

**GREATER HAMPTON ROADS HIV HEALTH SERVICES
PLANNING COUNCIL
Priorities, Allocations & Policies Committee Minutes
Norfolk Department of Human Services
Thursday, May 25, 2017 – 2:30 p.m.**

Call to Order: The meeting was called to order at 2:50 p.m.

Roll Call:

The roll was called, and the following members were in attendance:

Committee Members:

Jerome Cuffee
Gwendolyn Ellis-Wilson
Ashley Veal

Kanendra Nwajei
Rachael Artise

Staff in attendance:

Christine Carroll-Grantee Staff
Jacquelyne Wiggins-Grantee Staff
Teresa-PC Support Staff

Robert Hargett-Grantee Staff
Thomas C.M. Schucker-PC Support

Absent Members:

Lisa P. Laurier

Moment of Silent Reflection:

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

Review of Minutes:

The committee reviewed minutes from the last meeting. After review, a motion was moved by Kanendra and properly seconded by Jerome to approve the minutes as written. The motion passed.

Review of P-CAT:

The committee reviewed the P-CAT. For the May meeting, the committee's agenda included the following:

- **Grantee's Reports:**
 - Review Expenditures by Service Category
 - Review Support Budget
- **Old business**
 - Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information
 - Review framework for PSRA (including Directives)
 - Compile unresolved issues in parking lot

Grantee's Reports:

Review Expenditures by Service Category: The committee reviewed the Final Expenditure Summary Report for the period ending February 28, 2017 dated May 23,

2017. To date, the TGA has spent 96% of the final award. The TGA could have spent more, but the close out date was changed from August to May 30th.

The committee reviewed the current expenditure summary report for the period ending March 31, 2017 dated May 8, 2017. The target expenditure was at 17%. Overall, the TGA was at 13% expended. Quality Management was at 6%, Emergency Financial Assistance (EFA) Utilities was at 5%. Some services were at 0% because some services have not yet been funded, such as The Food Bank/Home Delivered Meals. Medical Nutritional Therapy will not be funded because nobody applied for the service.

The Grantee discussed the issue raised at the April meeting about Part A getting money from VDH to help fund some services while waiting for the full award. VDH would not have a problem with the request. However, they indicated that they would not want Part A to give back the money. The City Attorney also advised that it would not be a good idea to get the money because HRSA has not given any indication of when to expect the full award. One recommendation was for Part A to stop funding a certain category and ask the State to pick up the funding for that service category, or Part A can ask VDH to pay for Part A to go to the E2-VA Reporting System completely. There was extended discussion about the merits and/or demerits of the E2-VA system. The Grantee noted that there are currently, six fully executed contracts.

Review Support Budget: There was nothing to report on the Support Budget. However, a report will be presented to the committee at the next meeting.

Old Business:

Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information: For the identified datasets, Planning Council Support Staff has already requested from both the Recipients Part A and from Part B the epidemiological profile. As a reminder of the National HIV/AIDS Strategy: Update 20/20, the committee reviewed the following information:

- National HIV/AIDS Strategy: Major Milestones.
- National HIV/AIDS Strategy: Monitoring our Progress (Nationally). Therefore, for:
 - Goal 1: Reducing new HIV Infections
 - Goal 2: Increasing access to care and Improving Health Outcomes for People Living with HIV
 - Goal 3: Reducing HIV-Related Disparities and Health Inequities
- Achieving a more coordinated National Response to the HIV epidemic

The committee also reviewed the Indicators and the Target by 20/20.

- National HIV/AIDS Strategy in Action: explains more about what certain jurisdictions or States are doing in order to become a UN AIDS 90-90-90-0 City or State; that is:
 - 90% Tested and Linked
 - 90% Retained
 - 90% Virally Suppressed
 - 0% New Transmissions

The committee reviewed the Care Continuums provided by the State; that is:

- HIV Continuum of Care in Virginia, 2016, which, as of December 31, 2016, had recorded 24,261 Persons Living with HIV with 45% of those being Virally Suppressed.
- The Norfolk TGA, according to the State of Virginia data, there are 7,036 people living with HIV in the TGA. There were 248 (66%) newly diagnosed HIV cases in

2016 who were linked to Care within 30 days. The Recipient's Office is working and/or reviewing the current data for individuals retained in Care and those virally suppressed.

The committee also discussed the CAREWare data from the Recipient's Office which included:

- FY 2017 Service Utilization Data for the following services:
 - Case Management (Non-Medical)
 - Drug Reimbursement
 - Early Intervention Services-Regular
 - Early Intervention Services-MAI
 - Emergency Financial Assistance:
 - Housing
 - Utilities
 - Medical Case Management
 - Medical transportation:
 - Bus Token
 - Van Ride
 - Taxi
 - Health Insurance Premium/Cost Sharing:
 - Lab Co-Pay
 - Medication Co-Pay
 - Mental Health Co-Pay
 - Office Visit Co-Pay
 - Specialty Co-Pay
 - Mental Health
 - Oral Health
 - Outpatient/Ambulatory Health Services
 - Substance Abuse

The HIV reported population for FY 2016 was further broken down as follows:

- Demographics:
- Client Enrollment Status
- Client Vital Status
- Gender
- Race
- Age
- HIV/AIDS Status
- Mode of Transmission
- Also, included in the data sets for review were:
 - Early Intervention Services (EIS) Regular
 - Early Intervention Services (MAI)
 - Women, Infant, Children, Youth (WICY)
 - HIV Incidence/AIDS Incidence-HIV Prevalence/AIDS Prevalence

This data will be added to the folders for the Planning Council's utilization at the Priorities Setting and Resource Allocations (PSRA) Session. The Quality Improvement & Strategic Planning Committee will submit to the Priorities, Allocations and Policies Committee, the data from the Needs Assessment Report which the committee would like to use for the PSRA Session.

Norfolk TGA Part A Bylaws: The City Attorney's Office will start reviewing the final draft of the recommended Bylaw changes next week. The Attorney's recommendations should be ready for presentation by the end of July. The Attorney's Office recommended taking out the Attendance Policy from the Bylaws so that the Council can change the policy when necessary.

Review Framework for PSRA (including Directives): The committee agreed to defer the review of the Framework for the PSRA to the June 29th meeting. This will enable the committee to put the datasets into their work books.

New Business:

There was no new business on the agenda.

Unresolved Issues in Parking Lot:

The committee did not have unresolved issues in the parking lot.

Other Business:

The committee will meet the last Thursday of every month at 3:00 p.m. The committee meeting time will only change if and when the committee has a lot of business to discuss.

The Bridges 757 with the HIV campaign collaborators will hold a forum at Norfolk State on June 12, 13, and 14. They will break it down in the following categories:

1. African-American gay and bisexual men on the Peninsula;
2. Transgender women in Norfolk; and
3. Gay and bisexual men who are taking PrEP.

Copy of the flyer will be emailed to the Support Office for distribution to Planning Council members.

The Grantee Staff discussed the Cultural Competency Training which was held last week. The training included, inter alia, focus on MSMs of Color; counseling and stigma, and Transgender Care; cultural competency for those who serve the transgender population. The training was well received. The recommendation was that cultural competency training should be introduced all across the board.

Adjournment/Next Meeting: With no further business to discuss, Gwendolyn moved a motion and was properly seconded by Ashley to adjourn the meeting. Motion passed. The next meeting will be Thursday, June 29th, at 3:00 p.m.

Respectfully submitted,

Rachael Artise – Co-Committee Chair