

Cuyahoga Regional HIV Health Services Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties

Kimberlin Dennis, Kristina Knight Co-Chairs

Planning Council Minutes

Wednesday, April 20, 2016

5:30 pm to 7:00 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue ♦ Cleveland, OH 44102



Start: 5:30 End: 6:50 Co-chair: Kristina Knight

Moment of Silence

Welcome and Introductions

Public Comment Opportunity

None

Approval of Agenda, April 20, 2016

Motion: Chris Ritter Seconded: Max Rodas In Favor: 13 Oppose: 1 Abstain: 0

Approval of the Minutes, March 15, 2016

Motion: Jason McMinn Seconded: Max Rodas In Favor: 6 Oppose: 0 Abstain: 8

Ryan White Part B Update

A Ryan White Part B expenditure report was distributed to show Part B Funds spent on Cleveland Part A Year 25 (April 1, 2015 to March 31, 2016).

Regional meetings Planning continues for coordination between Part A, Medicaid & Part B to share data; there is also discussion about the criminal code.

Grantee Report

a. FY2015 Utilization Update

Melissa Rodrigo reviewed the expenditure handout

Melissa Rodrigo

The split is 77.43 Core and 22.57 Support.

There are no outstanding requests for funding by providers.

Carryover is \$141,840.00

Sharron Harris and grantee will collaborate on what should drive the PSRA.

b. Administrative Update

Close out fy2015 has begun, RSR was submitted 21 days early, Ad Hoc Integrated Plan committee continues to review documents and discuss trainings. May 25, 2016 meeting is set, the afternoon is for providers and 4-7:00 pm for consumers – Save the Date to be sent out.

Needs Assessment will be posted to the website.

Clinical Quality Management work continues.

FY16 partial grant award has been received, 80% of Formula and 80% MAI. Final award might not be until June. Looks like it will be level funding, current award \$ 2,524,989.00. All but 1 (one) contract will be approved at the April CCBH board meeting.

Grantee has no outstanding data requests, or meeting/training requests from any committees. Grantee requests from Planning Council, reallocation of unrequested LPAP funds in the amount of, \$6,524.59 and also the funds from Care Alliance (no longer a provider), for total of \$47,348.79 to go to MCM.

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Planning Council Training – Data 101 – Reschedule is schedule for the May 18 PC meeting;

Melissa Rodrigo completed the training on Service Category definitions that are **not** funded in the Cleveland TGA. The slide show will be posted on the website and Sharron Harris will circulate it to PC members. All funded services categories were covered in previous training sessions between January-March 2016. A concern was expressed regarding the housing service category and whether it should be funded to address housing needs. Melissa Rodrigo explained how the housing service model had been revised in collaboration with HOPWA. Sharron stated that housing under Part A is temporary housing, not long term. PC members want to see data on how the community's housing needs are being helped. Members need to understand the difference between HOPWA and this housing category for PSRA for next year, there is not enough time between now and PSRA this year to really examine the problem, so PC members will add this discussion to the "to study list".

Grantee needs to know if there will be any Service Definition changes for FY2017 and which ones?

Planning Council Business

i. Motion #1 – Update Bylaws

Motion: by Chris Ritter, "To update language in the Bylaws and give the grantee the authority to reallocate funds during the December and January months annually to ensure funds are spent. Seconded; Melissa Federman

Vote: In Favor: 16 Oppose: 0 Abstain: 0; **Motion passed**

ii. Motion #2 – Approval of March 1, 2016 – Feb. 28, 2017 PCAT

Moved By Chris Ritter; to amend the PCAT with the following addition – "to add service category definition review to the PCAT for S&F in January – June annually." Seconded: Jason McMinn

Vote: In Favor 14; Oppose 0; Abstain 2; **Motion passed**

iii. Motion #3: by Chris Ritter to reallocate \$47,348.79 to MCM; Seconded by: Melissa Federman

Vote: In Favor: 13 Oppose: 0 Abstain: 3; **Motion passed**

Committee Reports

a. Community Liaison Committee – Kimberlin Dennis

Community Forum is scheduled for May 5, 2016; the CLC reviewed and approved the outline for the forum; Chris Ritter will be backup for Kimberlin Dennis, James Stevenson is back up for Naimah O'Neal if needed.

