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# MEMORANDUM

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE  
PUBLIC HEALTH SERVICE  
HEALTH RESOURCES ADMINISTRATION  
BUREAU OF HEALTH RESOURCES DEVELOPMENT

TO : HRP Executive Staff

DATE: December 6, 1974

FROM : R. L. Peterson 

SUBJECT: HRP Staff Meeting, December 2

The principal discussion at this meeting centered on HRP budget requirements and options for fiscal years 1975 and 1976. A paper analyzing requirements and setting options (dated 11/27/74) had been distributed to the HRP executive staff beforehand.

Mr. Croft and Mr. Kelly described the major options as outlined in that paper that had been identified for purposes of budget analysis. Briefly, they are:

1. Rapid Implementation - limiting transitional funding to December 31, 1975, and making awards to all new agencies by no later than June 30, 1976;
2. Phased Implementation - providing transitional funding on an individual agency basis, and making awards to approximately three-fourths of the new local agencies by June 30, 1976;
3. Delayed Implementation - providing transitional funding to June 30, 1976, and making awards to approximately one-half of the new local agencies by June 30, 1976;
4. Straight Extension - continuing with existing programs at the FY 74 level.

Comments on the budget analysis and options were requested by Mr. Rubel. His desire is that we be in a position to submit an HRP budget request to HRA by December 13.

In addition to a report on legislative developments and prospects by Mr. Rubel, several other matters were noted for information. Mr. Peterson stated that the following additional work group assignments had been made: Agency Selection - Larry Pullen, Tom Simonds, and Bob Ullom of the EHSDS program in BHSR; Area Designation - Bob Lindsay of DFU; and Section 1122/Regulatory Activities - Ben Neufeld and Matt Spear.

Dr. Rorrie is revising the agenda for the regional HRP orientation meetings to be held in January; and development of an agenda for the meeting with regional office staff on HRP implementation later this month, is underway. Copies of the former will be distributed at Monday's meeting. A draft of the latter is attached.

cc: Dr. Ellis

Proposed Agenda for December Meeting  
With RO Staff re HRP Implementation

Thursday December 19

8:45 - 9:30	Introduction and Meeting Plan	Dr. Rorrie
9:30 - 10:30	HRP Legislation	Mr. Rubel Mrs. Merrill
10:30 - 11:00	Coffee break	
11:00 - 11:30	HRP Implementation	Mr. Peterson
11:30 - 12:30	Area Designation/General (including discussion)	Mr. Van Winkle Mr. Peterson
12:30 - 1:30	Lunch break	
1:30 - 3:00	Area Designation/RO Role (including discussion)	Mr. Van Winkle Dr. Lindsay
3:00 - 3:15	Stretch break	
3:15 - 4:30	Agency Selection and Transition (including discussion)	Mrs. Silsbee Mr. Rubel
4:30 - 5:00	Problem Identification	Dr. Rorrie

Friday, December 20

8:45 - 10:30	Jan. HRP Meetings/Agenda and RO Role (including discussion)	Dr. Rorrie Dr. Lindsay
10:30 - 11:00	Coffee break	
11:00 - 12:00	Potpouri, including February Meetings with States; HRP Budget and CO Organization and Staffing	Dr. Rorrie Mr. Croft
12:00 - 12:15	Problem Identification	Mr. Peterson
12:15 - 1:30	Lunch break	
1:30 - 3:00	Problem Discussion	Dr. Rorrie Dr. Lindsay
3:00 - 3:30	Summing Up and Follow-Up	Mr. Rubel Mr. Peterson

12/6/74

Meeting Materials

A. General:

1. Meeting agenda
2. Comparative analysis House and Senate bills
3. Tentative HRP implementation plan

B. Area Designation:

1. Revised AD process and procedures
2. Proposed AD requirements and criteria
3. Draft letter to Governors
4. Outline proposed AD plan format

C. Agency Selection and Transition:

1. Position paper re general strategy and specific major issues and problems
2. Summary list relevant TA contracts

D. January HKP Meetings:

1. Agenda.
2. Summary list re anticipated attendance.

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Resource People

A. Overall: Mr. Croft, Dr. Ellis, Dr. Lindsay, Mr. Ullom, and Mr. Zwick  
(or Van Nostrand).

B. Area Designation: Mr. Billingslea, Dr. Farag, Miss Morgan, Miss Trower,  
and Mr. Zizlavsky.

C. Agency Selection: Mr. Crane and Mr. Simonds.

D. January Meetings: Mr. Gilmer

E. Other: Mr. Baum and Mr. Stiles