

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, November 4, 2015

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

Start: 1:06 End: 2:35 Co-chair: Darryl Fore

Moment of Silence

Welcome and Introductions

Approval of Agenda, November 4, 2015

Motion: Kimberlin Dennis Seconded: Michael Foreman

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

Approval of the Minutes, October 14, 2015

Motion: Michael Foreman Seconded: Chris Ritter

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

Grantee Report

a. FY2015 Utilization Update

1. Melissa Rodrigo reviews the expenditure report (see handout), trending high Mental Health, Substance Abuse residential, psychosocial support.
2. Carryover – (see handout)the recommendation is for all to go into Oral Health, \$140,222.00
3. Vote on Carryover Recommendation, Motion: Kimberlin Dennis Second: Chris Ritter
Vote: In Favor: All Oppose: 0 Abstain: 0
4. Melissa Rodrigo stated that a final reallocation will probably be needed January 2016.
5. Melissa Rodrigo reviewed each service category and reported increases and decreases.
*Decrease: Med. Transportation, LPAP, NMCM, Sub. Abuse- Outpt, Food Bank/Home Del. Meals, Med. Nutrition, HIPSCA, Outreach and Legal Serv.
*Increase: OAMC, Oral Health, Sub. Abuse – Residential, Mental Health and EIS

**Discussion regarding transportation – Melissa Rodrigo will present more information at the January meeting. No provider has been asking for more transportation dollars. Melissa Rodrigo will leave money if this is what members advise her to do, she does not recommend this. She has reached out to providers regarding this matter. Providers must be contracted to provide the service, the Grantee cannot give to providers that have not applied for it. Melissa Rodrigo has reached out to agencies, if they do not reallocate now, there will not be enough time in January to change this.

There was a motion to move forward with the reallocation request as written by: Melissa Federman (*the vote was postponed for 25 min. while waiting for one of the co-chairs to return to the meeting*), Motion Seconded by: Kimberlin Dennis

Vote: In Favor: 5 Oppose: 0 Abstain: 0

Cuyahoga Regional HIV Health Services Planning Council

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

Michael Foreman, Darryl Fore Co-Chairs



Sharron Harris reminded Co-chairs need that it is their responsibility to make sure there is a quorum present, they were informed in October that a reallocation and Carryover vote was planned for November; this delay takes too much time from meetings.

6. Total reallocation : \$373,768.54

b. Administrative Update

New/Old Business

a. Review S&F Progress for compliance with HRSA CAP

i. Identify & Confirm Core Components of PSRA Reorganization

Sharron Harris made suggestions to get this done. Decisions are based from data.

ii. Confirm Timeline for PSRA Reorganization Completion

Need to consider:

- a. Data requests
- b. How and when to conduct the data review
- c. Conference calls, emails, need to take place for discussion outside of the meetings.
- d. Unmet need percentage needs to be considered
- e. EIIHA, need to consider what percent is unmet, Chris states that this is a federal number.
- f. Need to set a timeline: Melissa Federman will take the lead.

*Feedback from prior PSRA was emailed by Sharron Harris to all members.

*Michael Foreman wants to do a conference call and move the meeting along.

*Melissa Federman asked if these can be done at PC meetings in the training time slot.

*Chris Ritter states that the data request for the Grantee needs to be done by January.

*There will be a gap in epi data – there is no one to get it from in Cleveland.

*Darryl wants to incorporate into PC meetings – training, so that there are minimal outside meetings, Michael Foreman agrees.

*Sharron Harris reviewed the NY tool for PSRA.

***PSRA Workgroup:** Kimberlin Dennis, Clinton Droster, Michael Foreman, Darryl Fore, Chris Ritter and Melissa Federman and Max Rodas

Time and dates of conference calls for committee are: Friday Nov. 13, 2015 at 12:00pm (noon) and Friday Nov. 20th at 11:00. Melissa Federman will lead this committee.

b. Create a Schedule & Review/Revise Service Category Definition - Grantee will provide training on service category definitions beginning January – March or April 2016.

c. Review Expenditures by Service Category - included in Grantee Report

d. Vote on Carryover request was complete, Motion by Melissa Federman and seconded by Kimberlin Dennis, all members were in favor and the motion passed.

e. Define Needs Assessment Strategies- the Need Assessment strategy was decided by the S& F committee in October. The committee agreed to conduct a small needs assessment in conjunction with Core Waiver research. No further business as of today is required.

f. Assist with Planning Council re-allocations – completed in conjunction with Grantee Report

Cuyahoga Regional HIV Health Services Planning Council

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

Michael Foreman, Darryl Fore Co-Chairs



g. Review Progress on 2015 PCAT & Create and Approve PCAT for Mar. 1, 2016 thru Feb. 28, 2017 – this was not done due to time limitation.

h. Training - Chris Ritter stresses the importance for all members completing the online training as soon as possible.

Next Steps – PSRA Workgroup will hold two conference calls to finalize a schedule & timeline for reorganizing the PSRA process.

Announcements

Sharron Harris reminds members to make sure they are reading their emails, especially the co- chairs, please review agenda’s and minutes for either approval or change requests prior to the meetings.

Adjournment

Motion: Kimberlin Dennis Seconded: Clinton Droster

Vote: In Favor: All Oppose: 0

	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					P								1
3	Kimberlin Dennis 08/2013-08/2016					S								0
4	Desi Johnson 07/2015 - 07/2018					R								2
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

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

Guest: Chris Ritter, Tina Marbury

**Next Meeting: January 13, 2015 – 1:00-2:30 pm, St. Augustine/Ursuline Piazza Campus
Visit the Ryan White HIV/AIDS Homepage at: www.ccbh.net/ryan-white**