



**GREATER HAMPTON ROADS HIV HEALTH SERVICES
PLANNING COUNCIL
Priorities, Allocations & Policies Committee Minutes
Norfolk Department of Human Services
Thursday, May 28, 2015**

Call to Order: The meeting was called to order at 3:02 p.m.

Moment of Silence: A moment of silence was observed for people who are infected and affected by HIV/AIDS.

Roll Call:

The following were in attendance:

Lisa Laurier, Jerome Cuffee, Charmaine Brown, Gloria Anderson, Robert Hargett-Grantee Staff, Jacquelyne Wiggins-Grantee Staff, Jeff Daniel-P.C. Support, Teresa Malilwe-PC Support Staff.

Excused:

André B. Christian, Katrina Fontenla, Anthony Ruffin, Kanedra Nwajei, Christine Carroll-Grantee Staff.

Absent:

Cynthia Banks.

Review of Minutes: Minutes of the last meeting were reviewed. A motion to approve the minutes as written was moved by Gloria and seconded by Charmaine. The motion passed.

Old Business:

Review Planning Council Activity Timeline (P-CAT): The committee is on track with regards to the monthly activities.

Review Expenditures by Service Category: The Grantee Staff presented the FY 2015 Ryan White Part A Expenditure Summary for the period ending March 31, 2015 dated May 28, 2015. The FY 2014 final expenditure report will be made available at the June meeting. As noted, the TGA received only 80% of its funding for the year, the target rate will, therefore, only be 10%. Most services were on target. However, some services such as HIPCSA-Office Visits was at 14%, Housing Assistance was at 17%, and EFA was at 18%. These over expending services may pose a reallocation opportunity in future. Non-Medical Case Management and MAI were on target at 10%. There was discussion regarding VDH funding. In previous discussions, the Grantee's Office had recommended giving the funds to VDH at the beginning of the grant year rather than waiting until the end of the year.

Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information: The PSRA Session has been scheduled for Thursday, July 30, 2015 at the Norfolk Botanical Gardens, from 9:00 a.m. to about 3:00 p.m. The committee agreed to hold the Mandatory PSRA Training on Thursday, July 23, 2015 at the Norfolk Department of Human Services. Council members will be requested to vote on the time for the training. With regard to data sets, the same information from last year will be used because this is only the second year of the current Needs Assessment. However, there will be updated service utilization data from the last grant year. Quality Improvement Management will also be introduced into the Process.

Joint Priorities, Allocations and Policies Meeting with Providers and the Community Access Committee: In order to get input for the Priority Setting and Resource Allocations Session, it was agreed that the committee will meet with Providers and the Community Access Committee on June 17, 2015. The committee will meet with providers from 5:00-6:00 p.m. and with the Community Access Committee from 6:00 to 7:30 p.m. The Community Access Committee will be requested to allow the Priorities, Allocations and Policies committee to be included on their agenda.

Other Business: There was no other business to discuss.

Adjournment/Next Meeting: With no further business to discuss, it was moved by Charmaine and properly seconded by Gloria to adjourn the meeting. Motion passed.

Respectfully submitted,

Lisa P. Laurier - Chair