b. Strategy & Finance - Darryl Fore – Molly presented finding from the Needs assessment for provide information to consider the Core Waiver.

c. Membership, Retention & Marketing – Chris Ritter

Mentor Program was voted on and completed. Attendance policy was reviewed, official analysis will be done in January and June annually. Corrective Action Plan was reviewed – 3 items show improvement, Open nominations process is in gear, 8 applications in. Melissa Rodrigo stated that 1 person can hold 2 spots ex: Part C and D can be held by same person. Sharron said according to the regulation only one PC member can be counted per Mandated category. Melissa Rodrigo will look back at her notes from the project officer. It was recommended that

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trainings be a counted towards attendance; Chris proposed that a point value be allocated to training. Members will get dinged if trainings are not completed. It was also suggested to pursue other options. Discussion went well.

d. Quality – Jason McMinn

Continue to look at treatment cascades, Kate Burnett-Bruckman to present results of site visit monitoring at the May QI meeting and all are encouraged to attend the May QI meeting. June summary of last 3 needs assessments, maybe a report from grantee. The Standards of Care have been removed from QI PCAT, the Needs Assessment and Continuum of Care will fill that space, the new QI meeting schedule is in the air – it will be reviewed and discussed at a later date.

Other Business

Motion on behalf of the Executive Committee was made by Chris Ritter to draft a letter to the mayor of Cleveland regarding filling the City of Cleveland vacancy on the Planning Council; (cc: acting director); Seconded: Jason McMinn.

Vote: In Favor: 7 Oppose: 0 Abstain: 0

Motion passed by Executive Committee Members

Motion on behalf of the Full Planning Council, Chris repeated the motion to draft a letter to the mayor of Cleveland regarding filling the City of Cleveland vacancy on the Planning Council; Seconded: James Stevenson. Kristina will draft and email to members for feedback.

Vote: In Favor: 15 Oppose: 0 Abstain: 0

Motion passed by Full Planning Council

Public Comments

Tracy Johnson suggests committees agendas should have mission statements on them as information for guest attending PC meetings.

Tracy Johnson want an explanation as to what “*Public Comment*” means – it was explained that Public Comment is the period reserved at every PC meeting to allow non-PC members and guest an opportunity to present information to the Planning Council.

Announcements

Minority health fair 4/21/16 free parking

Ohio Aides Coalition May 4,2016

Cleveland State has 3 interns, 16 hrs a week

Kimberlin Dennis asked for attendance and communication between co-chairs to improve, and to be mindful of your position. All committee members are asked to be considerate of meeting times and dates, the order of business needs to be taken care of and cannot be completed without all members present.

Adjournment

Motion: Chris Ritter, Seconded: Bryan Jones Favor: All

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Planning Council Committee

2016/17 Quorum = 10

	PC Council Member	Term	Mar	Apr
1	Kimberlin Dennis	8/13 - 8/16	Y	Y
2	Kristina Knight	7/15 - 7/18	N	Y
3	Susan Dicocco	8/13 - 8/16	Y	Y
4	Clinton Droster	7/15 - 7/18	N	N
5	Melissa Federman	8/13 - 8/16	Y	Y
6	Darryl Fore	7/15 - 7/18	N	Y
7	Brenda Glass	7/15 - 7/18	N	Y
8	Barbara Gripshover, MD	3/14 - 3/17	N	Y
9	Desi Johnson	7/15 - 7/18	N	Y
10	Bryan Jones	8/13 - 8/16	N	Y
11	Tammie Jones	7/15 - 7/18	Y	Y
12	Tina Marbury	7/15 - 7/18	Y	Y
13	Jason McMinn	7/15 - 7/18	Y	Y
14	Naimah O'Neal	3/14 - 3/17	N	N
15	Chris Ritter	7/15 - 7/18	N	Y
16	Marlene Robinson-Statler	3/14 - 3/17	N	N
17	Max Rodas	3/14 - 3/17	Y	Y
18	James Stevenson	8/13 - 8/16	N	Y
19	Leshia Yarbrough- Franklin	8/13 - 8/16	N	Y
	as of 3/16/16		7	16

Staff: Sharron Harris, Pam Ditlevson, Claire Boettler, Melissa Rodrigo

Guest: Kim Rodas, Tracy Johnson, Thomas O'Donnell, V. Sundaram, Bob Candage, Maurice Smith