

# Cuyahoga Regional HIV Health Services Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties  
Kimberlin Dennis, Merle Gordon, Terry Allan Co-Chairs



## **Planning Council Minutes**

Wednesday, January 18, 2017

5:30 pm to 7:00 pm

St. Augustine Health/Ursuline Piazza Campus  
7801 Detroit Avenue, Cleveland, OH 44102

Start: 5:40      End: 6:55      Co-chair: Kimberlin Dennis

Moment of Silence

Welcome and Introductions

Public Comment Opportunity

None

### **Approval of Agenda, January 18, 2017**

Motion: Chris Ritter      Seconded: Naimah O'Neal

**VOTE:** In Favor: All      Oppose: 0      Abstain: 0      *Motion passes*

### **Approval of the Minutes, November 16, 2016**

Motion: Chris Ritter      Seconded: Brenda Glass

**VOTE:** In Favor: 13      Oppose: 0      Abstain: 3      *Motion passes*

### **Ryan White Part B Update** Susan DiCocco

3 updates:

Steering meeting Friday at 10 am in Columbus

OHDAP testing formulary (see handout)

500% FPL, Ohio revised code, advisory meeting this Friday.

### **Grantee Report** - Melissa Rodrigo

#### *a. Administrative Update*

- a. State Integrated Plan Committee continuing to in 2017. PC is requested to identify a committee to address ongoing local actions/progress of the plan. Recommendation of the grantee for PC and local Prevention to have 2 joint meetings a year.
- b. Clinical Quality Management committee continues to meet, upcoming meeting is February 13<sup>th</sup> reviewing the National Quality Center's disparity's tool.
- c. RFP review will be January 27<sup>th</sup> for the FY17 grant year with an option to extend (2) additional years.
- d. Housing Focused Needs Assessment work is ongoing working with the PC Quality committee.
- e. ODH proceeding with a needs assessment for next year. Local involvement will be with the PC QI committee draft documents were provided to the co-chair and facilitator.
- f. The Estimated Unobligated Carryover was submitted to HRSA.
- g. Core Medical Waiver application for FY17 services was submitted to HRSA. Thank you Claire Boettler for putting it together since the RW team is short staffed.
- h. Grantee will be submitting a request for FY17 estimate of funding. The FY17 grant year is expected to be distributed in multiple awards from HRSA.
- i. Initial award will consist of 70% of formula and 40% of the MAI award with a date of initial award of around mid-February.

## Cuyahoga Regional HIV Health Services Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties  
Kimberlin Dennis, Merle Gordon, Terry Allan Co-Chairs



### *b. FY2016 Utilization Update*

Please note the split is 77.95% Core and 22.05% Support. The total expenditure is 68.09%. This number is based on spending is based on nine months equally 75% percent of the award with a 2.5 variance. In FY15 we were at 64 % of expenditures. No service categories in red since reallocation. Green = underutilization, White = on target, Red = Over utilization. The Grantee is requesting a vote for Reallocation concurrence.

### **Medicaid Update** - Christy Nicholls

Medicaid has 6400 applications pending, new applicants  
Cuyahoga has caseworkers, call county of residence, go onto portal and register.  
What to do if Medicaid is dropped; they should receive a letter, or they can contact their caseworker or call family service line.

### **Planning Council Training**

- a. Review the Planning Council Member Binder  
Sharron Harris reviewed the Planning Council binder that each member has received. She reviewed each tab, encouraged members to use for reference.
- b. Review the Planning Council Website content  
Sharron Harris stressed the importance of using the website. All information needed is located there; monthly minutes, the meeting schedule for the year, etc.  
Melissa Rodrigo reviewed the administrative portion of website. She reviewed in great detail the various sections; providers, services, and definitions to name a few.  
Service definition is a good resource to have. It cannot be stressed enough to get in a habit of referencing the website.

