

**GREATER HAMPTON ROADS HIV HEALTH SERVICES**  
**NOTES OF THE PLANNING COUNCIL DISCUSSION**  
**Thursday, January 27, 2022: 5:00 p.m.**

**Call to Order:** The Planning Council virtual meeting for the Greater Hampton Roads HIV Health Services Planning Council, held via Zoom on Thursday, January 27, 2022 was called to order at 5:06 p.m.

**Present:**

Clay Porter  
Lynea Hogan  
Walton Rouse-EVMS  
Lisa P. Laurier  
Rachael Artise  
Dr. Michael Bane  
Jerome Cuffee

**Absent:**

Cindy Walters  
Davon White  
Lexus Walker  
Terry R.J. Carrington  
Rhonda Russell  
Meyoni Beale  
Syreeta Dawkins  
Jonathan Albright Williams  
Ashley D.D. Brown

**Introduction of Guests**

Kristen Donovan-VDH  
Miesha Houston-VDH  
Tonya Pacelli-VDH  
Yasmine Black  
Sharon Scott  
Doris McNeill-  
Sylvester Askins  
Dr. Tanya Kearney-EVMS/AIDS Resource Center  
Vonda McKeithan-EVMS/AIDS Resource Center  
Shelly Banks-EVMS/AIDS Resource Center  
Melissa Ferguson-Albemarle Regional Health Services

**Recipient Staff:**

Christine Carroll  
Michael Dedeaux

**Planning Council Support Staff**

Thomas Schucker  
Deryk M. Jackson  
Teresa Malilwe

**The Planning Council did not make a quorum for an official meeting to vote on recommendations from the committees.**

**Moment of Silence and Reflection:**

A moment of silent reflection was observed for those affected and infected by HIV/AIDS.

**Confirmation of Notice of Meeting Posting:**

The notice of the meeting was posted to the Norfolk TGA website: [www.ghrplanningcouncil.org](http://www.ghrplanningcouncil.org). There was no response to the notice of meeting posted.

**Public Comment and Discussion:**

There was no public comment or discussion.

**Review of Minutes:**

There was no motion to vote on Minutes because of lack of a quorum

### **Planning Council Activity Timeline (P-CAT)**

For the month of January, the Planning Council will:

- Receive monthly reports from Standing Committees
- Hear Program Updates and Collaboration with the Recipient's Office
- Review and Resolve Parking Lot Items
- Review Scope of Work and Planning Council Activity Timelines (P-CAT).

### **Committee Reports:**

#### **Community Access Committee:**

The Community Access Committee met as scheduled on January 12<sup>th</sup>. The committee:

- Continued to plan for the Statewide Consumer Retreat scheduled, tentatively, for the weekend of June 25<sup>th</sup>/26<sup>th</sup> in Wakefield, Virginia.
- Worked on preparations for a virtual Consumer Forum/Town Hall. This will be a two-days event April 20<sup>th</sup> and 21<sup>st</sup>. Sessions will be for one hour in the evenings on the scheduled dates. The focus of the Town Hall will be on Recruitment and Retention.
- Finalized the Consumer Survey. It was scheduled for release on February 9<sup>th</sup>, pending final approval by the Planning Council.
- Discussed plans for a Cookout for some time in September. The committee is currently working on the program for Cookout.

The committee is currently working on creating and updating a promotional video for the upcoming Statewide Consumer Retreat and committee events.

The next committee meeting will be Wednesday, February 9<sup>th</sup>, at 6:00 p.m.

#### **Priorities, Allocations and Policies Committee:**

The committee met prior to the Planning Council meeting. The committee discussed the reallocation of funds between line items. It was noted that there is a standing Directive in place for the Recipient for Rapid Reallocation/s as follows:

- After October 30<sup>th</sup> of every year, the Recipient's Office may reallocate Service Category allocations without a 10% cap.
- The Recipient's Office will report all reallocations to the Priorities, Allocations and Policies (PAP) Committee at the next scheduled committee meeting following the reallocation.

The committee reviewed the Expenditure Summary Report for the period ending December 31, 2021. The target was at 83% and overall, the TGA is at 52%. The low percentage in expenditures is because some providers are several months behind in reporting expenditures.

#### **Quality Improvement/Strategic Planning (QISP) Committee:**

In the absence of the committee's Co-Chairs, the report was presented by Jerome, the Planning Council Co-Chair. He noted that the committee met on Tuesday, January 18<sup>th</sup> at 4:00 p.m. The committee:

- Discussed the Triennial Needs Assessment. The committee also reviewed and worked on the survey. The Chair commended Dr. Kearney, Ms. McKeithan, and Clay for their work putting the survey together.
- The committee received guidance from the Project Officer not to include Performance Measures in the Care Standards. Copy of the revised Standards will be emailed to the committee for review and discussion at the February 15<sup>th</sup> committee meeting.

