

Cuyahoga Regional HIV Health Services Planning Council

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

Darryl Fore, Max Rodas, Co-Chairs



Strategy and Finance Committee Minutes

Wednesday, September 14, 2016

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

Start: 1:15 End: 2:46 Co-chair: Darryl Fore

Moment of Silence

Welcome and Introductions

Approval of Agenda, September 14, 2016

Motion: Melissa Federman seconded: Clinton Droster

VOTE: In Favor: Unanimous Oppose: 0 Abstain: 0

Approval of the Minutes, August 10, 2016

Motion: Clinton Droster seconded: Desi Johnson

VOTE: In Favor: 4 Oppose: 0 Abstain: 2

Grantee Report

- a. FY2016 Utilization Update
1. *Grantee Report* – Melissa Rodrigo – Handouts were given
 - a. Ad Hoc Integrated Plan committee provided its final review of the State of Ohio’s Integrated Plan. The Ad-hoc committee had no additional changes for the plan all requested changes were added by ODH. Planning Council Chair will sign on off on letter as well as the Project Director and submit to ODH. The next ODH Integrated Plan steering committee will be in October of 2016.
 - b. Clinical Quality Management committee is getting ready to schedule its second meeting. The grantee continues to work with the National Quality Center. Planning Council has a designated liaison on the committee. Grantee working with sub-recipients to identify a baseline of viral load suppression as well as working with support service providers.
 - c. The Grantee is working on the FY17 grant application. We were unable to get updated CY15 incidence and prevalence data from ODH.
 - d. The grantee is coordinating in conjunction with HOPWA two training s for the non-medical case managers. Healthy Homes/Bed Bugs and Housing Equity *issues (just confirmed date November 4th.)*
 - e. The Grantee’s office attended the mandatory Ryan White conference sponsored by HRSA. There were two major take – away suggestions if we submit the core medical service waiver one day after the grant application:
 - 1) HRSA will notify us of waiver approval or denial within eight weeks of submission, before the end of calendar year 2016. With the FY 17 grant application, we may or

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may not receive notification within eight weeks. The PCN provides that we can be notified as late as the day our FY17 NOA is issued.

- 2) It will significantly relieve the pressure associated with meeting the grant application's page limit requirement.

- 2) *Expenditure Report FY16* – Grantee has concluded all budget meetings. In addition, Melissa reported that she had a list of oral health exceptions on file that are waiting additional funding. Recommendation for reallocation from Grantee was as follows:

OAMC – increase \$110,000

MCM – Increase \$79,122

EIS – decrease \$25,896

EFA – increase by \$16,019.70

Oral Health – decrease \$69,199.86 with hopes the carryover anticipated soon will fill the gap.

Mental Health – decrease by \$73,214.41

Psychosocial support – decrease by \$6,250

Substance abuse – outpatient – decrease by \$70,856.12

Substance abuse – residential – decrease by \$12,829.31

Outreach services - decrease by \$26,896

HIPCSA – increase by \$80,000

Please note the split is 77.04% Core and 22.96% Support, total expenditures is 34.51% spending is based on five months should categories be at 41% with a 2.5 variance. In FY15 we were at 33.03% of expenditures to equal \$1,256,138.19

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. These funds are allocated for oral health services.

Melissa Rodrigo asked for discussion or questions:

1. The question was asked, would Part B give any money towards HIPSCA? Response: No money coming, we will look at figures and then give a heads up at a later date.
2. Are reallocations concerning FTE? Melissa explained the service needs, FTE, overfunded, vacancy, etc.
3. EFA, Jason McMinn gave an example of how he uses EFA and expressed concern that current spending utilization in the EFA service category was very low and suggested it might be best to move some of the current EFA allocation proposed into Legal services, leave a small amount remaining and revisit EFA later when utilization improves.
4. Melissa Federman suggested that they move the amount of \$16,019.70 into legal and revisit EFA in November.
5. Darryl Fore agrees to move dollars into Legal and revisit EFA.

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6. A discussion took place, and the following resolution was proposed:

Melissa Federman made a recommendation for leaving \$2,000.00 in EFA, and the \$14,019.70 balance be put into Legal Services.

Motion - Darryl Fore made the motion to approve the reallocation as recommended by the Grantee with the changes that would leave \$2,000 in EFA with the remaining balance of \$14,-019 put into Legal Services.

Clinton Droster seconded

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

Motion passed

**Melissa Federman suggested that the council write a billing directive to ensure providers invoice timely, so council can get more accurate utilization spending.

New/Old Business

a. Training for S & F Members

*Members are asked for suggestions as to what capacity building training the committee may want, or discuss PSRA for next year.

PSRA organization needs to be made by committee members, understanding directives- study other TGA's – Jason McMinn would like to see this. Claire Boettler states that directives would not be apples to apples d/t the number of Service categories Council has. Melissa Rodrigo made a suggestion to look at Columbus and the state of Ohio.

Darryl Fore suggested that a good training would be, understanding the grantee report, this would be helpful. PSRA should be a PC training not just S&F. S&F would be the lead. S&F meetings are open to all who would like to attend.

Look at Service category funding for the amount of categories PC has. Look closer at Needs Assessment, is there a genuine need for all the categories?? What is the landscape with Medicaid, and what is covered by Medicaid?

b. Review Expenditures by Service Category – done in grantee report

c. Conduct a progress review on Committee work products - Sharron Harris asked members to review the work plan and advise of any changes or if they are on schedule.

Next Steps: Nothing offered.

Announcements

HIV workshop

Oct 22th Murtis Taylor, memorial service, Brunch \$20 for Jackie Hatten

\$1 million in grants for dual diagnosed, young AA,

**Joint planning on state, discuss adjusting committee dates to accommodate these meetings

Adjournment

Motion: Melissa Federman Seconded: Desi Johnson

Favor: All



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	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	Y						0
2	Max Rodas Co-chair	3/14 - 3/17	Y	N	Y	Y	S	Y	N						2
3	Kimberlin Dennis	8/13 - 8/16	Y	Y	Y	Y	R	Y	N						1
4	Desi Johnson	7/15 - 7/18	N	Y	Y	Y	A	Y	Y						1
5	Melissa Federman	8/13 - 8/16	Y	Y	N	N		N	Y						3
6	Tammie Jones	7/15 - 7/18	N	Y	N	N		N	Y						4
7	Clinton Droster	7/15 - 7/18	Y	Y	Y	Y		Y	Y						0
	as of 9/14/16		5	6	5	5		5	5						

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

Guest: Tina Marbury, Jason McMinn