

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, November 9, 2016

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

Start: 1:10 End: 2:35 Co-chair: Max Rodas

Moment of Silence

Welcome and Introductions

Approval of Agenda, November 9, 2016

Motion: Desi Johnson Seconded: Clinton Droster Favor: All Oppose: 0 Abstain: 0

Approval of the Minutes, September 14, 2016

Motion: Desi Johnson Seconded: Clinton Droster Favor: 3 Oppose: 0 Abstain: 1

Grantee Report

a. Administrative Update

The State Integrated Plan Committee will be continuing in 2017. Melissa requested PC to identify a committee to address ongoing local actions/progress of the plan. The recommendation of the grantee for PC and local Prevention is to have 2 joint meetings a year.

Clinical Quality Management committee conducted its second meeting on October 24th. The focus was the new National Quality Center's disparities tool. Clinical Quality Management committee members will be using the calculator to review their own data in the coming months.

October 24th we conducted ours by having our semi-annual Early Intervention of Individuals with HIV/AIDS (EIIHA) in conjunction with local health departments and prevention service providers.

The Grantee will be releasing the direct service RFP on November 10th with a due date of December 19th.

The grantee is coordinated in conjunction with HOPWA, the first of two training will be on November 4th regarding Healthy Homes/Bed Bugs. The 2nd training will be scheduled in the coming months on Housing Equity issues.

Housing Focused Needs Assessment quotes were received and reviewed with a recommendation provided back to Melissa. She plans on starting negotiations tomorrow Nov. 10th).

ODH is proceeding with a needs assessment for next year. Local involvement will be with the PC QI committee.

All 9 contract amendments were approved at the CCBH October board meeting. Providers are working on updated budgets and identify funding gaps and surpluses.

b. Expenditure Report FY16 – See handout

Please note the split is 76.76% Core and 23.24% Support total expenditures is 49.18%, spending is based on six months. Categories red are HIPSCA, Foodbank and legal services

Green = underutilization, White = on target, Red = Over utilization

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New/Old Business

- a. Identify Training opportunities for S & F Members
Focus on schedule for preparing for Priority Setting, It was recommended to start in the fall planning for the upcoming PSRA. Members were encouraged to look at other jurisdictions for ideas. Committee needs to guide Sharron Harris as to what direction they want to go in. By January the committee should have their activities in place. Need to think about Directives, there could be cost implications. AEAM could be a point to focus on. January needs to be for finalizing the schedule for the PSRA Process. Last year was discussion on service definitions from the grantee. Need to understand the services in order to carry out the PSRA process successfully. Claire suggests looking at other TGA's for better ideas of how the service categories are spread out. Should the committee continue to fund all the categories, it needs to be looked into. Have the State do presentation as to what services they fund. Leverage other funding sources, (council got a list from the grantee as to what other funding sources are available). HIPSCA done by the state, possibly not needed if going to 500%, committee should ask state for guidance on this category. Review each service category, this needs to be done in this committee.
Sharron asked the committee to give her a topic for training to prepare for the next meeting.
- b. Assist with Planning Council re-allocations strategy/process
Possibly a small reallocation in January
Medical transportation – possible dollars left over, possible internal dollars (\$10,000.00 total)
Members were reminded that the grantee through the bylaws to allow the grantee to reallocate and report to the council the following month.
- c. Review and approve Carry Over request?
Grantee will have for PC meeting. 5% is max allowed to apply for carry over (\$2,883,698.00)
5% of award carried over for Oral Health. Oral health expenditures were reviewed.
\$144,184.00 – Max carry over for March 1, 2017 through February 2018 grant year.
Motion: Desi Johnson Seconded: Clinton Droster Favor: 4 Oppose: 0 Abstain: 0
Passed
Revote
Motion: Desi Johnson Seconded: Clinton Droster Favor: All Oppose: 0 Abstain: 0
Passed
- d. Conduct a progress review on Committee work products
Look at work plan – what was accomplished and what needs worked on.
Service categories were reviewed - #1 completed, #2 completed, #3 completed, #4 completed, #5 completed, #6 completed, #7 completed, #8 completed. Start working on next year's work plan. #2, 6 have to take place. Sharron reviewed the S&F responsibilities with the committee. Chairs need to make sure this happens, the executive committee needs to make sure all committees are doing their work. Sharron will do a draft and email to co-chairs. Develop SOW for next year (Committee PCAT)

Next Steps

January - Begin planning for PSRA. Finalize Committee work plan.
Sharron Harris – will provide a timeline of activities, other funding sources



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Announcements

Ball Dec 3rd, Prodigy Night Club 6:00 pm – 1:00 am
 Nov 18th Health Fair at Recovery Resources 3950 Chester Rd
 Max Rodas wants to say “Thanks for the trunk or treat’s, it was a great success!”

Adjournment

Motion: Clinton Droster Seconded: Desi Johnson

Strategy & Finance Committee		2016/17												
1:00 - 2:30pm														
Quorum = 4														
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	DF		DF				0
2 Max Rodas Co-chair	3/14 - 3/17	Y	N	Y	Y	S	Y	DF		DF				1
3 Kimberlin Dennis	8/13 - 8/16	Y	Y	Y	Y	R	Y	DF		DF				0
4 Desi Johnson	7/15 - 7/18	N	Y	Y	Y	A	Y	DF		DF				1
5 Melissa Federman	8/13 - 8/16	Y	Y	N	N	Y	N	DF		DF				3
6 Tammie Jones	7/15 - 7/18	N	Y	N	N	Y	N	DF		DF				4
7 Clinton Droster	7/15 - 7/18	Y	Y	Y	Y		Y	DF		DF				0
as of 8/10/16		5	6	5	5		5	S	X	M				

Staff: Sharron Harris, Pam Ditlevson, Claire Boettler, Melissa Rodrigo
 Guest: Tins Marbury, Al Taege