

**GREATER HAMPTON ROADS HIV HEALTH SERVICES
MINUTES OF THE PLANNING COUNCIL MEETING
Thursday, October 26, 2017: 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.

Welcome/Introductions:

The Co-Chair welcomed Council members and visitors to the meeting and thanked them for taking time to come and attend the Planning Council meeting.

Moment of Silent Reflection: The Council observed a moment of silent reflection for those who continue to fight the infection and those who have succumbed to the disease.

Roll Call: The membership roll was called and the following were in attendance: Beverly Franklin, Cindy Walters, Darrell Brisbon, Deryk Jackson, Doris McNeill, Earl Hamlet, Gregory Fordham, Kanedra Nwajei, Lisa P. Laurier, Lynea Hogan, Michael Singleton, Pierre Diaz, Rachael Artise, Tarena Williams, Rev. Theodore Lewis, Todd England.

Absent Members:

Catherine Derber, Gwendolyn Ellis-Wilson, Leonard Recupero, Tony Boston

Staff:

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

Review and Approval of Minutes:

Minutes from the last meeting were reviewed. A motion was moved by Gregory and properly seconded by Rev. Lewis to approve the minutes as written. The motion passed.

Introduction of Visitors:

The following visitors introduced themselves: Darnell Barrington-VDH, Gloria Robinson-VDH, Hunter Robertson-VDH, Tanya Kearney-AIDS Resource Center, Ashley Veal-M.A.S.S., Andrew Friedman-City of Virginia Beach, Tiphonie Bivens-Project C.H.O.I.C.E.

Old Business:

Planning Council agenda:

- *Planning Council Support with Collaboration from Grantee's Office:* The Ryan White Norfolk TGA Part A successfully submitted the FY 2018/2019 Grant Application on Thursday, October 26, 2017.

Norfolk Ryan White Part A Program Manager's Report: During the monthly Monitoring teleconference, the Project Officer stated that FY 2018 All Grantees Conference will be held in Washington, D.C. The date for the Conference will be announced later. The number of attendees from each jurisdiction has been increased from five to seven and will comprise Grantee Staff, Planning Council members and, for the first time, a service provider. The Planning Council will be updated as information becomes available.

Committee Reports:

Executive Committee:

The Executive Committee met as scheduled, and reviewed the reports from all the other sub-committees. Recommendations for a vote will be presented as committees submit their reports. The Planning Council Co-Chairs and Support Staff will reach out to all Council members for the best date to hold the December Planning Council meeting. The date will be voted on at the November meeting. The recommended dates are; either Wednesday, December 13th, Thursday, December 14th, or Friday, December 15th. There will be no official business for this meeting unless, a recommendation for allocations comes from the Grantee's Office. Council members are encouraged to attend the December meeting.

Reminder: Committees will not meet in the months of November and December. The only meetings for those two months will be:

- Community Access Committee: Wednesday, November 8th at 6:00 p.m.
Wednesday, December 13th, at 6:00 p.m.
- Executive Committee: Thursday, November 16th at 4:00 p.m.
- Planning Council: Thursday, November 16th at 5:00 p.m.

The December meetings for the Executive Committee and the Planning Council, will be confirmed at the November meeting.

Community Access Committee:

The committee met on October 11, 2016 to discuss the community cookout event which was held on Saturday, September 30th. The committee discussed their feedback on what was done right and what areas should be improved upon. About seventy (70) people attended the event. Surveys were administered to capture data about service delivery in the TGA. The committee also discussed plans for the next community event scheduled for January 2018.

Membership and Nominations:

The Membership and Nominations Committee met on October 19th as scheduled. Two applicants for reappointment were interviewed. The recommendation for the reappointment of the two individuals will be presented to the Planning Council for a vote.

The committee expressed concern at the low turnout at the monthly Planning Council training sessions. The Membership and Nominations Committee will review different options to boost attendance.

With regard to the Federal Reflectiveness Mandate, the Norfolk TGA Part A Planning Council needs to increase its membership of Caucasian male consumers ages 18-23. The mandate also suggests an increase in membership of Hispanic/Multi-Race/Other unknown consumers. These increases will accurately represent the racial and ethnic makeup of the TGA.

The committee reviewed the September Planning Council Feedback results and noted the need to reframe the questions to capture more relevant data.

The committee discussed strategies to increase recruitment and proposed submission of flyers pertaining to recruitment to the Membership and Nominations Committee by its members and by Planning Council members, for discussion at the January meeting. The next committee meeting will be on Thursday, January 18, 2018 at 3:00 p.m.

The Membership and Nominations Committee presented a motion to approve the reappointment to the Planning Council of Mr. Earl Hamlet and Ms. Rachael Artise. The motion was properly seconded by Lisa. The Council voted unanimously to accept the reappointment of Mr. Earl Hamlet and Ms. Rachael Artise.

