

Cuyahoga Regional HIV Health Services Planning Council

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

Kimberlin Dennis, Merle Gordon, Terry Allan Co-Chairs



Executive Committee

Wednesday, May 17, 2017

4: 00 pm to 5:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland OH 44102

Start: 4:15 End: 5:25 Co-chair: Terry Allan

Moment of Silence

Welcome and Introductions

Approval of Agenda, May 17, 2017

Motion: Maurice Smith Seconded: Naimah O'Neal

VOTE: In Favor: All Oppose: 0 Abstain: 0;

Motion passes

Approval of the Minutes, April 19, 2017

Motion: Naimah O'Neal Seconded: James Stevenson

VOTE: In Favor: All Oppose: 0 Abstain: 0

Motion passes

Approval of Planning Council Agenda, May 17, 2017

Motion: Jason McMinn Seconded: Naimah O'Neal

VOTE: In Favor: All Oppose: 0 Abstain: 0

Motion passes

Grantee Report – Melissa Rodrigo, Handout distributed

- a. State Integrated Plan Committee continues to work on the goals in 2017. Some goals are meeting other are just getting started. Jason McMinn is PC lead for the Integrated Plan. PC lead Jason was cc'd on the email to the state. Federal feedback should be provided soon in relation to the plan.
- b. Clinical Quality Management committee continues to meet with the efforts focusing on disparities in viral suppression. CQM committee met on May 15th 2017. Grantee is conducting TA with providers to bring some sub-recipients up to speed that have new staff.
- c. Early Identification of Individuals with HIV/AIDS (EIIHA) meeting is scheduled for May 22nd in conjunction with the prevention grantees within the TGA. Going to start reviewing the goals pertaining to Integrated plan that overlap with EIIHA.
- d. Grantee team working on closing out FY16 and completing required reports as well as preparing for FY17 start up. Grantee conducted three meetings since the start of the grant year Annual Provider training, Provider summary briefing which meets the PC Directive, and Legal training.
- e. Housing Focused Needs Assessment work is complete Part A and HOPWA need to add funding categories.
- f. ODH proceeding with a comprehensive needs assessment for next year. Local involvement will be with the PC QI committee draft documents were provided to the co-chair and facilitator.
- g. Categories that are going to need additional funding are HIPSCA, Medical Transportation, and Substance Abuse Residential. Legal has requested additional funding for a paralegal. PC will

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need to monitor Oral Health spending due to a smaller carryover amount. The Grantee does not anticipate approving any exceptions for Dental needs at this point.

- h. The partial award consists of 70% of formula and 40% of the MAI award. The total dollar amount is 2,163,079.00. Must hold PC % for core and support hold harmless at the approved 72.42% core and 27.58% support. Please note the split is 82.41% Core and 17.59% Support based on current invoices. The total expenditure is 16.97%. This number is based on spending is based on 8.33 plus a 2.5 variance and we currently at 16.97.

*Grantee does not have any outstanding requests for data from Planning Council.

Planning Council Business

- a. Provide monthly progress update from HRSA Project Officer – no meetings for several months now. We received notice of a call scheduled for Thursday, May 25, 2017 at 3:15pm
- b. Planning Council follow-up Strategy to HRSA Webinar
Sharron Harris reviewed the webinar follow up. The slide will be distributed to the Executive Committee.

Committee Reports

- a. *Community Liaison Committee* – the committee continued planning for the June 22, 2017 Consumer Forum. The location will be at Signature Health in Ashtabula. The committee also agreed on the agenda and reviewed questions to solicit feedback from consumers.
- b. *Strategy & Finance* – the committee continued planning for the July 12 and July 19 PSRA. The committee was reminded that they received the following data presentations so far this year:
 1. March 8th in the S&F meeting, *Part B services funded in the Cleveland TGA*.
 2. April 19, Utilization presentation for the Grantee; and
 3. May 17th will receive an *Epidemiology* update at PC meeting.

The time and activity scheduled for July 12 (12-4pm) will be the data presentations; service priority rankings and deciding on Directives. On July 19 (1-4pm) will be the resource allocation). May 24th from 1pm-2pm is the next PSRA work group call, Sharron will send a reminder and the agenda topics.

- c. *Membership, Retention & Marketing* - Met last week, they are closer to the policy for absences being complete. A discussion on the operating procedures for how violations of attendance policy and letters of notification will be handled took place. **there are a few members that have numerous absences and are on the verge of being notified of potential removal from Planning Council. Additional decisions/discussions included:
 1. Assigning points for attendance at PSRA.
 2. A Quorum is number of primary members per committee, plus any appointed member in attendance at the meeting.
 3. The mentor program was started to help welcome new members.
 4. Suggestion to maybe have a meet and greet to make atmosphere more welcoming. Kimberlin reminder the committee that the HRSA Consultant “Jan Carl Parks” suggested; doing an icebreaker session at the start of the meeting.
 5. Need to provide a bus card for those attending the community forums. The Grantee offered to help get the word out and help with attendance at the forum.



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- d. *Quality* - Met today, Jason presented the Statewide Integrated Plan (8 goals), many updates were not available. He will keep the committee updated. Wrapped up with needs assessment – housing, will be released by the end of the month.
 Kate Burnett-Bruckman presented the second part of the Treatment Cascade. Jason stated that Kate does a fantastic job pointing out the greatest needs.
 Melissa Rodrigo presented the Quality Management Plan, looking at Viral Load suppression.

Other Business - None

Announcements - National Prayer Walk, get information from Bryan Jones

Adjournment

Motion: Naimah O’Neal Seconded: James Stevenson

VOTE: Unanimous

	Executive Committee	Mar	Apr	May
1	Kimberlin Dennis	Y	Y	Y
2	Terry Allan	Y	Y	Y
3	Merle Gordon	Y	Y	Y
4	Darryl Fore	N	N	N
5	Brenda Glass	Y	Y	N
6	Jason McMinn	Y	Y	Y
7	Maurice Smith			Y
8	Naimah O'Neal	Y	Y	Y
9	James Stevenson	Y	Y	Y
10	Chris Ritter	Y	N	N
11	Max Rodas	Y	Y	N
	In Attendance	9	8	7

Staff: Sharron Harris, Pam Ditlevson, Melissa Rodrigo

Guest: Robert Watkins