

## **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, February 20, 2019

4: 00 pm to 5:30 pm

Westshore Opportunity Center

9830 Lorain Ave., Cleveland

**Start:** 4:21 pm

**End:** 5:27 pm

**Facilitating Co-chair:** T. Allan

**Moment of Silence**

**Welcome and Introductions**

**Approval of Agenda:** February 20, 2019

Motion: To approve with addition of items “e”, “f” and “g” made by N. O’Neal    Seconded: J. Stevenson

**VOTE:** In Favor: 9      Opposed: 0      Abstain: 0

**Approval of Minutes:** January 16, 2019

Motion: N. O’Neal      Seconded: B. Glass

**VOTE:** In Favor: 9      Opposed: 0      Abstain: 0

**Approval of Planning Council Agenda:** February 20, 2019

Motion: B. Glass with same additions as listed above    Seconded: N. O’Neal

**VOTE:** In Favor: 9      Opposed: 0      Abstain: 0

### **Grantee Report – M. Rodrigo**

- a. ODH reorganized goals in the State Integrated Plan. There are four main goals: 1) Achieve Viral Suppression; 2) Reduce New Infections; 3) Strengthen Data Coordination; and 4) Reduce Disparities. ODH is going to put together one document with the updates. Sent out a copy to the Quality Committee Co-chairs.
- b. Clinical Quality Management committee continues to meet with the efforts focusing on disparities in viral suppression. The grantee is changing the meeting structure. The new approach is to allow providers more time to work on clinical quality improvement projects. All providers are solidifying an aim for an 8-month project to complete during the FY19 grant year. TCQ Plus trainers are looking at scheduling additional trainings in Lorain County.
- c. Grantee team received a full award for the FY19/20 grant year. The total award is \$4,769,668.00. This is an increase of \$40,652.00 from FY18. Fiscal meetings with sub-recipients will be occurring the next two weeks.
- d. ODH sponsored needs assessment update: OU presented at the PC meeting in January. They are currently working on the upcoming survey strategy. The survey strategy has been sent to the Quality Committee Co-Chairs.
- e. Grantee released a Newsletter in June and December of 2018. Feedback welcome.
- f. 2017 EPI reports from ODH are on the CCBH website for the region.
- g. Preparation for FY2019 includes the following: the standards of care are being updated; the website is being updated; the FY19 program kickoff meeting is being scheduled; the

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showcase of services is being scheduled; and the eligibility form has been updated with provider input.

- h. Grantee helped sponsor the local U=U lecture. The grantee is incorporating U=U language into standard of care requirements for the Outpatient Ambulatory Health Services and Medical Case Management categories.
- i. Data to Care (D2C) discussions continue with ODH and community partners. Meeting to be scheduled early March.
- j. Grantee conducted all monitoring visits for FY2018 and all the site visit reports have been distributed.
- k. Grantee conducted a meeting with HIV-Prevention to identify all EIIHA meetings dates for FY19. The goal is to ensure a seamless transition from the prevention region changes with existing Part A funded EIS and Outreach providers.
- l. Grantee is conducting training in conjunction with the AIDS Education Training Center on February 21<sup>st</sup> at CCBH to include: HIV 101, Cultural Competency, and Trauma informed Care. CEU's are being provided for the training.
- m. Awaiting more information from HRSA regarding the new HIV plan referenced in the recent State of the Union address.
- n. Ryan White Part A organizational chart was provided in September as requested by PC.
- o. The FY2018 invoices continue to be processed. Current split is 78.30% Core and 21.70% Support. Total spent is 67.18% should be at 83%. Last year we were at 79.56%. The Part B funding concluded in June of 2018 – availability of these funds impacted the Part A Mar-June charges.

### **Planning Council Business**

- a. Monthly Progress Update from HRSA Project Officer
  - February call was cancelled by the Project Officer – no update
- b. Present Candidate for Co-Chair of the Strategy & Finance Committee
  - Clifford Barnett was appointed Co-chair of the Strategy & Finance Committee
- c. Planning Council Retreat Recommendations/Next Steps
  - Tabled until March meeting
- d. Cleveland TGA Grievance Process Overview
  - S. Harris presented the current grievance process – slides will be sent to Executive Committee members
    - Suggestion made to ask HRSA Program Officer for examples of grievance processes in other jurisdictions
    - Reminder made that provider procurement and oversight is outside the jurisdiction of the Planning Council
    - Question arose as to whether Planning Council could administer a client satisfaction survey – S. Harris will research this

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- e. Ending the HIV Epidemic
  - S. Harris provided an overview of the statement made by Pres. Trump in the recent State of the Union address and reviewed the accompanying infographic - Cuyahoga County was listed as a target area
- f. National AIDS Strategy Request for Comments
  - S. Harris reviewed the federal request for comments/input on the national strategy – link to the appropriate website was provided; comments/input due by 3/11/19
- g. Combined Prevention and Care Meetings – 2019
  - HIV Prevention proposed 9/18/19, 11/20/19 or 1/15/20 as combined meetings with PC.
    - Members agreed that 2 shared meetings are adequate – September and January
- h. Motion to schedule the Priority Setting & Resource Allocation meeting on Wednesday June 19, 2019 from 3:00 p.m. to 7:00 p.m. and to cancel the Quality Committee, Executive Committee and Planning Council meetings originally scheduled for that date and time period was made by B. Glass and seconded by N. O’Neal. Vote – in favor: 10      Opposed: 0      Abstention: 0

### **Committee Reports**

Motion to table committee reports to full PC meeting made by N. O’Neal and seconded by B. Glass; unanimously approved.

- a. **Community Liaison Committee**
- b. **Strategy & Finance**
- c. **Membership, Retention & Marketing**
- d. **Quality**

### **Other Business**

- Suggestion made by B. Jones for Executive Committee members to lead the way in using “people first” language to help reduce stigma and promote cultural competence.

### **Announcements**

- T. Allan gave an overview of the PC member appointment process held at the County Council Committee meeting on 2/19/19.

### **Adjournment**

Motion: N. O’Neal

Seconded: J. Stevenson

	<b>Executive Committee</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>
1	<b>Kimberlin Dennis – Co-Chair</b>	<b>10</b>	<b>10</b>								
2	<b>Terry Allan – Co-Chair</b>	<b>10</b>	<b>10</b>								
3	<b>Merle Gordon – Co-Chair</b>	<b>10</b>	<b>10</b>								
4	Naimah O'Neal	<b>10</b>	<b>10</b>								
5	James Stevenson	<b>10</b>	<b>10</b>								
6	Clinton Droster	<b>10</b>	<b>10</b>								
7	Brenda Glass	<b>10</b>	<b>10</b>								
8	Chris Ritter	<b>10</b>	<b>0</b>								

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9	Jason McMinn	10	10								
10	Robert Watkins	10	10								
	<b>Total in Attendance</b>	<b>10</b>	<b>9</b>								

**PC Members:** B. Jones; C. Barnett

**Staff:** S. Harris; T. Mallory; C. Boettler; V. Sundaram; T. O'Donnell

**Guests:**