

GREATER HAMPTON ROADS HIV HEALTH SERVICES
MINUTES OF THE PLANNING COUNCIL MEETING
Thursday, March 29, 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: The Council observed a moment of silence and reflection 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, Darrell Brisbon, Doris McNeill, Gregory Fordham, Gwendolyn Ellis-Wilson, Kanedra Nwajei, Lynea Hogan, Pierre Diaz, Rachael Artise, Tarena Williams, Rev. Theodore Lewis, Todd England.

Absent Members:

Catherine Derber, Deryk Jackson, Earl Hamlet, Leonard Recupero, Lisa P. Laurier, Michael Singleton, Tony Boston.

Staff:

Christine Carroll-Program Manager, Robert Hargett-Grantee Staff, Michael Koran-P.C. Support Staff, Teresa Malilwe-P.C. Support Staff

Introduction of Visitors:

- Ashley Brown-M.A.S.S.
- Davon White-A Hope4Tomorrow
- Tara Ingram-VBDHNP
- Melvin Cabole, M.P.H.-Eastern Virginia Medical School

Review and Approval of Minutes:

The Council accepted the motion to approve the minutes as written.

Old Business:

Program Updates:

Norfolk Ryan White Part A Program Manager's Report:

The Grantee stated that the TGA received the first partial award which would have lasted, at least, two months. The TGA received a second partial funding which would have lasted another four months. However, after meeting with the City of Norfolk Officials last Friday, they approved for the Grantee to write contracts for the full amount. All Providers received their award letters on Monday, at level funding. The City's action gives the Grantee's Office the ability to operate.

Part B (VDH) Update:

Copies of the Part B update were distributed to Council members for review and information.

The Co-Chair stated that the Minority AIDS Support Services (M.A.S.S.) was part of the Part B meeting with Benalytics in the process of how they enroll people into the ACA. The meeting was attended by other interested parties from around the State. However, the concern was that insurance providers were not at the table. The company will conduct another meeting in the region. The meeting organizer was asked to send the

information out to everyone in the region so that there is more representation to benefit the clients regionally.

Part C Update:

Dr. Derber, who did not attend the meeting, sent the following update after the meeting:

- As of February 28, 2018, Part C data was as follows:
 - 171 Total Clients - 136 active
 - 126 Insured
 - 45 Uninsured

HOPWA Update:

Copies of the HOPWA update were distributed to Council members for review. The City of Virginia Beach is, in this region, the HOPWA Grantee. They cover the following areas:

- Virginia Beach
- Norfolk
- Williamsburg, and
- Currituck County

The update presented by the HOPWA Representative covers the first and second quarters cumulative. That is, July 1, 2017 through December 31, 2017.

Under the HIV Positive Households Assisted, the HOPWA Representative noted that HOPWA:

- Provides Housing and Support Services for Persons with HIV/AIDS
- Affordable housing-homeless and non-homeless
- Special needs
- Educational services
- Employment services
- Permanent housing placement
- TBRA
- STRMU
- Case Management only

She gave a racial breakdown of the number of Households Assisted during the period which is half of the year for the fiscal year. She also discussed the Income Levels.

For Housing Assistance, only one member of the family need be HIV Positive. In this regard, the HOPWA Representative discussed the number of Individuals Assisted. This included Supportive Services and Case Management. She also discussed the number of individuals who benefited from:

- TBRA (Tenant Based Rental Assistance)
- STRMU (Short Term Rental, Mortgage, Utility Assistance)
- PHP (Permanent Housing Placement)

During the beginning of the third quarter, the funds that were budgeted for the year for the Short-Term Rental Mortgage Utility Assistance had been exhausted. The Grantee, in this case, moved funds from the Support Services Budget Line Item, and increased the available funds for the Short-Term Rental Mortgage Utility Assistance. In order to meet the need, the Grantee can, throughout the year, amend and go through an adjusted budget even if line items are reported by line item to HUD. There is, currently, only one sub-recipient for the HOPWA funds in the region.

Committee Reports:

Executive Committee:

The Executive Committee met as scheduled. Committee Co-Chairs presented reports of their committee activities for the month.

Community Access Committee

The Community Access Committee met as scheduled. The committee continued to discuss plans for the upcoming community Kick-Back event which has been postponed to June 2018. The committee will work collaboratively with the Portsmouth Health Department. The committee is also still working on the Health Fair scheduled for November which will also include enrollment for the ACA.

Membership and Nominations Committee:

The Membership and Nominations Committee met as scheduled. The committee reviewed the recruitment pamphlet, and revised the committee's agenda. The committee will not formally every month. Some months will be designated for interviews for new applicants, interviews for reappointments and/or training for new Council members.

The chair stated that all the mandatory slots on the Norfolk TGA Matrix are filled. However, the current membership on the Planning Council is very low. The committee will, therefore, be accepting applications for membership. The recruiting brochure will be emailed to Council members for distribution to potential applicants, especially the younger demographic, college students, male Caucasian, etc... Unlike the current practice, Support Staff was requested to count positive individuals who work for agencies as part of consumers on the Planning Council.

Priorities, Allocations and Policies Committee:

The committee met as scheduled, on Thursday March 29th prior to the Executive/Planning Council meetings at 3:00 p.m. The committee discussed the PSRA Session which will be held on Thursday, June 21 at the Kroc Center from 9:00 a.m. to 5:00 p.m. The Session will include the Mandatory Training, which will be scheduled on the same date. The committee reviewed datasets for the upcoming PSRA Session. Data Requests for the PSRA Session will be submitted to the Recipient's Office and the Virginia Department of Health.

The committee also reviewed the Expenditure Summary Report for the period ending January 31, 2018 dated March 9, 2018. The target expenditure was at 92%. However, the TGA was at 79% expenditure. Next month's Expenditure report will reflect a more accurate figure, after the deadline of April 16th when providers were asked to submit their final expenditures. This is when the TGA will be closing out the grant year, and will be on track to quickly request a carryover.

The next committee meeting will be Thursday, April 26th at 3:00 p.m.

Quality Improvement & Strategic Planning Committee:

The Quality Improvement & Strategic Planning Committee met on Thursday, March 19th as scheduled. Ms. Thorner, from Training Resources Network, Inc. attended the Committee meeting to provide a summary of findings for Mental Health and Substance Use. The chair requested that the Summary of Findings be posted on the Norfolk TGA website for Council members to collectively review the document.

Because of the decision by one Mental Health Agency not to take Ryan White clients, a Council member wanted to know how such a decision will affect the clients and how the decision will affect the demographics of the Planning Council for mental health. It was

noted that Ryan White clients with insurance can visit any psychiatrist they want including private psychiatrists. This will make it difficult to record the demographics. However, numbers will not record under Mental Health, but will be captured in HPCSA. This, therefore, will mean that there will be a reduction in allocation for Mental Health/Substance Use Services.

The last meeting was also attended by Dr. Derber and Ms. Heather Paschal, the Pharmacist from The Hague Pharmacy. The two guests were in attendance to assist and to guide the committee in the review of the Norfolk TGA Part A Formulary. The committee recommended that copies of the Formulary be sent to Medical Physicians for their input. The request to physicians, for input, was sent out the day after the committee meeting; with a due date.

On Friday, April 13th, Carrie Rhodes is scheduled to come and do the in-service on ADAP; including the ADAP Formulary as it relates to the Part A Formulary, MPAP, and ICAP, at the AIDS Resource Center. An email to this effect will be sent out to Council members for information.

Monthly Monitoring Teleconference with HRSA Project Officer: Thomas participated in the monthly monitoring teleconference with the HRSA Project Officer and provided a report of the Planning Council/Committee monthly activities.

New Business:

Norfolk TGA Website: As of Friday, March 30th, the Web Designer will be updating the whole menu on the Norfolk TGA website. By the April Planning Council meeting, the website will be up and running completely.

The link for the Feedback Survey will also be emailed to Planning Council members after the meeting.

Any Other Business/Announcements:

On March 3, 2018 the New Calvary Baptist Church HIV/AIDS Ministries held a Panel Discussion for the Women and Girls HIV/AIDS Awareness Day. The Panel Discussion was attended by Dr. Christian who invited the Panelists to do a 30-minute discussion on his five radio stations, on Saturday, March 31st. Henceforth, every month, the Ministry will run a 30-minute radio show on one of his radio stations.

Pierre, the Planning Council Co-Chair, announced his resignation from the Planning Council. The March 29th Council meeting was his last Council meeting. He thanked Council members for the work they were doing for the HIV community. He also thanked Gwendolyn, the Council's other Co-Chair, for her commitment and dedication to the Council's work.

Nominations for another Council Co-Chair replacement will take place at the April 26th meeting. Special elections will be held at the May 31st Council meeting. Support Staff discussed the requirements for the position of Co-Chair of the Planning Council in accordance with the current Bylaws.

Next Meeting:

The next Planning Council meeting will be Thursday, April 26th, at 5:00 p.m.

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

Respectfully Submitted:

Pierre Diaz – P.C. Co-Chair

Gwendolyn Ellis-Wilson – P.C. Co-Chair