

Cuyahoga Regional HIV / AIDS Health Services Planning Council

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

Daryl Fore, Max Rodas – Co Chairs



Strategy and Finance Committee

Minutes

Wednesday, August 10, 2016

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland OH 44102

Start: 1:14 End: 3:30 Co-chair: Darryl Fore

Moment of Silence

Welcome and Introductions

Approval of Agenda, August 10, 2016

Motion: Clinton Droster Seconded: Kimberlin

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

Approval of the Minutes, June 8, 2016

Motion: Clinton Droster Seconded: Desi Johnson

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

Grantee Report

a. FY2016 - Utilization Update

- The Expenditure report was reviewed by Melissa Rodrigo
HIPSCA, OAMC and MCM may need more funding as well as Legal
- The split is 80.17% Core and 19.83% Support. A questions was asked by Darryl Fore as to whether it is a concern that the core service spending is currently above 75% in the report? The Grantee replied that it can be over 75%, just never under.
- The FY16 grant award is \$4,539,408.00. It's in increase from 2015 of \$65,172.00.
- The carryover of \$140,222.00, allocated for Oral health should arrive around November.

b. Administrative Update

- i. The Ad Hoc Integrated Plan committee continues to provide feedback. The Planning Council co-chair needs to sign the letter of concurrence on behalf of the Planning Council.
- ii. June 6, 2016 was the Clinical Quality Management meeting. The National Quality Center Director joined the meeting and will continue to work with them. Planning Council has a designated liaison on the committee. The next meeting is to be scheduled.
- iii. All 2015 reports have been submitted;
 - 1) Annual progress report,
 - 2) Federal Financial report and the carryover request of \$140,222.00.

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- iv. Claire Boettler gave an update regarding the status of the pending Planning Council applications. She stated that progress is being made and it should be around September 20th that they are voted on.
- v. Claire Boettler will email the Planning Council's operating budget to all the co-chairs who can then share it with their committee.

New/Old Business

a. Training for S & F Members

- i. Conducting the AEAM (Goals & Objectives) - Sharron Harris reviewed the power point presentation, which is the result of Assessment of the Efficiency of the Administrative Mechanism (AEAM). She will email the AEAM Results Powerpoint to members, also it will be posted to the website. It was agreed that the AEAM is improving and that the Grantee works effectively with providers to get the Part A funding distributed efficiently. However, HRSA's delay in getting the full grant to the Grantee impacts the efficiency of the process.

Sharron reminds the members that they should be following the expenditure report that the grantee provides monthly to get a better idea of spending trends.

b. Vote on the results of finding from Conducting the AEAM.

Motion to approve the report of the AEAM as presented: Desi Johnson

Seconded: Kimberlin Dennis

VOTE: In Favor: 6 Oppose: 0 Abstain: 0

Motion passes

c. Review Expenditures by Service Category – reviewed in Grantee Report

d. Reorganize the PSRA Process

- i. Results & Feedback from 2017 PSRA Activity. Sharron Harris will present and will email by P C meeting date the results of the PSRA feedback.

e. Review of Committee work products – unable to discuss due to time limits.

Parking Lot

The following Agenda items were placed into the parking lot due to time limitations:

D = Reorganize PSRA Process – Sharron will present PSRA feedback at next week's meetings:

E = Review of Committee Work products -

Next Steps

Sharron – AEAM for next month. September - fine tune PSRA process

Announcements

Claire Boettler announced that Kristina Knight has resigned as co- chair, Cleveland co- chair has been confirmed, Merle Gordon, and considering what planning council has gone through with

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the turnover of co-chairs, Terry Allen has been approached about filling the co-chair position. Terry will serve as co-chair, filling Kristina Knight’s position for the next 2 years. County Council has expedited the hearing process and Terry is the new co-chair for Planning Council.

Adjournment

Motion: Clinton Droster Seconded: Desi Johnson

Vote: In Favor: All

Strategy & Finance Committee																
1:00 - 2:30pm																
Quorum = 4 2016/17																
S & F Members		Term	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	# of Abs.	
1	Darryl Fore Co-chair	7/15 - 7/18	Y	Y	Y	Y	P	Y							0	
2	Max Rodas Co-chair	3/14 - 3/17	Y	N	Y	Y	S	Y							1	
3	Kimberlin Dennis	8/13 - 8/16	Y	Y	Y	Y	R	Y							0	
4	Desi Johnson	7/15 - 7/18	N	Y	Y	Y	A	Y							1	
5	Melissa Federman	8/13 - 8/16	Y	Y	N	N		N							3	
6	Tammie Jones	7/15 - 7/18	N	Y	N	N		N							4	
7	Clinton Droster	7/15 - 7/18	Y	Y	Y	Y		Y							0	
as of 8/10/16			5	6	5	5		5								

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

Guest: Jason McMinn, Robert Watkins, Tina Marbury