

GREATER HAMPTON ROADS HIV HEALTH SERVICES
MINUTES OF THE PLANNING COUNCIL MEETING
Thursday, June 29, 2017: 5:00 p.m.
741 Monticello Avenue, Norfolk, Virginia 23510

Call to Order: The meeting was called to order at 5:06 p.m.

Welcome/Introductions: The chair welcomed Council members and visitors to the meeting. He thanked all participants for taking time to come and attend the Planning Council meeting. He also thanked Planning Council members for electing him as Chair, Ms. Gwendolyn Ellis-Wilson as Vice-Chair, and Ms. Beverly Franklyn as Secretary of the Council.

Housekeeping Rules:

Participants were requested to turn off their cell phones or put them on silent. A member who needs to take a call, should exit the meeting room for the duration of the call. Council members should minimize side-bar conversations.

Moment of Silent Reflection: The Council observed a moment of silent reflection for those who are infected and affected with HIV and AIDS or have passed from complications of HIV/AIDS.

Roll Call: The membership roll was called and the following were in attendance: Beverly S. Franklin, Darrell Brisbon, Deryk M. Jackson, Doris McNeill, Earl Hamlet, Gregory Fordham, Gwendolyn Ellis-Wilson, Kanedra Nwajei, Lisa P. Laurier, Lynea Hogan, May Francis Baskerville, Michael Singleton, Nysheena Daniels-Kello, Pierre Diaz, Rachael Artise, Robert Bailey, Tarena Williams, Rev. Theodore Lewis, Todd England, Tony Boston.

Absent Members:

Catherine Derber, Cindy Walters, Leonard Recupero.

Staff:

Christine Carroll-RW Program Manager, Robert Hargett-Grantee Staff, Thomas C.M. Schucker-PC Support, Michael Koran-PC Support, Teresa-PC Support Staff.

Introduction of Visitors:

The following visitors introduced themselves and were encouraged to continue coming to Council meetings:

- Ashley Veal-Minority AIDS Support Services
- Sylvester Askins
- Derrick Harrison
- Jerome Cuffee
- Tanya Kearney-EVMS/AIDS Resource Center

Review and Approval of Minutes:

Minutes from the last meeting were reviewed. A motion was moved by Beverly to approve the minutes as written and was properly seconded by Doris. The motion passed with one abstention by Robert.

Old Business:

Planning Council agenda:

- Planning Council Support with Collaboration from Grantee's Office: The Planning Council Support works with the Grantee's Office in communications between the Grantee and the Planning Council. Support acts as liaison between the two. In case the Grantee cannot make it to a meeting, the Planning Council will still be abreast of the functions of what is happening as relates to the Planning Council. The Norfolk TGA should have Notice of the Grant Award by Friday, June 30th. The TGA also received the Grant Application score of 94% with very few weaknesses.

Committee Reports:

Executive:

The Executive Committee met as scheduled. The main topic of discussion was the receipt of the grant award. The committee chairs also presented reports of their committees' monthly activities. The committee discussed the report of the monthly monitoring teleconference with the HRSA Project Officer. For clarification, the chair noted that there will be no meetings in the month of July except for the Community Access Committee. The PSRA mandatory training will be on Wednesday, July 26, 2017 at the Norfolk Department of Human Services from 5:00 to 7:00 p.m., and the Priority Setting and Resource Allocations Session will be on Thursday, July 27th at the Ray and Joan Kroc Corps Community Center of Hampton Roads, in Norfolk from 9:00 a.m. to 5:00 p.m. For clarification, the chair re-emphasized that anyone who does not attend the mandatory PSRA training session cannot vote during the Priority Setting and Resource Allocations Session the following day.

Priorities, Allocations and Policies:

The committee met and reviewed the budgets. As earlier stated, the TGA has not yet received the full award. However, the chair presented the Expenditure Summary Report for the period ending April 30, 2017 dated June 8, 2017. The target expenditure was at 33%. The overall expenditure was at 26%. The Planning Council Support Budget was at 33% and overall expenditure was at 31%.

The committee also discussed the PSRA mandatory training on Wednesday, July 26th at the Norfolk Department of Human Services From 5:00 to 7:00 p.m. The Priority Setting and Resource Allocations Session is the following day on Thursday, July 27th from 9:00 a.m. to 5:00 p.m. at the Kroc Center.

The Bylaws were received from the City Attorney's Office. There were minor grammatical/typo errors that were noted by the City Attorney. Support Staff will make the recommended corrections and send the document back to the City Attorney's Office. Hopefully, the Norfolk TGA will have the revised Bylaws in place by August.

Membership and Nominations:

The committee met as scheduled, but did not have a quorum. However, the committee discussed the attendance policy. One member was in jeopardy of violating the attendance policy and was advised to submit a voluntary resignation, which he did, effective yesterday, Wednesday, June 28th. The member had work schedule conflicts which made it hard for him to attend meetings. With a voluntary resignation, he is eligible to reapply for Planning Council membership whenever he is ready to come back.

