

Cuyahoga Regional HIV Prevention and Care Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina

Clinton Droster - Chair

Strategy and Finance Committee Minutes

Wednesday, August 3, 2022

1: 00 pm to 2:30 pm



Start: 1:06 pm

End: 2:11 pm

Facilitator: C. Droster

Moment of Silence

Welcome and Introductions

Approval of Agenda: August 3, 2022

Addendum:

Motion: K. Dennis Seconded: J. Citerman-Kraeger

Vote: In Favor: All Opposed: 0 Abstained: 0

Approval of the Minutes: June 1, 2022

Addendum:

Motion: K. Dennis Seconded: J. McMinn

Vote: In Favor: 6 Opposed: 0 Abstained: 1- J. Patterson

Recipient Report – August 2022 – Planning Council

1. Recipient Report
 - a. ODH State Integrated Plan – Affinity groups are beginning to wrap up by the middle of August, have been working on developing strategies/objectives to address barriers in each of the selected affinity topics
 - b. Clinical Quality Management Committee- currently working with HRSA staff to revise CQM plan, assisting CLC with linkage checklist pilot project
 - c. Last edition of CCBH HIV Services Newsletter released on 6/1: <https://www.ccbh.net/ryan-white-provider-resources/>
 - d. FY2022 trainings held by Recipient:
 - a. Stigma Training – TBD
 - b. **(PC Directive)** Cultural Competency for Dental Providers - TBD
 - e. Part A Medical Case Manager Network Meeting - recent quarterly meeting occurred on 7/19 and included robust discussion about best practices in supporting client needs
 - f. CCBH submitted Ryan White Program Services Report (RSR) in March 2022 to comply with data reporting requirements of HRSA
 - g. Prevention Committee – Next meeting occurring September 7th, 4:00-5:30
 - h. **Part A Funding** – all contracts have been amended to reflect full award as of July 27th, full award budgets have been approved for providers as well, several invoices have been submitted/processed since contract execution
 - i. **Ending the HIV Epidemic Funding** - The following projects are continuing in FY2022:
 - a. Social media campaigns (Pride, Hispanic Heritage Month, Black History Month focused campaigns)
 - 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
 - g. Peer Navigator program
 - j. Ending the Epidemic Plan update:
 - a. Currently developing plan to engage community in late fall/early winter to provide updates to Ending the Epidemic Plan progress, coordinating with several EHE funded entities in the region
 - k. Ryan White FY2023 Non-Compete Continuation (NCC) Report released, due October 3rd 2022

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Administrative Update - Z. Levar

- The State Integrated Plan is due the end of this year in September. They are now working in the stage with the eight or nine Affinity groups, consisting of youth, substance, and mental health groups. Those groups came together to discuss strategies and objectives to barriers around those areas. We will wrap up the middle of this month and may possibly resume the larger group after the Affinity groups close.
- The CMQ (Clinical Quality Management) committee is still working with HRSA. We did a six-month technical assistance plan, and now have a new person working with us who gets briefing from HRSA on what we should be doing. The Part A office is also working with Naimah, Jason, and Clifford on a CLC Linkage to Care (LTC) checklist pilot project. They have three more weeks left on this and will then meet and come up with recommendations to close the loop on that LTC checklist.
- At the Case Management meeting last week, they discussed best practices for serving clients.
- We received our full award in early June and just got the last two thirds, making it whole. We will execute all contracts July 31, 2022 and by full PC, we should have expenditures completed.
- Ending the Epidemic (EtHE) is continuing and we are looking to work with other agencies. One piece that fell off was the advisory group. We are now working on re-developing that plan to re-engage the community by early fall/winter and will see if more revisions are needed. We are also trying to make this a larger scale group, not just with CCBH but including other agencies that are getting funding as well. We want to bring that group together, find out what they do in relation to EtHE over-arching strategies.
- We are currently working on our annual report, which is due October 3rd. Since we are now on a HRSA three-year cycle, this is not the large, comprehensive report, but rather a small, non-competitive report.

***Question: J. Patterson** – Are providers staying the same, and we just have to file?

***Response: Z. Levar** - This is between HRSA and CCBH, fall we will do new RW provider competing apps.

***Question: S. Harris** - Was this how we approached doing our budget, as HRSA no longer requires a formal application every two years, but now every three, and we are now in the less formal app year?

***Response: Z. Levar**- Non-compete is more of a synopsis. Instead of 104-page application, it is a smaller summary of each area and they are staggering some of the requirements in a three-year cycle, instead of annually. Maybe we can do a better job of explaining this next year, but are expecting same amount. The biggest portion of our awards come from the applications and as long as we do good job on them HRSA will not lower our score. We did well in scoring this year and got a big bump and we will not have to take another test. They will just carry our 99% out of 100% score over to next year.

Fiscal Report –Z. Levar

We have received some invoices with partial contracts. We gave providers options for invoicing with partial budgets, as this helps with smaller agencies. We are getting invoices in, approved, and checks out to them, and this will populate with the remaining invoices coming in by full PC. Additionally, the unduplicated count is at 2,200 for clients served. This is proof service is being delivered, as we have already reached this number in first five to six months of the year.