- The committee discussed the Annual Committee Budget Request and the RFP for the Triennial Needs Assessment. It was noted that an RFP for Planning Council Support will soon go out together with an RFP for all services. Conducting the Triennial Needs Assessment will be included in the RFP for Planning Council Support scope of work. The Annual Committee Budget Request Form will be sent out, from the Recipient's Office, to all committees for completion.

## **Program Updates:**

### **RW Part A Program Manager's Report:**

- The Program Manager noted that the RFP for all Services and for the Planning Council Support will go out on Friday, January 28<sup>th</sup>. She asked Council members to encourage people to check the City of Norfolk webpage for the announcement.
- The Program Manager stated that the Part A Norfolk TGA received partial funding which was less than \$2,000,000 (Two Million Dollars). There is no indication as to when the rest of the grant will be received.
- Ms. Wiggins has taken a position in another Department within the City of Norfolk. She, therefore, is no longer with the Part A Ryan White Program. Her position, Program Monitor, will be advertised, accordingly.

### **Part B Update:**

Due to other commitments, the Part B Representative could not attend the Council meeting, and therefore, sent an update to Support Staff for presentation to the Council:

- The Virginia Ryan White Part B Comprehensive Site Visit is going well and will wrap up tomorrow and we have received a lot of positive feedback from our federal funder.
- Our last VA MAP call was on Friday, Jan. 21, 2022 and discussed Provide. The slide deck for the presentation on Provide is available on the VA MAP webpage.
- (This may be a repeat but wanted to provide if not) Enrollment numbers as of most recent date: Totals are from 8/16/2021 before transition into Provide began. Total VA MAP enrollment: 5017
  - HIMAP -- 1193
  - MPAP -- 888
  - ICAP -- 824
  - DMAP -- 2112
- It will take the next couple weeks, now that Phase II is completed, to review and validate enrollment reports. Our Recertification initiative is still ongoing.
- We thank everyone for their patience during the transition to the new data system.
- Provide Enterprise Phase II went live Jan. 26, 2022.
  - Subrecipients should have received an email yesterday (after 5 p.m.).
  - User IDs for staff at the subrecipient agencies will be activated over the next 3 business days. All users should be activated by Monday, January 31.
- This phase of implementation allows the subrecipients to enter RWB eligibility directly into the Provide system - should not have to use the web portal anymore.
- Users should not attempt to access the system until they receive the email notification from [vaprovide@vdh.virginia.gov](mailto:vaprovide@vdh.virginia.gov), informing them their user ID has been activated.
- A new weblink dedicated to Provide information and updates was created -- [www.vdh.virginia.gov/disease-prevention/ddp-provide-system/](http://www.vdh.virginia.gov/disease-prevention/ddp-provide-system/)

- Part B started the preparations for our Ryan White Services Report (the RSR) and will be reaching out to subrecipients with further information and deadlines.

Dr. Kearney requested Part B to break down the enrolment numbers for the Eastern Region. In response, Kristen indicated that the request will be presented to the individual responsible for this task at VDH.

**Part C Update:**

The Part C Representative presented the following summary report of Ryan White Part C, EIS activities from September 30, 2021 through January 27, 2022.

1. The Part C resident geographical area covers patients residing in the following areas:
  - a. Norfolk TGA,
  - b. State of Virginia, and
  - c. North Carolina, inside and outside of Currituck County
2. The award performance period is May 1 through April 30.
3. Costs not covered by Parts A and B
  - a. Parts A and B claims paid after those grants closed but before the Part C closes. Mental health and other cost shares are examples.
  - b. Costs for TGA patients not covered by Part A due to limited TGA funding
  - c. Costs for oral health provided non-TGA providers
  - d. Costs for rare other services needed but not covered by Parts A or B. An example is transportation or food assistance for a North Carolina patient that resides outside of the TGA.
4. The below data covers patients served during the period between September 30, 2021 through January 27, 2022.

<b>Service</b>	<b>09/30/21 through 10/28/21</b>	<b>10/29/21 through 11/25/21</b>	<b>11/26/21 through 12/23/21</b>	<b>12/24/21 through 01/27/22</b>	
Non-MCM	45	51	46	32	
Food Bank	0	0	0	0	
HIPCSA	8	3	2	0	
Oral Health	7	2	6	4	
Office Visits/Labs	43	55	40	28	
Medical Transportation	0	0	0	0	
Total Unduplicated Patients	71	80	73	56	

**HOPWA Update:**

In the absence of the HOPWA Representative at the meeting, there was no HOPWA update presented to the Planning Council.

**Announcements by Members:**

There was no announcement by members.

**Adjournment:**

With no further business to discuss, a motion was moved by Lynea and properly seconded by Clay to adjourn the meeting. The motion passed.

Respectfully Submitted:

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Jerome Cuffee – P.C. Co-Chair