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Cuyahoga Regional HIV Health Services Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties Michael Foreman, Darryl Fore Co-Chairs

Strategy and Finance Committee

Wednesday, October 14, 2015 1:00 pm to 2:30 pm St. Augustine Health/Ursuline Piazza Campus 7801 Detroit Avenue ◆ Cleveland, OH 44102

Start: 1:22 End: 2:45 Chair: Michael Foreman

Moment of Silence Welcome and Introductions Approval of Agenda, October 14, 2015 Motion: Clinton Droster Seconded: Desi Johnson In Favor: All Oppose: 0 Approval of the Minutes, September 9, 2015 Motion: Kimberlin Dennis Seconded: Desi Johnson In Favor: All Oppose: 0

Grantee Report

a. FY2015 Utilization Update

 Grantee Report - Melissa Rodrigo reviews the Utilization handout. The Expenditure Report – the year-to-date percentage split is 74.90% Core & 25.10% Support. As of August, should be at 50% utilization, currently at 43.40% of overall year-to-date expenditures, last year at this same time, we were at 36%.

Please note the Award split is 76.07% Core and 23.93% Support, overall spending cannot exceed 25% for support at the end of the year. Potential for adjustments, to increase Core: MCM, Oral health, Mental Health, EIS, Home Health, and Home / Community Based HS. Support – Substance Abuse Residential. ****split is difficult, need to reduce some support categories down in order to acquire funding for Substance Abuse. Potential for adjustments down LPAP, Substance Abuse Outpatient and HIPSCA.

Recommendations in November for reallocation – Grantee has conducted all but one budget meeting with providers. Providers are reviewing their anticipated expenditures for the grant year based on costs incurring, staffing levels, services performed, expenditure trends etc.

2. Administrative Report

- Working on grant application due on November 2nd
- Site Visit Corrective Action Plan (CAP) response to HRSA has been submitted



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- Carryover in the amount of \$141,840 has been received and PC already allocated to Oral Health no action needed. When added to current allocation, will increase Oral Health to a little over \$500,000.
- Subgrantee Monitoring has started and will last through the grant year
- No outstanding data requests
- Standards of Care meetings were conducted October 6th for MCM and EIS
- Lake County General Health District update continue to work with two potential providers that can meet the requirement for providing services in Ashtabula and Lake county. The providers have offices in both locations. Will use existing Lake County funds
- Needs Assessment recommendation is included in the core waiver presentation
- Core Waiver presentation by (M Kirsch RW Program Manager)
- Next month November items that need votes -
 - Reallocation of current year funds (cannot go over 25% in support spending), possible service categories for reallocation: MCM, Oral Health, Mental Health, Early Intervention and Substance Abuse, residential.
 - Request for Carryover of FY15 funds into FY16

b. Core Waiver Update Presentation & Next Steps

1. Molly Kirsch made presentation and provided handouts of Jurisdictions with approved waiver requests. Critical requirements for the waiver are, 1). demonstrate that core services will be available for clients within 30 day; 2). Cannot be a waiting list for ADAP and Medicaid; 3). Must have letters of support from Part B & Medicaid and possibly provide providers. Submitting an application for a waiver is possible in 2016 – need to keep an eye on Medicaid. Molly Kirsch recommends the S&F committee start working on the waiver process now and they are not required to use it if they get it approved.

A question was asked, does waiver effect the core/support, Molly Kirsch states yes, can change the support percentage.

2. Question was raised regarding transportation; Darryl Fore asked how Lake is providing transportation, Melissa Rodrigo states gas cards or an agency that provides transportation. Grantee allows providers to customize for their transportation needs. (Same discussion took place in CLC). Grantee will do what they are directed to do by PC, however Members don't want to chase any providers away by being too rigid.

New/Old Business

a. Discuss S&F responsibilities for HRSA Corrective Action Plan

i. Establish core components to Reorganize PSRA - Per Sharron Harris this committee needs to make a plan – look at how many service categories are funded, possibly make request to grantee for more data, what does epidemic look like, Sharron Harris has a formula for figuring out priority ranking. No more pulling categories out of the air without data to support it.



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- ii. Establish a Timeline to complete reorganization of PSRA
 - 1. Sharron Harris has tools to help with the timeline. Sharron Harris will distribute via e-mail to all committee members the materials from the HRSA consultant that she placed in the Planning Council dropbox. They are helpful decision-making tools.
 - 2. Michael Foreman states that all members need to have access to all materials, if they cannot access a dropbox. Sharron Harris will email info to members.
 - 3. Michael Foreman and Darryl Fore as S&F co-chairs must lead the effort to create a plan to reorganize the PSRA process.

b. Create a Schedule & Review/Revise Service Category Definitions

- 1. Devise a plan for which ones to review in what order.
- 2. Darryl Fore suggests to review a couple per meeting, so at PSRA time everyone knows what to do. OAMC and MCM will be the first definitions and how services are provided. Grantee suggests go over the service categories at the PC training every month. PC must request grantee participation in the review of the service definitions. It was suggested the more than 2 should be done per meeting, possible 6 six per meeting. The best time frame to start would be Jan., Feb., Mar. 2016.
- c. Review Expenditures by Service Category
- d. Vote on Carryover request Grantee: this will be discussed at the November meeting
- e. Define Needs Assessment Strategies Discuss Work Group & Committee Role in Needs Assessment – The committee agreed to the needs assessment proposal to support the core waiver.
- f. Assist with Planning Council re-allocations to be done at Nov. meeting.

Next Steps

Announcements - None

Adjournment

Motion: Desi Johnson Seconded: Clinton Droster Favor: All Oppose: 0

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	S & F Members	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan '16	Feb '16	# of Abs.
1	Darryl Fore Co-Chair 07/2015 - 07/2018													1
2	Michael Foreman Co-Chair 07/2015 - 07/2018					Р								1
3	Kimberlin Dennis 08/2013-08/2016					S								0
4	Desi Johnson 07/2015 - 07/2018					R								1
5	Melissa Federman 08/2013-08/2016					А								2
6	Tammie Jones 07/2015 - 07/2018													4
7	Clinton Droster 07/2015 - 07/2018													0



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Staff: Sharron Harris, Pam Ditlevson, Claire Boettler, Melissa Rodrigo, Molly Kirsch Guest: None

Next Meeting: November 4, 2015 – 1:00-2:30pm, St. Augustine/Ursuline Piazza Campus Visit the Ryan White HIV/AIDS Homepage at: www.ccbh.net/ryan-white