

Cuyahoga Regional HIV Health Services Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties
Kimberlin Dennis, Terry Allan, Brian Kimball Co-Chairs



Combined Executive and Full Planning Council Minutes Wednesday, November 17, 2021 5:30 pm to 7:00 pm

Start: 5:35 pm

End: 7:02 pm

Co-chair: B. Kimball

Moment of Reflection

Welcome and Introductions

Approval of Agenda: November 17, 2021

Amendment: Motion to update the Agenda to add under Planning Council Operations the following:
c. committee co-chair strategies vacancies.

Motion: C. Barnett

Seconded: C. Droster

In Favor: All Opposed: 0 Abstained: 0

Motion carried.

Approval of the Minutes: October 20, 2021

Amendment:

Motion: C. Droster

Seconded: C. Barnett

In Favor: All Opposed: 0 Abstained: 0

FLU & COVID-19 UPDATE

Brian Kimball, Interim Director, City of Cleveland

Over the past week, there has been an uptake in the number of vaccines in Cleveland. We're averaging a little over a 1,000 for receiving vaccines and over 1,400 vaccines have been administered over the past week. For Cleveland, 42% of the residents are vaccinated. Since last week, we have now begun to administer vaccines to children five years and older. Currently these will only be done at the immunization clinics, but we will begin to do more at all open clinics for children, ages five through eleven.

***Question: B. Glass** - Do we have open clinics for boosters?

***Response: B. Kimball** – The city has two standing clinics J. Glenn Smith (E) and McCafferty (W) open five days a week, Mon-Fri between the hours of 10am-6pm. There is also a clinic scheduled to open soon at the Zelma George Center on the east side. We also accept walk-ins and have all three vaccines available for anyone to receive. Nobody will be turned away.

***Question: B. Glass** – Do you register online?

***Response: B. Kimball** – Register online like for the vaccine at: <https://gettheshot.coronavirus.ohio.gov>.

***Comment: N. O'Neal** - Circle Health provides vaccines as well.

Dr. Barbara Gripshover, M.D., Immunology Medical Director, University Hospitals

We're getting more COVID cases every week, and it's disappointing to see the numbers going up, almost 18% positive, in all the UH systems. So, the advice is to continue wearing masks and get your booster.

***Question: F. Ross** - How soon after active Covid should I wait for booster?

***Response: Dr. Gripshover** – It's recommended to wait until a person is feeling better, they are out of quarantine, and have not received the monoclonal antibodies. If that's the case, you can get a booster.

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Grantee Report – November – Planning Council

1. Grantee Report
 - a. ODH State Integrated Plan – next meeting November 4th (contact Vino Panakkal for link if interested) – Integrated Plan survey currently circulating in preparation for 11/4 meeting <https://www.surveymonkey.com/r/IntegratedPlanSurveyNov4>
 - b. Clinical Quality Management Committee- Grantee completed Q3 follow up meetings, preparing for November 15th CQMC meeting
 - c. ODH Sponsored Needs Assessment - ODH conducting key informant interviews and plans to meet in the Fall to set up next phase of needs assessment
 - d. Next HIV Services newsletter will be issued on World AIDS Day, December 1st, Sharron will be looking for PC input in November
 - e. FY2021 trainings held by Grantee with help of AETC/Gilead:
 - a. HIV 101 and a PrEP 101 – February 23rd
 - b. Mental Health within COVID times - March 2nd
 - c. Oral Health training(MCM focus) - April 27th
 - d. Rapid Start of ART training - May 6th
 - e. Oral Health Training(Dental Providers) – July 2nd
 - f. **(PC Directive)** Trauma Expressions and Strategies – August 2nd
 - g. Addictaholic Deconstructed – September 2nd
 - h. **(PC Directive)** Upcoming – HIV Stigma Training – November 4th
 - i. **(PC Directive)** Upcoming – Clinical Bias Training – Jan/Feb TBD
 - f. Part A Medical Case Manager Network Meeting - goal of meeting quarterly with MCMs to provide CM specific training and barriers that clients are facing currently; last meeting occurred Sept. 2nd, next will occur early 2022
 - g. CCBH continues to work monthly with sub-recipients in regards to data completeness and productivity to ensure data up to date for RSR submission at end of year
 - h. Prevention Committee – Next meeting occurring December 8th from 4-5:30
 - i. **Part A Funding** – Reallocation recommendations to be presented to S&F committee in November with incorporation of carryover dollars (\$144,259)
 - j. **Ending the HIV Epidemic Funding** - The following projects are expected to continue:
 - a. Social media campaigns for U=U/stigma reduction
 - b. Community Health Worker Certification program
 - c. Data 2 Care program
 - d. Intensive MCM program
 - e. Medical Transportation for non-VLS clients program
 - f. Rapid Start of ART program
 - k. Ending the Epidemic Plan update:
 - Anti-Stigma campaign on pace to launch on World AIDS day, advisory groups have met and narrowed down direction of campaign
 - Ending the Epidemic Site Visit occurred October 19-20
 - l. HRSA site visit completed in mid-September – grantee office currently waiting for Findings Report (can take up to 45 days)