Priorities, Allocations and Policies:

The committee met as scheduled. The committee had two recommendations to present to the Planning Council for a vote. The committee presented a motion:

- To reallocate \$14,444.00 from the Food Bank/Home Delivered Meals Services into the Medical Transportation Services. The motion was unanimously accepted.
- Since the committee is not meeting until January 25, 2018 the committee presented a motion to lift the 10% Rapid Reallocation Directive, for the Grantee to transfer funds, when needed, until the end of the Grant Year. If reallocations become necessary, the Grantee will report to the Executive Committee and the Planning Council during meetings in November and December. After discussion, the motion was unanimously accepted.

The committee nominated and elected Lisa and Rachael as the committee's Co-Chairs.

Quality Improvement and Strategic Planning:

The committee met as scheduled on October 19th. Three data requests were sent to the Grantee's Office. The data requests are:

- To investigate how many clients might be added to the Norfolk Part A Program if the FPL was moved from the current 400% to 500%. The Grantee is expected to present a response to the committee at the January 18, 2018 meeting.
- To share any available information regarding the Plan-Do-Study-Act (PDSA) that are in place with the current sub-recipients. The Grantee is expected to respond at the January 18, 2018 committee meeting.
- A request was also made to the Grantee's Office for surveillance data on the number of people that could be on the Affordable Care Act (ACA) but are not currently on it. The results are expected to be presented to the committee at the February 15, 2018 committee meeting. The reason for this survey is because the expenditure in the Primary Medical Care category is still high in spite of the use of the ACA to cover the cost of medical visits

The committee reviewed the Early Identification of Individuals with HIV/AIDS (EIIHA) Plan which is an integral part of the Grant Application. The Plan is utilized to identify people who are unaware, people who are out of care, and people who are lost to care, which is the Early Intervention Services (EIS) Program. The three EIIHA populations for this year, as determined by the Membership and Nominations Committee with the Grantee's recommendation, are:

1. Youth – 18-30 years of age
2. MSM of Color
3. Transgender population

The three populations were selected because of the high-risk behaviors, growth in the TGA, and educational needs that defy preventive measures such as safe sex practices and substance abuse restraint. The EIS Program is used to identify and also helps link the three populations to care. The committee looked at strategies and goals for these populations for the 2018 Grant Year. The revised Plan was included in the 2018/2019 Grant Application. In about January/February/March/April of next year, the Committee will begin talking with sub-recipients in identifying and letting them know what the goals are for the EIIHA Plan so that the EIS sub-recipients can start working towards those goals. The committee will look at the service standards delivery to see if the EIS Service Standard needs to be updated. Which will include what should be counted as a medical

visit and whether or not there should be a specification of how many medical visits EIS clients should have.

The committee voted and approved not to meet in the months of November and December. The next committee meeting will be on January 18th, 2018.

Copy of the revised EIIHA Plan will be emailed to committee members as requested.

Program Updates:

Part B (VDH) Update:

In the absence of Mr. Recupero, the Part B (VDH) update was presented by Ms. Gloria Robinson, as follows:

ADAP Enrollment Numbers as of 10/25/2017

Norfolk TGA ADAP enrollment numbers by program:	Clients	Percent
Traditional ADAP	585	29.5%
MPAP	141	7.1%
ICAP	83	4.2%
ACA	1174	59.2%
Total	1983	100.0%

Norfolk TGA ACA enrollment numbers for 2017 by carrier	Clients enrolled in 2016 that we have received 2017 information	Clients new to ACA for 2017	Totals
Aetna	12	0	12
Optima	837	136	973
Innovation	0	0	0
Healthkeepers	163	25	188
Total	1012	161	1173

At the end of her presentation, the Planning Council Co-Chair thanked Ms. Robinson for the update.

Part C Update: In the absence of the Part C Representative, no report was presented to the Planning Council.

HOPWA Update: Stemming from the report presented to the Planning Council at the last meeting, the HOPWA Representative distributed copies of the validated service delivery information for the previous year.

The City of Virginia Beach, which is the HOPWA Grantee in this area, is about to start their Needs Assessment this year. In this regard, the HOPWA Representative formally requested the Planning Council, through the Executive Committee, to consider assisting by putting together an Ad Hoc Committee for the HOPWA Needs Assessment focused committee.

The Planning Council reviewed the HOPWA FY 2016/2017 data for the areas covered by HOPWA which comprise: Virginia Beach, Norfolk, Williamsburg, Currituck County, EMSA. The HOPWA Representative gave the following report:

HIV Positive Households Assisted:

- Provide 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 (73 only)
- Households Assisted:
 - 122 Black/African American 52.50%
 - 15 White not Hispanic - 37.74%
 - 1 Multi-Racial – 6.5%Total: 138 Households
(67 will continue Assistance into the new Fiscal Year)

- 93 Households – 0-30% AMI (extremely low)
- 36 Households – 31-50% AMI (very low)
- 9 Households – 51-80% AMI (low)

On June 30th, 128 additional Households were in the process of being moved off the unmet needs waiting list.