The committee reviewed the Planning Council membership for Federal Reflectiveness mandate. There are currently 46% unaligned consumers on the Planning Council. Review of new applications was deferred to the next committee meeting in August, because of lack of a quorum.

The Planning Council Chair noted that there was poor response to the request for mentors and mentees. In this regard, the Chair will go ahead and appoint mentors and align them with mentees. The leadership will request a quarterly progress report from mentors. The motto for this year will be “Team Effort.” As a team, people will encourage each other and strengthen each other to move forth for the work the Planning is doing and for the people served.

There was concern that few people were responding to requests to complete the Feedback Form. There could be some communication breakdown. In this regard, paper copies of the feedback form were included in Planning Council packets, for individuals who cannot complete the form on line to manually do so. Completed forms should be submitted to Support Staff at the end of the meeting.

Community Access Committee:

Earl noted that a flyer for the upcoming Town Hall meeting was approved by the Executive Committee. A location for the event is yet to be determined. The Council will be upraised of any development in this regard. The Town Hall meeting has been scheduled for Saturday, August 19, 2017 from 11:00 a.m. to 3:00 p.m. Topics that will be covered at the Town Hall meeting include:

- Case Management
- Understanding the Grievance Procedure as it relates to Case Management
- PrEP
- The Affordable Care Act
- Non-Medical Case Management
- Life Insurance

Earl invited consumers on the Planning Council to come out and support the committee by participating in this event. The committee asked to work with someone to help create a survey tool for people who will be attending the event.

The Planning Council Chair attended the June Community Access Committee meeting. He encouraged Council members to support the committee by attending their meetings and planned events.

Quality Improvement and Strategic Planning:

The committee met as scheduled on June 15th. The committee reviewed recent data from VDH for out of care/lost to care individuals for 2015-2016. For 2015 there were 227 and for 2016 there were 254. Therefore, more effort should be put into getting people into care and keeping them in care, and making sure that the staff involved in doing this are doing a good job. In this regard, for the upcoming year, the committee will start reviewing the models which are currently in place in the Norfolk TGA and compare them with models which are successfully working in other jurisdictions and tweaking ours.

The committee also discussed requesting more providers to apply for contracts for services on the Peninsula. This cannot be done now, because the contracting period is over. However, for the next cycle, the committee should come up with a strategy of how to get more providers on board.

The committee was also requested to write up recommendations for the upcoming Priority Setting and Resource Allocations Session. Based on the people that are out of

care/lost to care, the committee would like to make sure that all the core services get level funding. Based on the Needs Assessment Report, people indicate that they are happy with Case Management, they are happy with the medical care, but would like more transportation and more supportive services. However, more people are lost at the beginning. Hence the recommendation to fund all core services at level funding and if possible, beef up the EIS and Care Navigator.

With regard to the lost to care/out of care data, a Council member wanted to know if there was a way to know, how many people had private health insurance, how many had moved out of the area, etc... It was noted that this was VDH data and we can only assume that it is good data. However, Part A can only speak to CAREWare system which only touches the Ryan White Part A clients who we see, and those that are lost to care/out of care and how that breaks down. The committee cannot speak to the VDH data.

The committee chair noted that the Norfolk TGA Part A will be moving to 500% FPL. VDH will move to the 500% FPL effective July 1.

Program Updates:

RW Norfolk TGA Program Manager's Report: As has been stated above, the full award is expected from HRSA on Friday, June the 30th. The TGA got a score of 94% on the grant application. As of Thursday, June 29, all contracts were fully executed. When the full award is received, all the contracts will be amended. Providers will be notified of the additional funding and they will have to submit their revised budgets and workplans. Once contracts are fully executed, the TGA will be good to go for the rest of the year.

Part B (VDH) Update: The Part B Representative did not attend the meeting. However, he submitted the following update:

1. ADAP

A. ADAP Enrollment Numbers in the TGA as of 6/21/2017

by program:	Clients	Percent		
Traditional ADAP	475	24.5%		
MPAP	140	7.2%		
ICAP	76	3.9%		
ACA	1251	64.4%		
Total	1942	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	Clients enrolled in ACA in 2016 and we still need 2017 information	Totals
Aetna	12	0	0	12
Optima	907	131	0	1038
Innovation	2	0	0	2
Healthkeepers	173	25	1	199
Total	1094	156	1	1251

B. Virginia ADAP Enrollment Update

ADAP Enrollment Update

Number of persons enrolled in ADAP, HIMAP, MPAP and ICAP

Enrollment Numbers as of 6/20/2017

Total: 6,250

Direct ADAP: 1,676

Medicare Part D Assistance Program (MPAP): 568
Insurance Continuation Assistance Program (ICAP): 545
Health Insurance Marketplace Assistance Program (HIMAP): 3,461

