

GREATER HAMPTON ROADS HIV HEALTH SERVICES
MINUTES OF THE PLANNING COUNCIL MEETING
Thursday, October 25, 2018: 5:00 p.m.
Norfolk Department of Human Services
741 Monticello Avenue, Norfolk

Call to Order: The meeting was called to order at 5:00 p.m.

Moment of Silent Reflection: A moment of silence and reflection was observed for those affected and infected by HIV/AIDS.

Roll Call: The membership roll was called, and the following were in attendance:

Beverly Franklin	Cindy Walters
Deryk M. Jackson	Earl Hamlet
Gloria Robinson	Gwendolyn Ellis-Wilson
Lisa P. Laurier	Lynea Hogan
Michael Singleton	Rachael Artise
Todd England	Tony Boston

Absent Members:

Catherine Derber	Darrell Brisbon
Doris McNeill	Gregg Fordham
Tarena Williams	Rev. Theodore Lewis

Staff:

Robert Hargett-Grantee Staff
Thomas Schucker P.C. Support
Michael Koran-PC Support

Introduction of Visitors:

- Visitors at the meeting introduced themselves and stated their affiliations.

Review and Approval of Minutes:

After review, the Council accepted a motion to approve the minutes as written.

Program Updates:

Norfolk TGA Program Manager's Report:

In the absence of Christine, Robert presented the Recipient's report. He stated that the HRSA Project Officer is planning a Site Visit to the Norfolk TGA in May 2019. It will be a comprehensive Site Visit, which will include a look at Part A Administration, Planning Council operations. The HRSA guests will also speak to some Norfolk TGA Part A Sub-Recipients and have some conversations with consumers. Robert noted that the Planning Council will know more about the specific agenda nearer the time of the visit.

Part B (VDH) Update:

The Part B ADAP update, dated October 25, 2018 was distributed to the Council for review. The ADAP update covered the:

- Norfolk TGA ADAP Enrolments by Program, Number of Clients and the Percentage for:
 - ADAP Direct:
 - 658 clients: 29.55%
 - MPAP (Medicare Part D Assistance)
 - 153 Clients: 6.9%

- ICAP (Insurance Continuation Assistance Program)
 - 122 Clients: 5.5%
 - HIMAP (Health Insurance Marketplace Assistance Program)
 - 1300 Clients: 58.2%
 - Total: 2233 Clients: 100%
- VDH Quality Management Summit will take place on October 30th at 235 E. Main Street in Norfolk. The agenda will include a presentation on Preparing for Medicaid Expansion and the ACA enrollment. All Ryan White Parts are invited.
 - The Government announced November 1 the start date for Medicaid Expansion enrolment with January 1, 2019 as the effective date.
 - Starting November 1, Virginia will start accepting applications under the Expanded Medicaid Eligibility rules. More information is available at www.coverva.org/expansion/advocates.html.
 - DMAS will host a series of lunchtime webinars to provide information. Webinars will take place each day from 12:00 noon to 1:00 p.m. on the following dates:
 - Wednesday, October 24th
 - Thursday, October 25th
 - Friday, October 26th
 - Monday, October 29th
 - Tuesday, October 30th
 - Wednesday, October 31st
 - Thursday, November 1st
 - Friday, November 2nd

Save the Date: The Case Management Summit is scheduled for March 1st and 2nd, 2019 in Richmond.

Part C Update:

In the absence of Part C Representative, the following Part C Update was presented by the Council Chair:

- September RW Part C Data Update:
 - Total number of active RW Part C Clients: 203: (uninsured 45; insured 158, total active 119).
 - Number of Inactive clients: 63 (2 failed to provide income information, 1 failed to provide residency, 21 failed to complete their annual renewal, 39 failed to complete their annual recertification).
 - Total Permanent Inactive: 21 (2 deceased, 1 incarcerated, 14 relocated from the area, 2 relocated to another Provider and 2 switched to Part A).
 - YTD RW Part C Clients without an office visit in 2018: 19%
 - TD RW Part C Clients without labs in 2018: 14%

HOPWA Update:

There was no qualitative or quantitative HOPWA update. However, the HOPWA Representative gave the HOPWA Needs Assessment Survey update. She stated that the first three forums were completed as scheduled. Council members were encouraged to take the on-line Needs Assessment Survey. The survey will open until the third week in November. The survey is open to the public in this region. The HOPWA Representative commended Collaborative Research Staff for the survey questions. After the survey is completed, the data collected will be helpful also, to the Ryan White Norfolk TGA.

Reports of Special Committees:

Executive Committee:

The Executive Committee met as scheduled. The Committee confirmed all the sub-committee reports which were presented by Co-Chairs of their monthly committees' activities. The committee reviewed the monthly Expenditure Summary Report. The committee presented a motion to the Council to cancel all committee meetings for the month of December, including the Planning Council Holiday gathering. The motion passed.

Community Access Committee:

The Committee met on Wednesday, October 10th. The committee discussed follow up regarding the Kick Back Event which was held on Saturday, September 29th. The committee agreed to cancel the Health Fair, which was scheduled for December 2018 and was planned to include the ACA enrolment.

Membership and Nominations Committee:

The Membership and Nominations Committee met and was chaired by Rachael in the absence of the Committee's Co-Chairs. The committee will review the three applications that were deferred from the past meetings and will also review the new application at the January 2019 meeting. The committee reviewed the Norfolk TGA Matrix and discussed options of how to fill the vacant slots on the Matrix. Further discussion was deferred to the January 2019 meeting.

