

Cuyahoga Regional HIV Health Services Planning Council

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

Clinton Droster, Clifford Barnett - Co-Chairs



Strategy and Finance Committee

Minutes

Wednesday, January 8, 2020

1: 00 pm to 2:30 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue, Cleveland, OH 44102

Start: 1:15 pm End: 3:00pm Facilitating Co-chair: C. Droster

Moment of Silence

Welcome and Introductions

Approval of Agenda: January 8, 2020

Motion: C. Barnett Seconded: N. O'Neal

In Favor: All Opposed: 0 Abstained: 0

Approval of Minutes: November 6, 2019

Motion: N. O'Neal Seconded: C. Barnett

In Favor: All Opposed: 0 Abstained: 0

**Comment:* Regarding funding lost via City of Cleveland, when will that be addressed?

**Response:* Grantee will provide update at this meeting.

Grantee Report- M. Rodrigo – January 2020

Grantee Report – January 2020 Grantee report handed out

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. The majority of state committees have been meeting. If you volunteered and have is not been included thus far, we can get your information to ODH. ODH is updating the Newsletter.
- b. Clinical Quality Management committee continues to meet with the efforts focusing on disparities in viral suppression. November 18th CQM projects were presented to the group. The presentation is up on our website. Meeting dates have been established with all providers to identify and start 2020 projects. The meetings are scheduled to take place in January.
- c. Grantee team received our full award for the FY19 grant. The total award is \$4,769,668.00. The estimated carryover was submitted to HRSA. There is an additional reallocation presented for January. CCBH released the Direct Service RFP which closed on January 7th. There were 14 agencies that submitted proposals to provide services starting March 2020. CCBH is preparing for the March 1st 2020 start.
- d. ODH sponsored needs assessment update. OU completed the demo survey at the Consumer Liaison Committee. There was great feedback provided to OU from the committee. VINO sent a summary to

Cuyahoga Regional HIV Health Services Planning Council

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

Clinton Droster, Clifford Barnett - Co-Chairs



- OU contact with the detailed notes. OU is received IRB approval. The survey is currently being translated into Spanish and Somali. The goal is to get the survey started by the end of January.
- e. Grantee completed version four of the newsletter. The newsletter is posted on the website. Feedback welcome.
 - f. Trainings completed in FY2019 included: Completed Domestic Violence training with an HIV focus on July 29th and a combination JFS, OHDAP and Part A overview on August 21st; Trauma Informed Care training on September 23rd; the Cleveland Housing Network completed the financial management training for EIS, Non-medical and MCM case managers as the PC Directive on November 4th. There will be an additional survey completed for 2020.
 - g. The grantee is incorporating U=U language into standard of care requirements for OAHS and MCM.
 - h. Data to Care discussions continue with ODH and community partners. Meeting was conducted March 11th to obtain provide input about direction of the project. Providers are interested. CCBH commented on state guidelines. CCBH received an approval for a data sharing consultation from Johns Hopkins and the Network for Public Health Law. ODH requires CCBH to get an MOU with CDPH to implement D2C for the region. MOU was passed at the October 17th CCBH Contract Review Committee. CCBH is sent email to medical providers for Data Sharing Agreements. On October 21st, CCBH hosted a webinar with all medical providers to review the D2C protocol and review next steps with the medical providers. CCBH completed the review of the 210 clients on the NIC list. All NIC lists were provided to medical providers. The 1st cycle for the NIC lists has been completed locally. The 2nd cycle should be released by March 2020.
 - i. CCBH continues to work with sub-recipients in regard to data completeness and productivity for the FY19 grant. The 2019 data submission is due to HRSA within the next two months. We are also upgrading to CAREWare 6 in order to complete the report.
 - j. The FY2020 grant application was submitted.
 - k. The Ending the Epidemic application was submitted.
 - l. Ending the Epidemic update:
ODH organized an event for the state in conjunction with the CDC Director on August 1st. Local representatives were present. The state submitted an Ending the Epidemic planning grant to obtain a contractor to write a plan for the three counties identified in the state. Part A provided feedback on the application. ODH received the funding to write the EtHE plans. ODH is releasing an RFP to obtain a contractor to write the EtHE plans for the three designated areas. Part A submitted the EtHE application for Care. CCBH conducted two listening sessions for the County to gauge community input for potential projects.
- 2) The FY2019 grant. Current split is 75.97% Core and 24.03% Support. Total spent is 60.70% should be at 75.00%. All requests for additional funds are met with the approval of the PC reallocation. Contracts are being updated as well as budgets. Only one contract not impacted. There is a total of 58 budgets and 41 are impacted with the reallocation for the October reallocation. The January reallocation is going to meet all additional requests for funding as well as decrease providers not spending funding.
 - 3) Green = underutilization, White = on target, Red = Over utilization

Administrative Update

- Updates on the Cuyahoga County Prevention Grant – the grant was not awarded to the City of Cleveland. A new RFP proposal was released from the Ohio Board of Health.

Cuyahoga Regional HIV Health Services Planning Council

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

Clinton Droster, Clifford Barnett - Co-Chairs



Cuyahoga County Board of Health applied for the grant and they are currently awaiting the outcome. Grantee will provide status updates to council as they are provided.