2017 HIMAP Enrollment Numbers:

Newly Enrolled: 478
Re-enrolled (sent in 2017 info): 2,969
Clients that have not sent in 2017 info: 13

2018 Open Enrollment Period is November 1, 2017-December 15, 2017. It has already been made public that Aetna, Innovation Health (an Aetna product), and United Healthcare will not be carriers in the 2018 Marketplace. This will affect about 1000 clients that will need to pick a new plan for 2018. Virginia ADAP has obtained preliminary information from the Bureau of Insurance as we have done during previous open enrollment periods and have noted that coverage areas for a few plans have changed. Again, this is preliminary information that is subject to change and will share with stakeholders once assurances are signed in September 2017. Virginia ADAP is also discussing implementing additional initiatives during this 45-day open enrollment period including client enrollment fairs, additional forms of communication to clients through potential media campaigns and Ryan White sites making the binder premium payment for clients.

HCV/HIV Tx Assistance Program Update

There is a total of 86 clients that have accessed the program; 73 have completed therapy and 8 are currently on treatment.

Recertification Update

[Effective May 1, 2017, Virginia ADAP changed the recertification timeline.](#) These changes address some of the findings in our recent HRSA Comprehensive site visit for RWPB program for Virginia and assure the program is in compliance with the eligibility and recertification requirements spelled out in the Ryan White legislation.

Clients will now be recertified based on their last application date and the 6 months after that. Documents will be mailed to clients 90 days prior to their end date as opposed to 60 days as previously done. In May, documents were mailed to clients with February/August eligibility end dates. Documents will be mailed to clients with March/September end dates in June.

Virginia ADAP is tightening up on procedures and will be removing clients who are not eligible based on not recertifying and those that have not accessed medications in the last 6 months.

Formulary Update

NARCAN® Nasal Spray (NNS) 4mg is available on the ADAP Formulary. Requests for this agent should follow standard procedures for requesting medications on the ADAP Formulary from Central Pharmacy.

Effective June 5, 2017, 15 medications were added to the ADAP Formulary from the Ryan White Part B formulary. Medications include antiemetics, antilipidemics, antihyperglycemics, GERD agents and medications for osteoporosis prevention.

Change in Federal Poverty Level (FPL) Income Requirement

Effective July 1, 2017, the Ryan White Part B FPL for income eligibility was increased from 400% to 500%.

2. Prevention

Two brief PrEP updates. Most people will have noticed that the ad campaign has started. Last week Kaiser had a number of focus groups gathering input to refine our messaging in Eastern Virginia. Among the expected changes as the campaign rolls out are the inclusion of the fact that PrEP is available at no cost in some of the targeted ads. The next phase is a statewide rollout of the campaign.

Also, PrEP delivery will start in early July. Patients who opt in to delivery can have their medication delivered to an address of their choosing. It could be a home address or if they'd rather have it sent somewhere else that they feel is a better option they can do that. This aspect of the PrEP program will be rolled out at select health departments during the first two weeks of July. Staff training has started.

The Part B update will be emailed to Planning Council members for information.

Part C Update: In the absence of the Part C Representative, there was no Part C update.

HOPWA Update: In the absence of the HOPWA Representative, there was no HOPWA update.

Other Business/Announcements:

Beverly announced that there are two trainings coming up:

- Putting the Parts together: This will be a discussion of Parts A, B, and C on July 13th from 10:00 a.m. to 12:00 noon at the Hofheimer Hall, EVMS in Room 753.
- Bloodborne Pathogens: The training will be on July 21 at Hofheimer Hall in Room 107. The training is an effort to get people up and prepared for the needle exchange program.

With regard to the question about the “Revive” training, it was noted that VDH and the Norfolk CSB hold “Revive” sessions. The Norfolk CSB has scheduled a lot of Revive sessions in the month of July through August. They will be glad to share information regarding this issue. Revive is a technic which uses the Narcan drug to treat an emergency opioid overdose.

As of June, ACCESSAIDS will be known as the LGBT Life Center. The name change will be official by the end of the month. As a fundraiser, Doris stated that she will be selling beer in one of the tents at the Town Point Park for the 4th of July celebrations.

There will be a free concert at the Portside in Portsmouth by Rajazz. This is a jazz group that performs jazz music. The Minority AIDS Support Services will be selling beer and wine. Everyone was encouraged to stop by for a beer/wine at Portside next to the Renaissance Hotel.

Adjournment: There being no further business, a motion was moved by Beverly and properly seconded by Gregory to adjourn the meeting. The motion passed. The Council will meet on Wednesday, July 26th for the Mandatory PSRA Training at the Norfolk Department of Human Services, and on Thursday, July 27th for the PSRA Session at the Kroc Center, from 9:00 a.m. to 5:00 p.m.

Respectfully Submitted: