	64
	35-44	345	297	48	123	101	22	468	398	70
	45-54	383	273	110	134	102	32	517	375	142
	55-64	257	173	84	84	56	28	341	229	112
	65+	46	22	24	23	20	3	69	42	27
	SubTotals:	1,320	999	321	427	325	102	1,747	1,324	423
ALL RACES	0-12	0	0	0	0	0	0	0	0	0
	13-19	13	5	8	1	0	1	14	5	9
	20-24	81	29	52	24	6	18	105	35	70
	25-34	557	209	348	178	42	136	735	251	484
	35-44	629	303	326	367	105	262	996	408	588
	45-54	772	277	495	426	105	321	1,198	382	816
	55-64	641	182	459	289	58	231	930	240	690
	65+	121	22	99	78	20	58	199	42	157
	SubTotals:	2,814	1,027	1,787	1,363	336	1,027	4,177	1,363	2,814

Clients Served This Period

Unduplicated clients:	4177
Client visits: ³	16310
Spanish speaking (primary language at home) clients served:	898
Deaf/hard of hearing clients served:	18
Blind/sight impaired clients served:	27
Homeless clients served:	591
Transgender M to F clients served:	38
Transgender F to M clients served:	0
Clients served this period who live w/in Harris County:	4048
Clients served this period who live outside Harris County:	129
Active substance abuse clients served:	43
Active psychiatric illness clients served:	93

Methods of Exposure (not mutually exclusive)

PerinatalTransmission	34
Hemophilia Coagulation	3
Transfusion	21
Heterosexual Contact	1893
MSM (not IDU)	996
IV Drug Use (not MSM)	55
MSM/IDU	8
Multiple Exposure Categories	275
Other risk	1287
Multi-Race Breakdown	
ASN,WHT	2
BLK,ASN	1
BLK,NTV	5
BLK,WHT	16

FOOTNOTES

¹ Visit = time spent per client per agency per service per day

² Age as of 9/30/18

³ If New Client = Yes is selected then clients were only included if they had no encounters (for the service, agency, and grant selected) in the twelve months prior to 3/1/2018; encounters (for the service, agency, and grant selected) may or may not have occurred prior to 03/01/17.

FY 2018 RW PART MAI REQUESTS FOR ALLOCATION INCREASE (October 2018)

REVISED: 10/17/2018

Request Control Number	FY 18 Priority Rank	HRSA Service Category	Local Service Category or Subcategory	Amount of Request	Amount Approved by RWPC	Rank Order	FY 2017 Final Contract Amount	Expended 2017	Percent Expended	FY 2018 Contract Amount	FY 2018 Expended YTD	FY 2018 Percent YTD	FY 2018 Percent Expected YTD	Is agency currently in compliance with contract conditions and therefore eligible for increase?	Notes Amount approved detail:
				\$0	\$0	\$0	\$0	\$0		\$0	\$0				
Confirmed Funds Avail. for Reallocation				\$172,541	MAI										
Source of Funds Available for Reallocation:				\$172,541	Explanation: Primary Care										

2018 QUARTERLY REPORT
PRIORITY AND ALLOCATIONS COMMITTEE
(Submitted October 2018)

Status of Committee Goals and Responsibilities (* means mandated by HRSA):

1. Conduct training to familiarize committee members with decision-making tools.
Status:

2. Review the final quarter allocations made by the administrative agents.
Status:

3. *Improve the processes for and strengthen accountability in the FY 2019 priority-setting, allocations and subcategory allocations processes for Ryan White Parts A and B and State Services funding.
Status:

4. When applicable, plan for specialty dollars like Minority AIDS Initiative (MAI) and special populations such as Women, Infants, Children and Youth (WICY) throughout the priority setting and allocation processes.
Status:

5. *Determine the FY 2019 priorities, allocations and subcategory allocations for Ryan White Parts A and B and State Services funding.
Status:

6. *Review the FY 2018 priorities as needed.
Status:

7. *Review the FY 2018 allocations as needed.
Status:

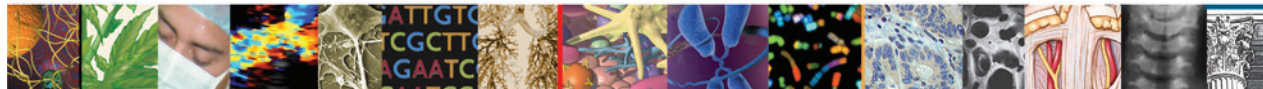
8. Evaluate the processes used.
Status:

9. Annually, review the status of Committee activities identified in the current Comprehensive Plan.
Status:

Status of Tasks on the Timeline:

Committee Chairperson

Date



Perspective

Trauma-Informed Care — Reflections of a Primary Care Doctor in the Week of the Kavanaugh Hearing

Eve Rittenberg, M.D.

