

# **Cuyahoga Regional HIV Health Services Planning Council**

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

**Max Rodas, Clinton Droster - Co-Chairs**



## **Strategy and Finance Committee**

Minutes

Wednesday, June 13, 2018

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

**Start: 1:10**

**End: 2:57**

**Co-chair: Max Rodas**

**Moment of Silence**

**Welcome and Introductions**

**Approval of Agenda, June 13, 2018**

Motion: Tammie Jones    Seconded: Kimberlin Dennis

In Favor: 4    Oppose: 0    Abstain: 1

**\*\*Make change to the agenda, add Clinton Droster as the committee co-chair**

**Approval of the Minute's, May 9, 2018**

Motion: Naimah O'Neal    Seconded: Clinton Droster

In Favor: 3    Oppose: 0    Abstain: 2

### **Grantee Report – Melissa Rodrigo**

- a. ODH is reorganizing goals in State Integrated Plan. Grouping prevention initiatives into one goal. ODH is going to release quarterly newsletters with ongoing updates. Grantee sent out presentation to PC management and QI chairs.
- b. Clinical Quality Management committee continues to meet with the efforts focusing on disparities in viral suppression. Revised AIM statements were submitted and data was submitted. The last meeting in conjunction with the CQII was held on March 19<sup>th</sup> at the Cuyahoga County - Warrensville Heights library. The CQM projects are expanding from viral load suppression to include retention in care project as well. This should address our data gaps on our continuum of care. Introduced the PC QI Directives to the committee. Next meeting is June 18<sup>th</sup> going to be held virtually in conjunction with CQII.
- c. EIHA planning meeting was conducted in conjunction with Prevention partners in May 21<sup>st</sup> the location is the Independence library. ODH Prevention presented on upcoming changes to testing as well as PrEP.
- d. Grantee team received a partial award for FY2018 grant year in the amount of \$984,524.00. A second partial award arrived on March 15<sup>th</sup> for a total partial award of \$2,140,230.00. The final award was received May 23<sup>rd</sup> totaling \$4,729,016.00. This is an increase from last year by \$52,310. Contracts are in various stages depending on provider requests.
- e. ODH proceeding with a needs assessment for next year. OU put together a very experience team to conduct the assessment. A presentation was presented to the PC QI committee in January 2018. OU is finalizing dates and locations for the groups with PC and outlying service providers. Vino continues to support efforts.
- f. FY17 closeout is occurring. The program reports have been submitted.

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g. FY2018 requests for funding were received. Budget negotiation meetings have taken place.

There have been various contracts and addendums processed.

h. Grantee conducted annual provider training March 28<sup>th</sup> and the Annual Showcase of services was held April 11<sup>th</sup>. FTE's funded in the service categories of MCM, EIS, Non-Medical and Outreach are required to attend.

2) FY2019 grant application has been released.

3) The FY2018 grant is processing invoices. Current split is 79.44% Core and 20.56% Support.

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

Fiscal Year 2018 – Partial Award Recommended Reallocations from the Grantee – (proposed changes), the spread sheet is incorrect in some areas. Melissa will correct it.

1. Reduce Outreach by (22,104)

2. Non-Medical Case Management, recommend a reduction of (44,386.00)

3. EIS, recommend an increase of \$7,637.00

4. OAHS recommend an increase \$45,868.00

5. Medical Case Management, recommend an increase of \$15,001.00

6. Emergency Financial Assistance, recommend reduction by (2,019)

Melissa Rodrigo stated that there are no new FTE's planned.

Tammie Jones made the motion to approve the allocation percentage column as proposed by the Grantee, Seconded: Robert Watkins

**VOTE:** In favor: 6      Oppose: 1      Abstain: 1

*Motion carried*

### **New/Old Business**

#### **a. Progress update on PSRA Process**

i. Housing Utilization Data Presentation – Tammie Jones projected and reviewed a presentation on Housing. An updated & complete presentation will be given at the full PC meeting. Tammie stated the new award is \$1,241,000.00. The amount allotted per client is \$1,000.00, however, the full amount is not always used. Tammie stated the agency turnover is still unstable.

Sharron requested data on the housing challenges: is it financial or housing stock??

Tammie will report what is utilized at full PC meeting.

#### **ii. New to Care client data Update**

Sharron discussed the projected slides showing data from FY2015 through FY2017 for:

MSM, AA MSM, MSM 45+, MSM youth, AA & Hispanic youth, AA & Hispanic Women.

Transgender is reported through HRSA.

The goal is the percentage wanted to return to care. It was suggested to use 11%. The committee did not agree on the percentage of new to care.

Sharron reviewed the actual amount plus 5% increase in funding. The committee suggested the 5% amount should reflect what would be 5% of Direct services. \*Grantee suggested: do not go over 5%

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iii. **PSRA Evaluation Feedback Questionnaire** – the committee did not finalize the feedback survey due to time limitations. \*Revise feedback form – Sharron will email to members

iv. **Motion to approve Service Priority Scoring**

Motion: Chris Ritter    Seconded: Robert Watkins

**VOTE:** In Favor: 6            Oppose: 1            Abstain: 0

*Motion carried*

CLC suggested that Psychosocial Support change from 10<sup>th</sup> position to 8<sup>th</sup> position

Motion : Robert Watkins    Seconded: Clinton Droster

**VOTE:** In Favor 6    Oppose: 1    Abstain: 0

*Motion carried*

b. **Input for Conducting the Assessment of the Efficiency of the Administrative Mechanism**

The statement is needed for the Grant application. The same questions used last year will be used again. Sharron will email to members after the grantee gives feedback.

A motion was made by Chris Ritter to take the AEAM approval to the Executive committee to vote on

Seconded: Naimah O’Neal

**VOTE:** In Favor: 7    Oppose: 0            Abstain: 0

*Motion carried*

c. **Assist with Planning Council re-allocations strategy/process**, Review Expenditures by Service Category - Completed during Grantee Report.

d. **Quarterly Progress Report for compliance with the Committee Work Plan** – Tabled due to time limits

**Next Steps** - Finalize PSRA Process (June 27<sup>th</sup> Allocation Meeting).

**Announcements** - None

**Adjournment** - Motion: Robert Watkins    Seconded: Clinton Droster

	<b>S &amp; F Members</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>
1	<b>Max Rodas Co-chair</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>20</b>
2	<b>Clinton Droster Co-chair</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
3	Melissa Federman	<b>0</b>	<b>20</b>	<b>20</b>	<b>20</b>
4	Tammie Jones	<b>20</b>	<b>20</b>	<b>0</b>	<b>20</b>
5	Chris Krueger	<b>20</b>	<b>20</b>	<b>0</b>	<b>0</b>
6	Naimah O'Neal	<b>10</b>	<b>10</b>	<b>20</b>	<b>10</b>
	<b>Total in Attendance</b>	<b>3</b>	<b>5</b>	<b>3</b>	<b>5</b>

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

**Guest:** Kimberlin Dennis, Bryan Jones, Chris Ritter, Robert Watkins, Jeannie Citerman-Kraeger