FY2021 Part A Grant:

Current Expenditure split - 78.33% Core - 21.67% Support
Expenses are at 53.90% for 7 months (58.33% target)

Administrative Update – Z. Levar

The Integrated Steering Plan Committee is meeting bi-weekly. The next meeting is tomorrow at 9 am. An update was presented by Kate Shumate, from the Ohio Department of Health, at our QI meeting today. The Clinical Quality Management (CQM) meeting was Monday on projects developed in January which will continue through December. Also, all target populations have improved since last meeting by about 350 people total. Reminder that the HIV newsletter will go out on World Aids Day and everyone will receive a copy. For training updates, we had an HIV stigma training Nov 4th. We appreciate all the evaluations submitted, and the Part A office extended an apology to everyone who attended, as the training did not adequately meet our objectives. This is still an important topic which we would like to rethink and do another one in the coming months; and will possibly be done after the bias training which is planned for January or February. Last, the Part A funding reallocation and carryover was presented to S&F at their Nov 2nd meeting and will be voted on and finalized tonight.

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Fiscal Report – Z. Levar

More invoices have come in, and the split is 79% core and 21% support. We are at 55.63% utilized through seven months. We are slightly below our target at 58.33%, but reallocation should level this.

Medicaid Update – C. Nicholls

Open enrollment has begun for federal Marketplace and will be open an additional 30 days. Instead of closing on Dec 15th, it will go to January 22nd. For Medicaid persons, open enrollment is Dec 1st through Dec 31st and if you call the Medicaid hotline, you can do it now. If you want to make changes call: 1-800-324-8680. We are still getting a lot of applications and seeing an uptick on new enrollments.

***Comment: J. McMinn** - Thanks for Marketplace info, that's very helpful.

***Question: N. O'Neal** - If someone does marketplace and it kicks them to Medicaid, what do they do?

***Response: C. Nicholls** - They don't need to do anything, and they can call us if they want. If anything is needed, we will send them a checklist asking for verifications. Otherwise, they'll get notice of approval or rejection in the mail. They can also contact the Medicaid Hotline (Managed Care Open Enrollment) at: 1-800-324-8680.

Ryan White Part B Update – K. Ruiz

ODAP (Ohio Drug Assistance Program) reminds all on Marketplace open enrollment.

HOPWA (Housing Opportunities for PLWHA) Update – J. Citerman-Kraeger

We have had all of our quarterly site visits and all quarterly site visits with CDBG.

***Question: R. Watkins** - How is the transitional housing program going?

***Response: J. Citerman-Kraeger** - Doing okay, getting back on track.

***Question: J. McMinn** – Any updates on hotel vouchers?

***Response: J. Citerman-Kraeger** - Hoping to get things on track by Dec 1st

Planning Council Operations

Monthly Report from HRSA Project Officer – S. Harris

K. Dennis – We were told that our P.O. was pleased about our RW Part A recruit efforts for PC. We had six (6) up for re-appointments and eight (8) new appointments (*6 of them will be first time appointee to PC*). They want to model what we do to recruit because a lot of places have problems even getting people to join PC. We also got good reviews on all our subcommittees: CLC, S&F, MRM, and QI for bringing people on board and staying actively involved.

S. Harris – Also, thanks to MRM chair, B. Glass, for holding things together as the sole chairperson for MRM committee, this year. The P.O. was very pleased and interested in replicating the things we are doing.

Reallocation & Carryover Training – S. Harris

This is training that the Strategy & Finance (S&F) committee recommended last year. The two co-chairs wanted to share this information with the entire Planning Council so everyone understands the process and vote on the reallocation and carryover requests that the grantee will be offering to HRSA.