- 2 heads of households became fully employed
- 36 households that were previously receiving TBRA from the Fiscal Year 2015/2016 came completely off of the needs requirements for subsidy. Their housing plan was completed and they are now stable. So, 36 households were moved off of the subsidy requirement for Fiscal Year 2015/2016.

Individuals Assisted:

Total of 258 Individuals were assisted within those 138 Households:

- 122 Males
- 128 Female
- 8 Transgender
- 50 people were children aged from newborn to 12 years old
- 83 people were under the age of 18 years
- 20 people were aged 19-30 years old
- 61 people were aged 31-50 years old
- 44 people were aged 51 and older

Of the 258 individuals, 1 person was identified as a Homeless Veteran and 1 person was identified as Chronically Homeless; both received Permanent Housing Placement.

Any Other Business/Announcements:

Project C.H.O.I.C.E.: Ms. Tiphonie Bivens, a Prevention Specialist with Project C.H.O.I.C.E. (Choosing Health Options in Challenging Environments) attended the meeting to discuss Project C.H.O.I.C.E. Ms. Bivens is part of the HIV/AIDS and Substance Abuse Awareness and prevention program at Norfolk State University. The program has been conducting on-and-off campus events for the last four years to increase awareness of the risks of HIV and promote healthy behaviors. Their latest effort has been to develop an interactive, electronic book of comprehensive HIV information titled “*Getting in the Know: A Guide to Understanding HIV and AIDS.*” Ms. Bivens presented the book, and demonstrated how it can be used for educational programming, and showed the participants how to download it for themselves.

The book can be included on the Norfolk TGA Part A website for interested individuals to download. Handouts were given to the participants at the Planning Council.

The Chair, on behalf of the Planning Council, thanked Ms. Bivens for the wonderful and educational presentation. Support Staff and the Planning Council Co-Chairs will work with Ms. Bivens to schedule a more thorough presentation of the Project at the November Planning Council meeting.

Affordable Care Act (ACA) Update: Mr. Hunter Robertson, Program Analyst in the Division of Disease Prevention at the Virginia Department of Health, attended the meeting to give an update on the Affordable Care Act and the open enrolment which starts on November 1st. Open Enrolment this year is only for 45 days. Copies of the slides were distributed to the Council for review. Mr. Hunter discussed the following issues and situations:

- The total AIDS Drug Assistance Program (ADAP) Enrolment, as of October 25, 2017
- The total Enrollment in the Affordable Care Act as of October 25, 2017
- The ADAP Clients needing to change Carriers in 2018 as of October 25, 2017
- The Affordable Care Act (ACA) Insurance Plan Coverage in Virginia, 2018
- Insurance Carrier Participation in the Health Insurance Market Place: Virginia

Hunter noted that things to keep in mind are that:

- Open Enrollment is only 45 days effective November 1st and VDH will support all the plans in the market place except the OPTIMA 5th Gold Level Plans.
- VDH is also encouraging individuals or agencies able to find off-market plans through individual insurance companies that they think can work for them, and have a good Formulary or good network, to share the information with them. If this is something that HRSA will approve, VDH may be able to support the costs as well.
- Individuals should not be dissuaded by the rhetoric out there.
- VDH is improving how it is getting the ACA information. The Department has its E-2VA manual which is an online electronic system. Agencies that are enrolling people that have access to E-2VA can input the information directly into E-2VA, thereby greatly improving the efficiency of the processing system.
- VDH also has a contractor who will be reaching out to clients and will be doing the enrollments. They will also make the first premium payments, known as *"binder payments."*

In this type of environment, Hunter urged people to make an active choice and not wait until the last minute to enroll. He encouraged people to go online to www.healthcare.gov and try to make the most informed choice to make sure that they get the care they need. The Federal Government has clamped down on Special conditions for enrollments. Individuals with special conditions will be required to show proof for those conditions.

Council members asked questions which Hunter responded to regarding the Affordable Care Act Open Enrollment, including the Market Place Plans that are available for individuals in this area.

The Council Co-Chair thanked Mr. Hunter Robertson for the presentation regarding the Affordable Care Act which was both informational and educational.

Planning Council members were requested to complete the meeting feedback survey either electronically or on hard paper. The paper surveys were made available to Council members who did not have internet access.

Reminder of upcoming meetings:

- Wednesday, November 8th: Community Access Committee at 6:00 p.m.
- Thursday, November 16th: Executive Committee at 4:00 p.m.
- Thursday, November 16th: Planning Council at 5:00 p.m.
- Thursday, January 18th, 2018: Membership and Nominations Committee at 3:00 p.m.
- Thursday, January 18th, 2018: Quality Improvement & Strategic Planning Committee at 4:00 p.m.
- Thursday, January 25th, 2018: Priorities, Allocations and Policies Committee at 3:00 p.m.

In December, the Planning Council will hold Working Holiday celebrations.

Adjournment: There being no further business, a motion was moved by Beverly and was properly seconded to adjourn the meeting. The motion passed.

Respectfully Submitted:

Pierre Diaz – PC Co-Chair