New/Old Business

Review Feedback/Recap 2022 PSRA Activity, Lessons Learned – S. Harris

We will put a summary out and a slider on how to improve data for priority setting and we will cover this next month after getting surveys back. As we plan, we can look at data, slide by slide, along with trends instead of reviewing a list of services all together.

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Next Steps for PSRA Work Group – C. Droster

C. Droster –Resume Resource Allocation Workgroup February 2023, after December vacation.

C. Droster - PCAT (Planning Council Activity Timeline) normally done in November when doing reallocations. Recommend doing PCAT in October so we can have a fresh start.

S. Harris - We will add review PCAT on the October Agenda.

C. Droster – Also, maybe we can go over the HRSA three-year reporting cycle again.

Overview of the Assessment of Efficiency of the Administrative Mechanism (AEAM) – S. Harris

This is an assessment by HRSA of how well and efficient Ryan White funding, allocated by Part A recipients, gets out to the service providers. Planning Councils have a mandate by HRSA to conduct an annual AEAM. The five general questions of the assessment include:

Q1- Were Part A funds expended in a timely manner? - HRSA looks for recipient response for submitting funds to providers.

Q2- Were Part A contracts with service providers signed in a timely manner. -That is what we collect from recipients to know how to answer.

Q3 – During previous grant year, did TGA have less than 5% carryover in Part A funds? - Part A grantee does good job on monitoring the allocation of funds so PC can make good decisions and ensure best way to spend regular Part A grant funds.

Q4- Were Part A resources reallocated in a timely manner to ensure meeting the needs of the community? - This year we had a couple outstanding but we always do reallocations in November.

Q5- Did Part A programs funded in the previous grant year, match the service categories & percentages identified during the council's PSRA process? - When Zach presents the fiscal report, we can see if the spending percentages are what was determined in PRSA.

***Question: C. Droster** – Are the providers paid every 28 days?

***Response: Z. Levar** - It is every 30 days, once we get, checks go out in 30 days or less.

***Comment: S. Harris** - With some areas, it is a comprehensive survey approach, as the assessment is designed to make sure providers get budgets they need in a timely manner so they can serve the PLWH in a timely manner. When and if partners work together, that is a good measure if the AEAM is working.

***Comment: J. Patterson** – Perhaps the Showcase of Providers can open up to the wider community, as it may be helpful to smaller organizations that want to refer RW services. It shows good stuff RW offers.

***Response: Z. Levar** - We usually do this in early March and can make it more open to people, post a link and if others interested we can get links out to them.

Standing Business -

Training Opportunities for S&F Committee Members

S. Harris – Perhaps training that gives a good snapshot on patterns of spending, utilization, etc.

C. Droster – Look at categories over-funded in S&F committee, not necessarily in workgroup.

K. Dennis – As PSRA went well and smooth, maybe explaining the scoring process again would be helpful, especially for new people. The first question can be tricky, because the numbers are backwards.

S. Harris - Each year, the goal is to make it clear and understandable, better than the previous year.

J. Patterson - Thinking on Robert's mention of having ongoing dialog between CLC & S&F, discussing things like data from surveys and other above-and-beyond conversations. Maybe in January, before PSRA, a joint meeting can take place.

C. Droster - We did discuss CLC present semi-annually, but never set up a date.

S. Harris - They may want to share with the committee next month. We will reach out and see.

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Parking Lot - None

Announcements

C. Droster - Thanks to the S&F committee and the workgroup for everything done this year. It could not have happened without you.

K. Dennis - Women's Healing Weekend, sponsored by AIDS Funding Collaborative for Women and Transwomen living with HIV. Friday, October 7th – Sunday, October 9, 2022, Hiram House – 33775 Hiram Trail, Moreland Hills, Ohio 44022, hiramhousecamp.org. Please register by September 30, 2022 online at: www.eventbrite.com/e/womens-healing-weekend-tickets-381048064017. For more info contact: Kimberlin Dennis (216) 374-3980 or Halima Grant (216) 246-8339.

Adjournment

Motion: K. Dennis

Seconded: C. Barnett

Attendance

		Jan	Feb	Mar	Apr	May	June PSRA	Aug	Sep	Oct	Nov
	S & F Members										
1	Clinton Droster, Chair	20	20	20	20	20	20	20			
2	Julie Patterson	20	20	20	20	0	20	20			
3	Michael Deighan	20	20	20	20	20	20	0			
4	Jeff Mazo	0	0	0	0	0	0	0			
5	Clifford Barnett	20	20	20	10	10	10	10			
6	Naimah O'Neal	10	10	10	10	10	10	0			
7	Jeannie Citerman-Kraeger	10	10	10	10	10	10	10			
8	Jason McMinn				10	0	10	10			
	Total in Attendance	6	6	6	7	5	7	5			

PC Members: K. Dennis, L. Yarbrough-Franklin

Attendees: Prince

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