- The planning council was commended for their good efforts in providing input for Statewide Needs Assessment.

**Question:* regarding assistance taking the surveys – could one person assist another person via phone to do the survey? *Response:* S. Harris will send questions to Grantee (Vino) for follow-up with OU Survey Managers.

- The Grantee reported that the federal budget was passed, and they are optimistic the full Part A grant award will be provided by the start of the Grant year (March 1, 2020).
- The Grantee also reminded S&F members that the Ending the Epidemic application was completed by CCBH, currently awaiting status.
- Ryan White provider trainings are currently underway.
- The RFP period for new bids to start the March 1, 2020 Grant Year, just closed yesterday. RFP's will be reviewed for approval by the grantee Technical Review team on January 16, 2020.
- HRSA is scheduled to visit the week of March 30th, through April 1st, updates to follow.
- Committee co-chair suggested that members be mindful of the 75%/25% CORE/Support allocation split, to avoid exceeding the split, so as not to leave dollars on the table.

Final Reallocation for the Grant year ending Feb. 29, 2020:

Committee was asked to review the following re-allocation request for approval:

Service:	Re-allocation Amount:
Outpatient/Ambulatory Health Services - <i>Core</i>	\$15,213.00
Medical Case Management – <i>Core</i>	\$7,099.00
Oral Health Care – <i>Core</i>	\$1,200.00
Mental Health Services – <i>Core</i>	\$5,281.00
Medical Nutrition Service – <i>Core</i>	\$3,161.00
Health Insurance Premium Cost Sharing Asst. – <i>Core</i>	<i>(\$10,000.00)</i>
Early Intervention Services – <i>Core</i>	\$2,791.00
Medical Transportation Services – <i>Support</i>	\$2,100.00
Emergency Financial Assistance – <i>Support</i>	<i>(\$11,279.00)</i>
Psychosocial Services – <i>Support</i>	\$1,840.00
Food Bank/Home Delivered Meals – <i>Support</i>	\$9,000.00
Other Professional Services – <i>Support</i>	<u><i>(\$23,517.00)</i></u>
Total Reallocation Amount	\$2,889.00

Cuyahoga Regional HIV Health Services Planning Council

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

Clinton Droster, Clifford Barnett - Co-Chairs



Motion: To approve January Re-allocation Request as presented

Made by: C. Barnett Seconded: R. Rolling

VOTE: In Favor: 10 Opposed: 0; Abstained: 0

Motion passes.

FY2019 Utilization Update - Ongoing work being done with providers to clear up invoices.

The latest newsletter went out in December, three PC members were highlighted.

New/Old Business - Review Expenditures by Service Category

An overview of the expenditure sheet was provided by grantee.

Members asked the Grantee to address a parking issue for clients at a Part A provider site.

Specific concerns were parking costs that create a hardship for clients, even when the parking ticket is validated.

Review 2019 Committee Work Plan for Compliance - Committee confirmed agreement of 2019 work plan and reviewed items for final approval.

**Comment:* Members were reminded that it is important to attend subcommittee meetings because the work is done in subcommittee and only reported at full PC.

**Comment:* Members requested more training on the following S&F work plan activities:

1. PSRA
2. Assessment of the Efficiency of the Administrative Mechanism Process

Motion: To approve 2020 Committee Work Plan

Made by: C. Barnett Seconded: R. Rolling

In Favor: 10; Abstain: 1 Oppose: 0

Motion passes.

Prepare 2020 Committee Work Plan – Reviewed and Approved.

2020 PSRA Planning - Prepare 2020 PSRA Work Plan

**Suggestions:* Interested PC members should attend subcommittee meetings to prepare for PSRA meeting.

It was recommended to form a data work group that can show progress and get data discussions moving. Members who would like to participate must agree by next S & F meeting on Feb 5th. S&F will allocate about 20 minutes for discussions at each meeting. From there future meetings can be set.

Work group volunteers identified include: J. Mazo, C. Barnett, C. Droster, N. O’Neal, and M. Deighan. The workgroup agreed to submit the data request to the Grantee by the March 4th meeting.

Cuyahoga Regional HIV Health Services Planning Council

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

Clinton Droster, Clifford Barnett - Co-Chairs



Motion: To approve Revised PSRA 2020 Work Plan

Motion made by: C. Droster Seconded: N. O'Neal

VOTE: In Favor: 8, Opposed: 1 Abstentions: 2

Motion passes.

Standing Business - Agree on S&F Committee work activity (if any) to be reported at Executive & Planning Council meeting. Tabled

Next Steps – Tabled

S & F Committee Training - Tabled.

Announcements - None.

Adjournment

Motion: R. Watkins Seconded: C. Barnett

Committee Attendance:

	S & F Members	Jan	Feb	Mar	Apr	May	June PSRA	Aug	Sep	Oct	Nov
1	Clinton Droster, Co-chair	20									
2	Clifford Barnett, Co-chair	20									
3	Michael Deighan	20									
4	Naimah O'Neal	10									
	Total in Attendance	4									

PC Members: K. Dennis, F. Ross, B. Gayheart, R. Rolling, R. Watkins, S. Washington, C. Ritter

Staff: T. Mallory, S. Harris, C. Boettler, M. Rodrigo

Guests: Justin W.