Reallocation – The process of moving program funds across service categories. Every year, PC decides what they will put into each category. Reallocation is generally done to make sure no money is left on the table and our process is usually done in November.

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Carryover – This is the estimated amount of the unobligated RW Part A formula grant funds remaining at the end of the budget year. RW grantees or recipients are required to submit an estimated carryover request, together with an estimate of the unobligated funds left unspent, 60-days before the end of the grant year or by Dec 31st of each year. They also must submit a plan for how the unobligated balance is to be spent in order for HRSA to approve the request.

***Question: R. Watkins** – If a reallocation is needed when we don't meet, they give us the information after the fact?

***Response: S. Harris** - Yes, rapid reallocation does that and HRSA requires every jurisdiction to include a "Rapid Reallocation" process in their Bylaws. The last thing we want is money left on the table when someone could have benefitted.

***Question: R. Watkins** – For two categories, how much do we need to reach our obligation?

***Response: S. Harris** - We just got permission and are already targeted for Outpatient Ambulatory Health, Medical Case Management, and Mental Health.

***Question: R. Watkins** - What is the target time to submit the unobligated balance report?

***Response: S. Harris** – End of the calendar year, or 60 days for an estimate of how much and how it will be used. The request must be submitted by Dec. 31st. It was decided in S&F for today's vote.

Co-Chair vacancies – S. Harris

We are still recruiting and received only a few responses for co-chairs: Currently the vacancies are: *CLC - 1, MRM -1, and Prevention-2 slots*. To date there has been no interest in the MRM co-chair slot, so if anyone is interested, please let us know. The three Executive Co-chairs have targeted a deadline for selections, no later than the February 16th meeting so, hopefully, all the vacant co-chair positions can be in place by the new grant year in March. If interested, we ask that you please submit a letter of interest to me or Toni, soon as possible. The invitation will also be sent out again after the meeting today.

***Question: R. Watkins** - What about the term limits?

***Response: S. Harris** – The Membership Committee has a lot of work with many terms ending in 2022. We will be revisiting the bylaws, finding ways for members serving in mandatory positions to remain until replacements are appointed. No one will be coming off until we conclude the nominating process (June 2022). We will organize the committee in January, inform everyone on their term status, and see how to alternate seats so everyone does not come off at the same time.

***Question: J. Patterson** - Should the CLC co-chair be a PLWH? It was thought there was to be at least one PLWH for all the committees?

***Response: S. Harris** – Yes, the CLC co-chair must be a PLWH, and it is our objective, but not mandatory for all the other committees to have at least one PLWH co-chair. It's been a component for our success.

***Comment: L. Lovett** - It's been a trying year, three deaths, back surgery, and now in recovery. As a PLWH, would like to look at next year to step up.

Committee Reports

Community Liaison Committee (CLC) – N. O'Neal

The CLC Committee met the first Wednesday in November and had a lively conversation on next steps for the oral health survey. We wanted to make recommendations to QI and most time was spent on that. In January, we will look at our PCAT for 2022 and see what direction CLC will take. Moving into another year, we'll continue being a vital part of PC, making sure voices of PLWH are heard.

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**Comment:* J. McMinn – Just wanted to thank CLC for their work. You blew us away, the directives were amazing, spot on, and you put in so much work. You all did an amazing job!

**Comment:* N. O'Neal – Also, thanks to Faith, Peter, and Billy who have been instrumental in bringing voices from our outlying communities. The whole committee deserves that. We hope to get a CLC co-chair soon, but until then we'll press on.

Strategy & Finance (S&F) – C. Droster, C. Barnett

We went over finances and the PC budget, reviewed the reallocation proposals, and nine people voted in favor. We are now looking at a motion to approve our reallocation.

Reallocation Review and Vote

Motion: To approve the Reallocation budget proposal as presented.

Motion: C. Droster Seconded: K. Dennis
In Favor: 18 Opposed: 0 Abstained: 0

Motion passed.

Carryover Review and Vote

Motion: To Approve the carryover of 5% or \$142,410 of the Part A formula grant and designate it's use, *if approved to: 1). Outpatient Ambulatory Health Services; and 2). Psycho-Social Support services.*

Motion: K. Dennis Seconded: C. Barnett
In Favor: 14 Opposed: 0 Abstained: 4 – (*B. Gripshover, J. McMinn, N. O'Neal, R. Watkins*)

Motion passed.

