

Cuyahoga Regional HIV Health Services Planning Council

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

Kimberlin Dennis, Co-Chairs



Planning Council Minutes
Wednesday, August 17, 2016
5:30 pm to 7:00 pm
St. Augustine Health/Ursuline Piazza Campus
7801 Detroit Avenue ☐ Cleveland, OH 44102

Start: 5:40 pm End: 7:15 pm Co-chair: Kimberlin Dennis

Moment of Silence

Welcome and Introductions

Public Comment Opportunity

None

Approval of Agenda August 17, 2016

Motion: Chris Ritter Seconded: James Stevenson

Vote: In Favor: 13 Oppose: 0 Abstain: 0

Approval of the Minutes, June 15, 2016

Motion: Max Rodas Seconded: Naimah O'Neal

Vote: In Favor: 12 Oppose: 0 Abstain: 1

Ryan White Part B Update

Sharron Harris gave the report for Susan DiCocco

1. *Integrated plan* – ODH received the Cleveland Planning Council's update on the draft Ohio Integrated HIV Prevention and Care plan. Edits were made to the document and it has started routing at ODH as well as through the Part A grantees for final approval. The plan must be submitted to CDC and HRSA by Friday, September 30th.
2. *Ryan White Part B* - Ryan White Part B had their HRSA comprehensive site visit in mid-July. There were two findings related to documentation and monitoring, both of which already had plans of correction in place. The fiscal part of the review will be conducted later this month as the original consultant was unable to travel with the team in July. The final report is expected by mid-September.
3. *Part B Advisory Meeting* - The next Part B Advisory Group meeting is Thursday, September 8th in Columbus from 10am – 3pm. If interested in attending, please contact Susan for the specific location.

Cuyahoga Regional HIV Health Services Planning Council

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

Kimberlin Dennis, Co-Chairs



Grantee Report

- a.** *Ad Hoc Integrated Plan committee* - continued to provide feedback from the state documents. Comment period from the Ad Hoc committee is closed, final comments are being submitted to ODH. Ad Hoc members are ok with proceeding with the current version of the plan. The Planning Council Chairs will sign on off on letter of support as well as the Project Director and submit to ODH.
- b.** *Clinical Quality Management committee* - had its kick off meeting on June 6th. The National Quality Center Director joined in the facilitation of the first meeting and will continue to work with the CQM. Planning Council has a designated liaison on the committee. The Grantee is working with sub-recipients to identify a baseline for viral load suppression as well as working with support service providers. The upcoming meeting will be scheduled soon in accordance with the results of the recent survey monkey sent to committee members in September or October. The Grantee continues to work with the National Quality Center.
- c.** *FY15 items* – All federal reports for the FY15 grant have been submitted to include the Annual progress reports, final allocations table, FFR (Federal Financial report) and the FY15 Carryover request for FY16 (\$140,222.00).
- d.** *FY16 items* – FY16 Program terms report has been submitted.

Expenditure Report FY16 – Comments period on the format of the expenditure report is now closed. There are a few service categories that have been identified by sub-recipients as needing additional funding. They are HIPSCA, MCM and OAMC for core and Legal Service for support. The Grantee is conducting budget meetings at the end of August with providers to identify needs. In addition, the Grantee informed the committee that they have a list of oral health exceptions on file that are waiting additional funding.

Note the expenditure split is 80.17% Core and 19.83% Support. Total expenditures is 23.91% spending is based on four months. At this stage in the grant year, service expenditures should be at 34% with a 2.5 variance.

On the Expenditure report, Green = underutilization; White = on target; Red = Over utilization.

The FY16 grant award \$4,539,408.00, this is a \$65,172.00 increase from the FY15 award. Anticipated carryover of \$140,222.00 should arrive around October or November of 2016. The Planning Council voted to allocate these funds for oral health services.

Medicaid report

Marlene Robinson Statler - Successful transition, 217,900 cases in portal, pending 3,462
Christy Nicholls – major changes effective Aug 1st, those eligible for SSI are automatically eligible for Medicaid immediately.

General population resource increased from \$1500 to \$2000, couples from \$2500 to \$3000.

Cuyahoga Regional HIV Health Services Planning Council

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

Kimberlin Dennis, Co-Chairs



Spend down no longer exists –this is a big change, no redetermination until 2017.

Long term Medicaid – in home waiver or nursing facility (contact Jackie Ward).

Planning Council Business

- a. PSRA Results** – Sharron Harris presented the PSRA final decisions (projected for all to view). She pointed out both the waiver allocation plan as well as Reviewed the allocation plan without the waiver request and noted both allocation decisions were based on a grant request of \$5 Million.
 - i. The question was posed as to whether there is there a cap on percentage of dollars that can be allocated to support. The response was no, but the Grantee conducted research and found that prior applications for waivers that were approved, has been around 27% or less. The waiver justification will be mainly based on the need for Part A funds to pays for FTE to assist clients with housing needs, which frees up more HOPWA dollars for direct housing).
 - ii. *2017 Directives* were reviewed, projected and emailed to all members.
 - iii. Discussed the feedback form and the need to have members and non -members complete them. They will be attached to the PC agenda and minutes going forward.
 - iv. *PSRA Feedback* - Sharron Harris reviewed the feedback from the PSRA meeting and the importance of attending and completing the feedback form. Some of the feedback recommendations were, S&F needs to work on better explaining the PSRA process; determine how to better present the data and use larger font sizes on handouts.