Priorities, Allocations and Policies Committee:

The committee did not meet in the month of October. However, during the Executive Committee meeting, the committee discussed the Expenditure Summary Report for the period ending August 31, 2019 dated October 15, 2018. The target expenditure was at 50%. However, overall, the TGA was at 45%. It was noted that some categories were underspent, such as HIPCSA at 20%. It is expected that the service category will pick up in the month of January 2019.

Quality Improvement & Strategic Planning Committee:

The Quality Improvement & Strategic Planning Committee did not meet as scheduled. The committee asked the Recipient's Office for information regarding viral suppression rates in alignment with service categories. The following information was submitted by the Recipient's Office for anyone who touched services, for the period March 1 to August 1, 2018:

- Drug Reimbursement: 63.5%
- Case Management-Non-Medical: 91%
- Early Intervention Services: 62%
- Emergency Financial Assistance: 83%
- Food Bank/Home Delivered Meals: 94.5%
- HIPCSA: 87%
- Medical Case Management: 81%
- Medical Transportation: 83%
- Mental Health Services: 100%
- Oral Health/Dental Services: 86.8%
- Outpatient/Ambulatory Health Services: 68.8%

At the January 2019 meeting, the committee will redefine the following services:

1. Food Bank/Home Delivered Meals services
2. Emergency Financial Assistance

By January, the HOPWA Needs Assessment Survey will be completed, and the committee will have more data from HOPWA regarding housing and legal services to present to the Planning Council. The committee will also be reaching out to the Recipient's Office in the Norfolk Health Department in the recent Needs Assessment Survey to bring the data to the Planning Council as well.

Special Orders:

There were no special orders.

Unfinished Business:

There was no unfinished business to discuss.

Old Business:

Planning Council Support with Collaboration from Grantee's Office: The Planning Council Support has been collaborating with the Recipient's Office. Support Staff participated in the monthly teleconference with the Project Officer. Support Staff turned in the Corrective Action Plan for Reflectiveness. The Norfolk TGA needs to fill the vacant slot for a State Government-Medicaid Agency Representative. The committee will, therefore, be realigning the Norfolk TGA Federal Reflectiveness. The committee will also be working to recruit young white males who are Part A consumers to the Planning Council.

New Business:

The Co-Chair discussed a letter from the Department of Health and Human Services regarding viral suppression. The letter outlines recommendations for Health Resources and Services Administration's (HRSA) HIV/AIDS Bureau (HAB) Ryan White HIV/AIDS Program (RWHAP) recipients and subrecipients as they incorporate messages on the impact viral suppression has on HIV transmission in service delivery. HRSA strongly encourages RWHAP recipients and subrecipients, planning bodies, and providers to leverage their expertise and RWHAP infrastructure to incorporate viral suppression messages in service delivery settings where PLWH are engaged, by:

1. Involving PLWH in the decision-making process of their HIV treatment and their sexual health,
2. Developing a trusting relationship with their patients,
3. Assessing barriers to treatment adherence, and
4. Supporting PLWH to achieve and maintain health outcomes.

The committee noted that even with undetectable viral loads, individuals are still vulnerable and should be encouraged to use protection even if they are on PrEP.

Feedback Survey:

Because of minimal responses to the feedback survey monkey, Support Staff introduced the *e2polls* process of administering the survey. Council members and visitors alike, were, therefore, asked to do a live survey in real-time using their smart phones. The Council opted to see the questions only. The Membership and Nominations Committee will present the results to the Planning Council after review at that committee level.

Any Other Business/Announcements:

Earl reminded Council members about and encouraged them to participate in the upcoming AIDS Walk scheduled for Saturday, December 1, 2018. The Gala is scheduled for Friday, November 30th.

Presentation on Housing:

Vanessa Larking, the Director of Housing Programs at the LGBT Life Center, attended the Planning Council meeting to give an overview of HOPWA services which are

currently provided at the LGBT Life Center. Ms. Larkin noted that the Center offers the following services:

- TBRA
- PHP
- STMUR

She discussed the number of clients for the services, the legibility and the documents required to show legibility, and the circumstances under which an individual can seek assistance.

Ms. Larkin stated that an outreach person/case manager has been hired for the Peninsula. The Center would like to provide representation for the whole Region. Currently, they are heavily represented on the Southside. The Center is, right now looking at the waiting list to make it equitable for the whole Region.

Next Meeting:

The January 2019 Planning Council/Sub Committee meetings' schedule is as follows:

Wednesday, January 9 th , at 6:00 p.m.:	Community Access Committee
Thursday, January 17 th , at 3:00 p.m.:	Membership/Nominations Committee
Thursday, January 17 th , at 4:00 p.m.:	Quality Improvement & Strategic Planning Committee
Thursday, January 31 st , at 3:00 p.m.:	Priorities, Allocations/Policies Committee
Thursday, January 31 st , at 4:00 p.m.:	Executive Committee
Thursday, January 31 st , at 5:00 p.m.:	Planning Council

However, the Community Access Committee will meet on Wednesday, November 14, 2018 at 6:00 p.m.

Adjournment: There being no further business, a motion was accepted to adjourn the meeting.

Respectfully Submitted:

Rachael Artise – P.C. Co-Chair

Gwendolyn Ellis-Wilson- PC Co-Chair