

## **Meeting Notes - Tuesday, September 17, 2024**

### **1:00 PM - The Uniform Administrative Requirements – 2 CFR 200 for TARC Recipients**

*Presenter: Mary Jane White*

*www.mjwhiteconsulting.com | 954-501-1029 | 2CFR.gov*

- Updates to 2 CFR 200 are made every 5 years, with the current update at the 4-year mark.
- Agencies must comply unless they have requested waivers.
- Discussion on the concept of “match” for government funding:
  - Third parties (external firms) can donate efforts (e.g., hours) as part of the match.
  - Refer to 2 CFR 306 for details on match.
  - In-kind contributions (e.g., Advisory Council hours) can be used for match.

#### **Key Topics Covered:**

- 1. Introduction & Overview of Updates**
- 2. Compliance Requirements & Responsibilities**
- 3. Statutory and National Policy Requirements**
  - Recipient/sub-recipient obligations
  - Federal Awarding Agency Responsibility
- 4. Performance Measurement** (sections 202, 301, 329)
- 5. Financial Management**
  - Compliance with state law
  - Identification of Federal Awards
  - Accounting for expenditures
  - Regulatory compliance
- 6. Internal Controls** (303)
  - COSO Framework & Green Book (available for free, ask Jeff)

- Control environment, risk assessment, control activities, information/communication, monitoring

## 7. **Effective Internal Controls**

- Regulatory compliance, asset control, authorized use assurance, safeguarding assets

## 8. **Responsibilities of TARC Recipients**

- Compliance with federal regulations and maintaining documentation

## 9. **Allowable Costs**

- Follow federal guidelines, ensure costs are necessary, allocable, and reasonable

### **Key Discussion Points:**

- **Indirect Cost Rate:** Ensure no direct cost items are included under indirect costs (e.g., finance, HR, building maintenance).
- **Cost Share:** The term “Match” is now replaced with “Cost Share.”
- **Negotiated Indirect Cost Rates for Contractors and Subrecipients (317)**

### **Reporting Requirements:**

- Accurate financial disclosures, current reporting, and complete disclosures.

### **Procurement Standards:**

- Competitive procurement, documentation standards, and conflict-of-interest policies (2 CFR 200.318-200.327).

### **3:00 PM - HHSC Office of AAA Training**

*Presenter: Jocelyn Evans*

*Nutrition and Aging Resource Center Presentation*

**Objectives:**

- The center aims to be the go-to resource for seniors, with a cooperative agreement with ACL.

### **Michael M. & Jessica Gipson**

- Discussed the HICAP and MIPPA RfR/MDD Process:

- Same RfR documentation submission process.
- AAA can submit new MDD submissions.
- HHS will only respond if a request is denied or needs correction.
- Approved RfRs processed on set dates.
- SHIP MDD chart with specific blocks for use.
- An instructional email will be sent.

## **Katelyn Lee**

### *2025 Planning Budget Process*

- The state lacks sufficient funds to match federal dollars based on General Revenue (GR).
- HHS aims to ensure GR match before approaching ACL for a no-cost extension.
- Discussed the planned reduction in Title III funds, the use of historical data for budget allocation, and projected planning budgets.
- Title III funds for AAAs (80% fronted in October for B, C1, C2, and E categories).
- FY22 budget surplus and FY23/ARP considerations for carryover.

### **Key Discussion Points:**

- AAAs to send requests as funds are expended to give a clearer picture of actual usage.
- Concerns about a reduction in Title III B funds were raised, particularly regarding conversations with the Ombudsman.

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## **Wednesday, September 18, 2024**

### **9:02 AM - Meeting Called to Order**

*Chair: Paula Johnson*

### **9:07 AM - Chelsea Couch**

*Aging Texas Well Coordinator*

- Discussed the “No Wrong Door” initiative:
  - Next steps and implementation.

- Feedback from AAAs: Some AAAs are concerned about referring callers to 2-1-1, who typically redirect to AAA.
- Chelsea requested that concerns be emailed to her and the Aging Texas Well team for follow-up.

#### **Approval of Minutes:**

- Minutes from the previous meeting were read and approved.
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#### **Inform Texas - Promote Best Practices for IR&A**

- **Annual Conference - Central Texas, November 12-13, 2024**
  - Speaker recruitment and certification information shared (CRS, etc.).
  - Conference details available on the Whova app.

#### **Budget Review:**

- **Treasurer's report:** Reviewed and approved in February.
- **Current Budget Overview:**
  - Total expenses: \$118,971.
  - Awaiting dues receipts and reconciliation of Aging in Texas conference expenses.
- **Clarification Needed:** Aging in Texas line item not listed.
  - Motion to approve budget contingent on line item clarification, seconded and passed.

#### **Survey Discussion:**

- Reviewed services provided by AAAs:
  - Average service duration: 4 weeks to 3 months.
  - Service eligibility: Once per year, every 6 months, or as a one-time service.
  - Clients must prove denial of long-term services to qualify.
- Discussion on limitations of services, including Personal Assistance, HMI, and ERS.

#### **Open Discussion:**

- Partner workshop to narrow down service messaging.
- APS statewide conference scheduled for October in Galveston.
- Donnis discussed legal services available for Title concerns across Texas, suggested inviting an attorney to the next conference.

### **10-Minute Break**

### **Post-Break (11:10 AM) - Katelyn Lee**

- **HHS Updates:**
  - HHS will front 80% of Title III funding to AAAs, working towards 100% match.
  - The 100% match plan is contingent on carryover and projections.
  - Concerns over match requirements: Donnis suggested AAAs might need to provide local cash for match if HHS cannot meet requirements.

### **Discussion:**

- Katelyn emphasized that HHS will front 80% for safe coverage and is working to secure 100% match funding.
- **Carryforward Funds:** Uncertainty about how they will be treated in future budgets.
- **FY 2025 & 2026:** Current concern over 2026 funding and the match requirements.

### **Motion to Accept Budget:**

- Proposed budget with contingency on carryover projections was accepted.