

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, August 8, 2018

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

Start: 1:14

End: 2:40

Facilitating Co-chair: Clinton Droster

Moment of Silence

Welcome and Introductions

Approval of Agenda: (Aug. 8, 2018)

Motion: C. Ritter

Seconded: N. O'Neal

In Favor: All

Oppose: 0

Abstain: 0

Approval of Minutes: (June 13, 2018)

Motion: K. Dennis

Seconded: N. O'Neal

In Favor: All

Oppose: 0

Abstain: 0

Grantee Report – (M. Rodrigo)

- M. Rodrigo provided the Grantee report and year-to-date expenditure report

1. Grantee Report

- a. ODH reorganized goals in State Integrated Plan. There are four main goals to include: Achieve Viral Suppression, Reduce New Infections, Strengthen Data Coordination and Reduce Disparities.
- b. Clinical Quality Management committee continues to meet with the efforts focusing on disparities in viral suppression. The grantee provided technical assistance to all providers in the end of June and July in regards to a quick 45 day quality improvement project to impact VLS rates using a driver diagram model. All providers will present on their projects on September 17th. The grantee is changing meeting structure from 4 committee meetings a year to 2 in person and 2 webinar meetings. The approach is to allow providers more time to work on clinical quality improvement projects.
- c. EIIHA planning meeting was conducted in conjunction with local prevention partners on May 21st at the Independence library. ODH Prevention presented on upcoming changes to testing as well as PrEP. October 22nd will be the next EIIHA (Early Identification of Individuals with HIV/AIDS). These meetings are conducted bi-annually.
- d. Grantee team received three awards to date for the FY2018 grant year. The final award was received May 23rd totaling \$4,729,016.00. This is an increase from last year by \$52,310. Contracts have been executed and sub-recipients are working on invoicing.

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- e. ODH sponsored needs assessment update. OU put together a very experience team to conduct the assessment. A presentation was presented to the PC QI committee in January 2018. The care focus group locations were approved by Planning Council. The care focus groups were conducted July and August with an estimated 105 clients providing input. Vino and PC QI continues to support regional care efforts.
 - f. FY17 closeout has been completed. The carryover was submitted as well.
 - g. FY18 working on Program Terms report due August 2018.
 - h. Grantee released a Newsletter in June of 2018. Feedback welcome.
 - i. Grantee is coordinating upcoming trainings for community partners:
 - Health Literacy Training – August 30th (Stacy Soria/Julie Patterson)
 - Criminalization/Legal update – early September (Elizabeth Bonham/Nolan Stevens)
 - Cuyahoga County Job and Family Services Training - October 22nd (Christy Nicholls)
 - j. Grantee team reviewing 2017 EPI data across grant area in regards to incidences.
 - k. The grantee team is working on the 2019 grant application.
- 2) The FY2018 grant is processing invoices. Current split is 73.23% Core and 26.77% Support. Total spent is 17.50% should be at 33%. Last year we were at 31.40%. The Part B funds concluded in June of 2018 which impact Mar-June charges.

Planning Council Budget 2018

PC Manager	\$75,500.00
PC Support	\$34,148.00
PC Food	\$6,000.00
PC Transportation	\$4,300.00
PC Co-Chair HRSA Conference	\$2,500.00
Total	\$122,448.00

- Planned reallocation request in anticipated for October – C. Ritter made the point that the PC retreat is tentatively planned for 2nd Weds in October during subcommittee meeting times
- Suggestion to request shortened Executive Committee meeting (4:30-5:30pm) in October to allow S&F Committee to meet for 30 minutes between Quality Committee mtg and Executive Committee mtg in order to review/discuss reallocation.

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New/Old Business

- a. Assist with Planning Council Reallocations, Review Expenditures by Service Category
 - See Grantee report above
- b. Review PSRA Feedback
 - Sharron reviewed feedback provided by attendees of the PSRA meeting in June and recommendations for improvements included:
 - For the future PSRA process, prepare allocations worksheet in rank order of prioritized categories rather than by how the categories are listed on the monthly expenditures report
 - Do a better job advertising/informing consumers and providers about PSRA activities
 - Create & approve the PSRA Workplan well in advance and stick to the Plan.
 - Add a separate section on the S&F Agenda for PSRA Planning
 - Announce PSRA activity each month as part of the S&F monthly report.
- c. Review AEAM Procedures from Similar Jurisdictions
 - Members were given a brief view of AEAM Reports from the following jurisdictions:
 - DC Metro EMA, NYC EMA, Memphis TGA, Nashville, Orlando EMA, San Francisco EMA and West Central Florida TGA. Most jurisdictions identified with data available conducted anonymous surveys to solicit provider and PC input to conduct their assessments.
 - Sharron will e-mail the reports to committee members and discuss this issue in greater details in the Sept. meeting.
- d. Monitor Committee Work Plan for Compliance
 - Tabled due to lack of time

Next Steps

None

Announcements

None

Adjournment - Motion: C. Ritter

Seconded: R. Watkins

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

PC Members: R. Watkins; K. Dennis; C. Ritter

Staff: S. Harris; C. Boettler; M. Rodrigo

Guests: J. Citerman-Kraeger; T. Thomas