

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, January 13, 2016

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus
7801 Detroit Avenue, Cleveland, OH 44102

Start: 1:15 End: 3:10 Co-chair: Melissa Federman

Moment of Silence

Welcome and Introductions

Approval of Agenda, January 13, 2016 No Quorum at start of the meeting, quorum met at 1:45pm

Motion: Chris Ritter Seconded: Clinton Droster Favor: All Oppose: 0 Abstain: 0

Approval of the Minutes, November 4, 2015

Motion: Kimberlin Dennis Seconded: Chris Ritter Favor: 4 Oppose: 0 Abstain: 1

Grantee Report – Melissa Rodrigo

a. FY2015 Utilization Update

1. See handout, unduplicated count (2,760) and expenditures were discussed. According to the handout, Mental Health and EFA are overutilized and need more funding. Of the services on target, Core services include, Home Health Care & Home/Community Based services and Support services are Psychosocial support and Legal services. Of the services that are underutilized, eight (8) are core and five (5) are support. Providers are completing their data entry, unduplicated counts are expected to be below 3000 client's utilizing services due to Medicaid expansion.

A member also felt there should be greater guidance from the Project Officer as to why EFA (emergency medicine) is a support service, and felt it should be a core service. It was suggested to have a conversation with Part B regarding this issue. Melissa Federman agreed start a conversation with Part B. Most who have accessed these services are below 300% poverty level.

2. See reallocation handout

Grantee has had to hold-off on requests for additional funding for Dental services until PC approves the reallocation, this process could be avoided if the grantee had approval from the committee to reallocate funding and then report to committee at the next meeting. Need to change Bylaws to reflect approval for Grantee to reallocate in the last quarter of the grant year. A vote is needed to approve the current reallocation presented to the Committee.

Motion: by Clinton Droster Seconded: Tammie Jones

Vote: In Favor: All Oppose: 0 Abstain: 0

Motion passed

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b. Administrative Update

1. The Grantee is continuing with monitoring
2. New provider is Signature Health, in Lake County, they will be invited to come to a meeting for an introduction. Service's provided are: Medical Nutrition Therapy, EIS, MCM and Medical Transportation. They will service Lake and Ashtabula and also do home visits.
3. There are no outstanding data request
4. Comprehensive Plan update – First meeting was a 5-hour meeting with both Part A grantees in Columbus in Dec., the PC members who volunteered will receive an email regarding this. They are currently developing a charter. The prevention meeting is today Jan. 13, they are asking for any needs assessment data done recently.
5. Needs Assessment: There is a vendor on board, Silver Creek, Julie Patterson. Molly Kirsch is working with Julie. Possibly have them come to the meeting in Feb.
6. Continuing on Eligibility in CAREWare, uploads are moving forward from 55,000 now to 11,200 documents in the system. Still some hiccups happening.

New/Old Business

- a. Review/Revise Service Category Definitions
 1. Melissa Rodrigo will present at 3 meetings. Sharron Harris encourages **ALL** members to participate in these meetings starting Jan., Feb., and March 2016.
- b. Review Expenditures by Service Category
 1. Melissa Rodrigo does this report already, should be remove from S&F Work plan.
- c. Vote on Carryover request
 1. The carryover vote took place in November 2015. Going forward this item will be listed on the Committee work plan only in November.
- d. Progress Report on PSRA Workgroup
 1. It was acknowledged that the childcare service category should have been vetted more prior to allocating funding for the upcoming grant year. It was agreed that lots of work is required to take on providing childcare services for \$20,000.00. The committee needs more evidence to support this decision. It was stated that Columbus was unsuccessful with this category.
 2. PSRA committee, submit data request to grantee this month. Sharron Harris will send the S&F committee members last year's data request as submitted to the grantee.
 3. Sharron recommended having the HRSA TA consultant provide greater guidance on best practices in conducting PSRA during in the 2 day HRSA TA training. She suggested to perhaps include training on the NYC tool they use for PSRA decision-making.
 4. March – Directives need to start, April - Adm. Mech. Tool. (Sharron suggested removing the AEAM process from inclusion in the PSRA process. Said the AEAM is a totally separate responsibility).
 5. Melissa Federman requested time on PC agenda for trainings related to the PSRA process.

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- 6. PSRA – As a recommendation, the PSRA Workgroup recommended conducting the final decisions for PSRA in two (½-day) sessions in July. The dates are to be decided. Sharron Harris stresses the importance of this committee to stay focused for this.
- 6. Consumer input opportunities – events partnering with CLC, this is important and must be done in a timely manner, must be done before PSRA. Sharron suggests using Kate Burnett-Bruckman quality review data presentation findings in the PSRA process.

****Question/Decision for Vote:** S&F to lead the complete PSRA process, or keep as is for full PC.

Motion: made by Chris Ritter that S&F lead the PSRA process with PC to participate at the meetings. A discussion took place. Seconded: Brenda Glass

Vote: In Favor: 10 Oppose: 0 Abstain: 0

Parking Lot

e. Review S&F Mar. 2015-Feb. 2016 PCAT for Compliance

f. Create S&F PCAT for Mar. 1, 2016 - Feb. 28, 2017

Next Steps

Announcements

None

Adjournment

Motion: Chris Ritter Seconded: Naimah O’Neal

	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													2
2	Michael Foreman Co-Chair 07/2015 - 07/2018					P								2
3	Kimberlin Dennis 08/2013-08/2016					S								0
4	Desi Johnson 07/2015 - 07/2018					R								3
5	Melissa Federman 08/2013-08/2016					A								2
6	Tammie Jones 07/2015 - 07/2018													5
7	Clinton Droster 07/2015 - 07/2018													0
8	Max Rodas 03/2014-03/2017													0

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

Guest: Tina Marbury

Next Meeting: February 10, 2016 – 1:00-2:30pm, St. Augustine/Ursuline Piazza Campus

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