Today, it was my third patient of the morning: a woman with a history of childhood sexual abuse and an abusive marriage. She shared with me her distress, her escalating nightmares and

flashbacks over the past week. She held out her left arm to me, where for the first time since her adolescence, she had started cutting herself. And then my sixth patient struggled unsuccessfully to tolerate a Pap smear, as her anxiety became unbearable. Yesterday, it was my fourth patient, with a history of severe childhood trauma, who told me of the bullying at her workplace by her male boss. Stories of struggle and abuse, of trauma inflicted by people with power, have permeated my sessions with patients over the past couple of weeks. Many of my patients named the Kavanaugh hearings as a source of dread, which has been slightly tempered by admiration for Dr. Blasey Ford. The news in which they are immersed has res-

onated deeply and brought back memories of their own experiences.

I am a primary care internist, practicing in a women's health group. My patients' experiences reflect the prevalence of trauma in our country: more than one third of U.S. women have been the victim of contact sexual violence at some time in their lives. Sexual assault often starts early — 40% of women who have been raped were first raped before 18 years of age.¹ In my work, I have the privilege of being present for women who share with me their fears, their hurt, their shame — and trust that I will stay with them and listen. The impact of my patients' stories has led me to become involved in educating health care

providers and staff about the growing field of trauma-informed care. According to the Substance Abuse and Mental Health Services Administration (SAMHSA), a trauma-informed organization or practice acknowledges the widespread impact of trauma and understands potential paths toward recovery; recognizes the signs and symptoms of trauma in both patients and staff; responds by fully integrating knowledge about trauma into policies, procedures, and practices; and actively resists retraumatization.²

SAMHSA has defined six principles of trauma-informed care: safety; trustworthiness and transparency; peer support and mutual self-help; collaboration and mutuality; empowerment, voice, and choice; and consideration of cultural, historical, and gender issues. As we reflect on the ongoing national conversation about sexual assault and the ways in which, over the past year, the #MeToo

movement has brought to light the prevalence of sexual abuse and harassment and has diminished the stigma associated with disclosure of such experiences, trauma-informed care offers guidelines for response by those of us in health care. Health care services, with an inherent power differential between patient and physician, and which often include physical touch, removal of clothing, lack of privacy, and personal questions, can be retraumatizing for survivors. In order to improve patients' resilience and engagement with their health care, we can draw on the principles of trauma-informed care. We can offer patients choice ("Would you like the door open or closed while you wait for the doctor?") and control — by explaining what we will do, how we will do it, and why it is necessary ("Is it okay if I examine your neck so that I can feel your thyroid gland?" and "What can I do to help you be more comfortable?"). As primary care doctors who have longitudinal connections with patients, we can offer a consistent, honest, and compassionate rela-

tionship within which healing from trauma can take place.

Sitting with my patients as they share their stories takes a toll. It can use up my emotional resources and leave not a lot of room for my family, friends, and community. Like everyone working in health care, I am vulnerable to the effects of vicarious trauma, the weight of witnessing my patients' suffering. Vicarious trauma can lead to compassion fatigue and burnout, especially when it resonates with a provider's own prior traumatic experiences or occurs in a setting that lacks opportunities for support and discussion of the work. But this week has also led me to think about resilience, about the comfort I gain from the partnerships I develop with my patients, about how inspired and motivated I am by their incredible strength and willingness to trust. I am reminded that in order to be able to provide patient-centered and compassionate care for trauma survivors, it is important for us to acknowledge our own needs, our own sources of resilience and support.

In this time of increased awareness of the prevalence and impact of trauma, and as we are inundated with news about abuse, health care providers have an opportunity and responsibility to dig deep into ourselves and commit to actively resisting retraumatization, to develop the resources to support survivors, and to support each other as we do this work. We can strive to make our organizations trauma-informed places of healing.

Disclosure forms provided by the author are available at NEJM.org.

From the Fish Center for Women's Health, Brigham and Women's Hospital, Chestnut Hill, MA.

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1. Breiding MJ, Smith SG, Basile KC, Walters ML, Chen J, Merrick MT. Prevalence and characteristics of sexual violence, stalking, and intimate partner violence victimization — national intimate partner and sexual violence survey, United States, 2011. *MMWR Surveill Summ* 2014;63(8):1-18.
2. Substance Abuse and Mental Health Services Administration. SAMHSA's concept of trauma and guidance for a trauma-informed approach. HHS publication no. (SMA) 14-4884. Rockville, MD: Substance Abuse and Mental Health Services Administration, 2014.

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