

Cuyahoga Regional HIV Health Services Planning Council

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

Max Rodas, Robert Watkins, Co-Chairs



Strategy and Finance Committee Minutes

Wednesday, February 14, 2018

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

No Quorum

*Members in attendance discussed the possibility of moving the S&F meeting to the 3rd Wednesday, prior to the Quality Improvement meeting day. The decision to move the meeting date would require a quorum of the committee members and approval by the Executive committee.

*Melissa Federman agreed to talk with Max and possibly use 10 minutes of the Executive meeting time to conduct S&F business.

* Committee members requested that MRM revisit the committee of record policy and allow any PC member in attendance to vote.

* Sharron Harris will share the committee's concern with MRM and prepare the motion form based on MRM decision for next Wednesday to present to Executive Committee.

Start: 1:20 End: 2:50 Co-chair:

Moment of Silence

Welcome and Introductions

Approval of Agenda, February 14, 2018 – No Quorum present

Motion: Seconded:

VOTE: In Favor: Oppose: Abstain:

Approval of the Minutes, January 10, 2018 – No Quorum present

Motion: Seconded:

In Favor: Oppose: Abstain:

Grantee Report – Melissa Rodrigo

a. Administrative Update

- a. State Integrated Plan Committee call was held on February 6th. The CDC and HRSA representatives were on the call. Federal funders stated a revised plan would not need to be submitted and they were happy the State of Ohio plan contributors were continuing to meet, revise and implement a plan.
- b. Clinical Quality Management committee continues to meet with the efforts focusing on disparities in viral suppression. Technical assistance was provided to all sub-recipients in November and December. Revised AIM statements were submitted. A webinar was conducted on January 29th in conjunction with the National Quality Center now known as HRSA Ryan White HIV/AIDS Program Center for Quality Improvement & Innovation (CQII). The next meeting in conjunction with the CQII will be 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.
- c. EIIHA planning meeting will be scheduled in conjunction with Prevention partners in May.
- d. Grantee team received a partial award for FY2018 grant year in the amount of \$984,524.00. The award is made up of percentages of our FY2017 award to include 31.5% of the Formula

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and 20.6% of the Minority AIDS Initiative award. This is due to not having a Federal Budget. It is unknown as to when the remaining funding will arrive.

- e. ODH proceeding with a needs assessment for next year. Vino Sundaram participated in the proposal review on Monday September 11th at Department of Professional Services. Upon ODH selected Ohio University as the vendor. 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 how many focus groups will be conducted in each location. Vino will keep Jason informed as to next steps as soon as she has additional information.
 - f. Final reconciliation for funds is attached. Requesting a final approval for the records. There were changes made after the last PC approval due to sub-recipient changes in staffing levels. Grantee tried to maximize every dollar. The grantee conducted a fiscal call with providers to outline the process related to ODH funds and billing. The grantee is working with sub-recipients to update and create budgets depending on the funding source.
 - g. FY2018 requests for funding were received. There is a proposal for reallocation submitted for consideration due to receiving a small initial award and having Part B funds being able to last through at least May of 2018 for HIPSCA.
 - h. FY2019 grant application is going to be moved up this year. The estimated timeframe provided by HRSA is June through August with a 90 day period. This information was passed onto PC support for the PSRA time adjustment.
- 2) Core Expenditure Report FY17–
Please note the split is 76.85% Core and 23.15% Support based on current invoices. The total expenditure is 79.56%. This number is based on spending is based on 83% plus a 2.5 variance. Last year during this time period, the grant was 76.43% expended. Grantee does not have any outstanding requests for data from Planning Council. Data was provided to PC.

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

New/Old Business

- a. **Develop PSRA Work Plan – Discuss PSRA date (poss. June 27th)**
 - Sharron Harris projected and reviewed the PSRA process and the change of date for PSRA due to the grantee application date change.
 - #5 is important/needed to get through the PSRA process – do in April
Sharron will email to S&F members for input to finalize the PSRA workplan
 - Clinton recommends using the graphs again, Sharron will email to members for review
Melissa Rodrigo offered to put together maps for PSRA. If specific maps are wanted – let the grantee know - Sharron will submit to Melissa Rodrigo.
 - AEAM needs to be completed by June 2018
 - Do Part B along with Part A, request from Part B data info.
 - Review of the prioritization needs to be done
- * Sharron will email the service category summary to members

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i. Apply PSRA Tool to Score the following service categories – TABLED due to lack of a quorum

- a) Mental Health Services
- b) Medical Nutrition Therapy
- c) HIPCSA
- d) Early Intervention Services
- e) Home Health and Home/Community Health Care

b. Assist with Planning Council re-allocations strategy/process, Review Expenditures by Service Category – TABLED, due to lack of quorum

Next Steps

- a. Determine whether S&F Committee or Full PC determines allocations

Announcements

Kimberlin is looking for support for her event

Community Solutions – letter regarding raising the FPL to the state

Adjournment

Motion: Melissa Federman Seconded: Chris Krueger

Strategy & Finance Committee													
1:00 - 2:30pm													
Quorum = 4 2017/18													
S & F Members	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	
1 Max Rodas Co-chair	20	20	20	20		20	20	20	0		20	0	
2 Robert Watkins Co-chair	20	20	20	20		20	0	20	0		20	0	
3 Melissa Federman	0	0	0	0		0	20	20	20		0	20	
4 Tammie Jones	0	20	0	20		0	20	20	20		20	20*	
5 Chris Krueger	0	20	0	20		0	0	20	20		20	20	
Total in Attendance	2	4	2	4		2	3	5	3		3	2	

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

Guest: Naimah O’Neal, Jeannie Citerman-Kraeger, Clinton Droster, Jason McMinn, Marlene Robinson-Statler