- b. AEAM Results** - Legislative Responsibility of PC, assess how efficient funds are allocated to the TGA (Transitional Grant Area). The 5 questions were reviewed; these are the same questions over the last couple of years. Sharron Harris, Planning Council Technical Support, shared the responses to the questions with all members. There has been no disruption of services to clients. The reallocations were carried out in a timely manner with full participation from the Planning Council. Funds were allocated in accordance with the Planning Council’s PSRA decisions. AEAM Summary indicated that continuity of service delivery continues without disruption. The Planning Council will continue to seek ways to improve the efficiency of its administrative mechanism.

Committee Reports

- a. Community Liaison Committee** - Naimah O’Neal
 - Bring awareness to PC, in the community, bring new consumers to the table
 - Plan community forums
 - November 10th, community forum, location is Recovery Resource, 4:30-6:30

Cuyahoga Regional HIV Health Services Planning Council

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

Kimberlin Dennis, Co-Chairs



- Targeted audience for community forum: youth, MSM and transgender
- Mini community Forums – couple of members will attend and share information regarding Ryan White & Planning Council.
- b. *Strategy & Finance* - Darryl Fore
Deflect to PSRA and AEAM from Sharron
- c. *Membership, Retention & Marketing* – Brenda Glass and Chris Ritter
The committee met August 10th, to make sure PC is reflective of the HIV epidemic in the Cleveland TG. The Planning Council needs 9 additional members. The committee will hold a special open enrollment beginning in September and will close in January. The regular enrollment is schedule to begin in January annually.
The committee agreed to establish an Ambassador Program to greet new members and guest at every meeting.
Brenda announced that the Mentorship program is seeking volunteers by the September meeting or members will be assigned as Mentors to new applicants for appointment. Contact Chris by end of August is you wish to volunteer.
A Motion was made by Max Rodas to establish a special enrollment period beginning September 2016 to January 2017: Seconded: Naimah
Vote: In Favor: 14 Oppose: 0 Abstain: 0
The committee is accepting application for the open enrollment beginning in September.
The committee will hold a new member orientation in October in lieu of the MRM meeting. New nominees with pending applications will be expected to take the online training prior to orientation.
- d. *Quality* – Kimberlin Dennis
The QI committee is considering for the Needs Assessment to target housing and mental health, PCAT and work plan, parking lot 3 items:
 - a. Kate Burnett-Bruckman presentation of sex-at-birth vs. current gender (transgender two-step question) demographic data
 - b. Review QI portion of Grant Guidance
 - c. Assign “buddy” and provide QI committee specific orientation

Planning Council Training

AEAM presentation

Other Business

None

Public Comments

Naimah raised the question: OAC meeting Oct. 19th, can the PC meeting be moved?
Safe on the Scene; September 1, 2016 4:00 – 5:30 at Recovery Resources on Chester Ave.
Consumer Focus Group; Recovery Resources August 25, 2016 at 12:00 pm – 1:30 pm

Cuyahoga Regional HIV Health Services Planning Council

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

Kimberlin Dennis, Co-Chairs



Announcements

Hand in feedback form

Adjournment

Motion: Naimah O’Neal Seconded: Desi Johnson

Planning Council Committee															
5:30 - 7:00pm															
Quorum = 11 2016/17															
PC Council Member	Term	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	# of Abs.	
1 Kimberlin Dennis	8/13 - 8/16	Y	Y	Y	Y		Y							0	
2 Terry Allan	7/15 - 7/18	N/A	N/A	N/A	N/A		Y							0	
3 Merle Gordon		N/A	N/A	N/A	N/A		N							1	
4 Susan Dicocco	8/13 - 8/16	Y	Y	Y	N		N							2	
5 Clinton Droster	7/15 - 7/18	N	N	Y	N		N							4	
6 Melissa Federman	8/13 - 8/16	Y	Y	N	N	P	Y							2	
7 Darryl Fore	7/15 - 7/18	N	Y	N	Y	S	Y							2	
8 Brenda Glass	7/15 - 7/18	N	Y	Y	Y	R	Y							1	
9 Barbara Gripshover, MD	3/14 - 3/17	N	Y	Y	Y	A	Y							1	
10 Desi Johnson	7/15 - 7/18	N	Y	Y	N		Y							2	
11 Bryan Jones	8/13 - 8/16	N	Y	N	N		N							4	
12 Tammie Jones	7/15 - 7/18	Y	Y	Y	Y		Y							0	
13 Tina Marbury	7/15 - 7/18	Y	Y	Y	N		Y							1	
14 Jason McMinn	7/15 - 7/18	Y	Y	Y	Y		N							1	
15 Naimah O’Neal	3/14 - 3/17	N	N	N	Y		Y							3	
16 Chris Ritter	7/15 - 7/18	N	Y	N	Y		Y							2	
17 Marlene Robinson-Statler	3/14 - 3/17	N	N	N	N		Y							4	
18 Max Rodas	3/14 - 3/17	Y	Y	Y	Y		Y							0	
19 James Stevenson	8/13 - 8/16	N	Y	Y	Y		Y							1	
20 Leshia Yarbrough- Franklin	8/13 - 8/16	N	Y	Y	Y		Y							1	
as of 8/17/16		7	16	13	12		15								

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

Guest: Kim Rodas, Chris Krueger, Doug Vest, Christy Nicholls, Tracy Johnson, Tom O’Donnell