### **Committee Reports**

- a. **Community Liaison Committee – Naimah O’Neal**  
Good first meeting and good projects. Will create educational info, 2 community forums, build a capacity building training, will do outreach, and review compliance. Committee will finalize their work plan in February. Reviewed the results from the community forum (projected), this information could be used to help with the needs assessment.
- b. **Strategy & Finance – Max Rodas**  
Motion for reallocation as presented  
Chris Ritter motioned to approve the Reallocation as presented. Seconded by Robert Watkins  
**VOTE:** In Favor: 18                      Oppose: 0      Abstain: 0                      *Motion passed*
- c. **Membership, Retention & Marketing - Chris Ritter**  
Chris discussed the work plan for 2017/18 (projected on screen). He added an item from the integrated plan. Brenda will be the contact.
- d. **Quality – Sharron Harris gave report for Jason McMinn**  
Work plan is not complete, but reviewed. They will add the Integrated Plan and State Needs Assessment. The members will vote on their work plan in February. The committee reviewed #4 of the Core Performance Measures. Community Solutions is the contractor to conduct the focused needs assessment. They developed a survey, paper and online version in survey monkey that Jason will email to members. The deadline to complete the survey is Feb 10<sup>th</sup>.



## Cuyahoga Regional HIV Health Services Planning Council

*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties*  
**Kimberlin Dennis, Merle Gordon, Terry Allan Co-Chairs**

### Planning Council Business

#### Other Business

Everyone was asked to complete the COMMITTEE SELECTION FORM and return to Pam

#### Public Comments

None

#### Announcements

None

#### Adjournment

Motion: Naimah O'Neal    Seconded: Chris Ritter

2016 / 17 PC : Committee of Record , Attendance and Quorum													Members Please Initial	
<b>Planning Council Committee</b> 5:30 - 7:00pm Quorum = 14      2016/17													Thank you	
PC Council Member	Term	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	
1 Kimberlin Dennis	8/13 - 8/16	Y	Y	Y	Y		Y	Y	Y	Y				
2 Terry Allan	7/15 - 7/18	N/A	N/A	N/A	N/A		Y	N	N	Y				
3 Merle Gordon	9/16 - 9/19	N/A	N/A	N/A	N/A		N	N	N	N				
4 Susan Dicocco	8/13 - 8/16	Y	Y	Y	N		N	Y	Y	N				
5 Clinton Droster	7/15 - 7/18	N	N	Y	N		N	N	N	N				
6 Melissa Federman	8/13 - 8/16	Y	Y	N	N	P	Y	N	Y	N				
7 Darryl Fore	7/15 - 7/18	N	Y	N	Y	S	Y	Y	N	Y				
8 Brenda Glass	7/15 - 7/18	N	Y	Y	Y	R	Y	Y	Y	Y				
9 Barbara Gripshover, MD	3/14 - 3/17	N	Y	Y	Y	A	Y	Y	Y	Y				
10 Desi Johnson	7/15 - 7/18	N	Y	Y	N		Y	Y	N	N				
11 Tracy Johnson	9/16 - 9/19							N	N	N				
12 Bryan Jones	8/13 - 8/16	N	Y	N	N		N	Y	N	Y				
13 Tammie Jones	7/15 - 7/18	Y	Y	Y	Y		Y	N	Y	Y				
14 Chris Krueger	9/16 - 9/19							Y	N	N				
15 LeAnder Lovett	9/16 - 9/19							N	N	N				
16 Tina Marbury	7/15 - 7/18	Y	Y	Y	N		Y	Y	N	Y				
17 Jason McMinn	7/15 - 7/18	Y	Y	Y	Y		N	Y	Y	Y				
18 Naimah O'Neal	3/14 - 3/17	N	N	N	Y		Y	Y	N	Y				
19 Chris Ritter	7/15 - 7/18	N	Y	N	Y		Y	N	N	Y				
20 Marlene Robinson-Statler	3/14 - 3/17	N	N	N	N		Y	Y	N	Y				
21 Max Rodas	3/14 - 3/17	Y	Y	Y	Y		Y	Y	Y	Y				
22 Maurice Smith	9/16 - 9/19							Y	Y	Y				
23 James Stevenson	8/13 - 8/16	N	Y	Y	Y		Y	Y	Y	N				
24 Alan Taege, MD	9/16 - 9/19							N	N	N				
25 Robert Watkins	9/16 - 9/19							Y	N	Y				
26 Leshia Yarbrough- Franklin	8/13 - 8/16	N	Y	Y	Y		Y	Y	Y	Y				
as of 1/9/17		7	16	13	12		15	17	11	16				

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

Guest: Tom O'Donnell, Kim Rodas, Jeffrey Mazo, Christy Nicholls, Doug Vest, Vino Sundaro