Membership, Retention & Marketing (MRM) – B. Glass - We had a meeting the first Wednesday in November for our New Member Training and Refresher for current members. Another training will be done later for more to participate. It will be a refresher and learning experience, and we encourage all to participate.

Quality Improvement (QI) – R. Watkins - We had our meeting this afternoon. It was very interesting, and we got a lot done. We discussed the Statewide Integration Plan, which was presented by Kate Shumate. The CLC chair, N. O'Neal, identified agenda items on oral health and action steps, and we discussed a provider invitation for them to come and share info on oral health services for PLHW. There was no report on the needs assessment, and we are on point for our work plan compliance for 2022.

**Comment:* N. O'Neal - CLC was to just present directives based on the oral health survey and we presented three (3) potential directives.

HIV Prevention (Prevention) – S. Harris - Prevention will have their last meeting on Wednesday, December 8, 2021, from 4-5:30 pm and reminders will be sent out.

Question:* **B. Glass - Do you provide PEP for clients?

Response:* **B. Kimball – For PEP distribution info contact: bkimball@clevelandohio.gov, ph: 664-2188.

Public Comments - None

Announcements - S. Harris – We will officially vote on the 2022-23 meetings schedule at the January meeting.

N. O'Neal - We got our new schedule in the mail. Hopefully, we all will make provisions to attend meetings for 2022, at least your committee of record.

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J. Patterson - AIDS Funding Collaborative is sponsoring a free, virtual forum on Nov 30th at noon on how people can transform their lives. It also includes social services, outreach, and other services.

Adjournment - Motion: L. Lovett

Seconded: C. Barnett

Attendance

	Planning Council Members	Jan	Feb	Mar	Apr	May	June PSRA	Aug	Sep	Oct	Nov
1	Kimberlin Dennis – Co-Chair	20	20	20	20	20	20	20	20	20	20
2	Terry Allan – Co-Chair	20	20	20	20	20	20	20	20	20	0
3	Brian Kimball – Co-Chair	20	20	20	20	20	20	20	20	20	20
4	Clifford Barnett	20	20	20	20	20	20	20	0	20	20
5	Jeannie Citerman-Kraeger	20	20	20	20	20	20	20	20	20	20
6	Michael Deighan	20	20	20	20	20	20	0	0	20	0
7	Clinton Droster	20	0	20	20	20	20	20	20	20	20
8	Billy Gayheart	20	20	20	20	20	20	20	20	20	20
9	Brenda Glass	20	20	20	20	20	20	20	20	20	20
10	Barbara Gripshover, MD	20	20	20	20	20	20	20	20	20	20
11	Deairius Houston	20	20	0	0	0	0	0	20	20	20
12	Tracy Johnson	0	0	0	0	0	0	0	0	0	0
13	LeAnder Lovett	20	20	0	0	0	20	20	20	20	20
14	Tina Marbury	20	20	20	20	0	20	20	20	0	0
15	Jeffrey Mazo	0	20	20	0	0	0	0	0	0	0
16	Jason McMinn	20	20	20	20	20	20	20	0	20	20
17	Christy Nicholls	20	20	20	20	20	20	20	0	20	20
18	Naimah O'Neal	20	20	20	20	20	20	20	20	20	20
19	Julie Patterson	20	20	20	20	20	20	20	20	20	20
20	Chris Ritter	0	0	0	0	0	0	0	0	0	0
21	Marlene Robinson-Statler	20	20	20	0	20	20	0	20	20	20
22	Faith Ross	20	20	20	20	20	20	20	20	0	20
23	Karla Ruiz						20	20	20	20	20
24	William Simpson	0	0	0	0	0	0	20	20	0	0
25	Robert Watkins	20	20	20	20	0	20	20	20	20	20
26	Stephanice Washington	0	0	0	0	0	20	20	0	0	0
27	Leshia Yarbrough- Franklin	20	20	20	20	20	20	20	20	20	20
	Total in Attendance	22	22	21	18	17	21	21	19	20	19

PC Attendees: J. Stevenson

Guests: K. Hill, E. Tighe, S. Mason, P. Weiland

Staff: M. Halko, Z. Levar, S. Harris, T. Mallory