

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 Minutes

Wednesday, June 20, 2018

4: 00 pm to 5:30 pm

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

Start: 4:17 End: 5:40 Co-chair: Terry Allan

Moment of Silence

Welcome and Introductions

Approval of Agenda, June 20, 2018

Motion: Max Seconded: Clinton

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

Approval of the Minutes, May 16, 2018

Motion: Naimah Seconded: Max

VOTE: In Favor: 8 Oppose: 0 Abstain: 1

Approval of Planning Council Agenda, June 20, 2018

Motion: Jason Seconded: Naimah

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

Grantee Report – Melissa Rodrigo

Melissa stated that the 1st addition of the Newsletter was emailed and posted to the website. Terry Allan suggested that it be sent to elected officials and other county health Depts.

- 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 19th 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 18th going to be held virtually in conjunction with CQII.
- c. EIIHA planning meeting was conducted in conjunction with Prevention partners in May 21st the location is the Independence library. ODH Prevention presented on upcoming changes to testing as well as PrEP.

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- 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 15th for a total partial award of \$2,140,230.00. The final award was received May 23rd 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.
 - 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 28th and the Annual Showcase of services was held April 11th 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
- c. Part A Grant Application Score
99% grant score

A motion was made by Chris Ritter to approve FY2018 Partial Award reallocation request as proposed by the Grantee, and Seconded: Naimah O'Neal

VOTE: In Favor: 8 Oppose: 0 Abstain: 0

Motion carried

Planning Council Business

- a. **Provide Monthly Progress Update from HRSA Project Officer**
Melissa Rodrigo was on the call and shared that PC has been prepping for PSRA, the newsletter is completed and shared, and the full fiscal report was given.
- b. **AEAM**
Sharron projected and reviewed the response from the Grantee. It was suggested to research other jurisdiction for how they conduct their AEAM. Sharron will follow-up.

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***Motion to approve the AEAM**

Chris Ritter motioned to approve the AEAM as written, Clinton Droster seconded.

VOTE: In favor: 6 Oppose: 0 Abstain: 0

Motion carried

c. *Terry Allan briefly discussed the Hepatitis A outbreak*

There are a reported 91 cases in 27 County in Ohio. 60% are males, 70% have been hospitalized. It is suggested to target vaccination. They are reaching out to the homeless, jails and Circle Health syringe program.

Terry asked members for any input regarding this matter. Chris Ritter suggested putting posters in bars, restrooms and other public places.

ODH has reached out to providers for vaccination. Clinton Droster asked what the average number of days hospitalized was? Terry responded, 6.8 days.

d. *PCAT Progress Update - Table*

Committee Reports

a. **Community Liaison Committee – Naimah O’Neal**

The mini forums were a success, and the committee will create more sessions.

Criminalization was discussed and may be a topic in the mini sessions. Melissa Rodrigo asked if they feel that MCM need training regarding the criminalization law? Naimah responded that a refresher would be good. A suggestion to create “know your rights” statements and give to community was made. It was also suggested to check with ODH for educational materials. Possibly develop a packet of info for providers. Ohio Health Modernization – check for information and materials.

b. **Strategy & Finance – Clinton Droster**

i. Motion for approval: Service Priority Rankings

A motion was made by Chris Ritter and seconded by Naimah O’Neal

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

Motion carried

c. **Membership, Retention & Marketing - Chris Ritter**

The committee discussed attendance, recruitment and will schedule interviews.

The committee would like to plan a retreat In October instead of the regular meeting.

The focus would be on team building and capacity building. This would be considered a mandatory meeting taking the place of the regular PC meeting. More details to come.

i. Motion for approval: Point Allocation for PSRA attendance

A motion to approve 20 points for the PSRA meeting on June 27, 2018 was made by Chris Ritter and seconded by Clinton Droster

VOTE: In favor: 7 Oppose: 0 Abstain: 0

Motion carried

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b. Quality - Jason McMinn

The meeting was today and the committee discussed 4 service categories.

The Needs Assessment focus group dates have been set, members are encouraged to attend or recruit for them.

i. Motion for approval: 2019-2020 Directive

Motion: Jason McMinn Seconded: Chris Ritter

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

Motion carried

Other Business - None

Announcements - None

Adjournment

Motion: Naimah O'Neal Seconded: Clinton Droster

	Executive Committee	Mar	Apr	May	June
1	Kimberlin Dennis	20	20	20	20
2	Terry Allan	0	20	20	20
3	Merle Gordon	20	20	0	0
4	Naimah O'Neal	20	20	20	20
5	James Stevenson	20	20	20	20
6	Max Rodas	20	20	20	20
7	Clinton Droster		20	20	20
8	Brenda Glass	20	20	20	0
9	Chris Ritter	0	20	20	20
10	Jason McMinn	20	20	0	20
11	Robert Watkins	20	20	20	20
	Total in Attendance	8	11	9	9

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

Planning Council Guest: Ryan Duhamell, Bryan Jones, Tim Leonard, Marlene Robinson-Statler