

GREATER HAMPTON ROADS HIV HEALTH SERVICES
MINUTES OF THE PLANNING COUNCIL MEETING
Thursday, May 25, 2017: 5:00 p.m.
741 Monticello Avenue, Norfolk, Virginia 23510

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

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, Catherine Derber, Cindy Walters, Darrell Brisbon, Deryk M. Jackson, Doris McNeill, Earl Hamlet, Gregory Fordham, Gwendolyn Ellis-Wilson, Jerome Cuffee, Kanedra Nwajei, Leonard Recupero, Lynea Hogan, May Francis Baskerville, Michael Singleton, Pierre Diaz, Rachael Artise, Tarena Williams, Rev. Theodore Lewis, Todd England, Tony Boston.

Absent Members:

Allan Hughes, Lisa P. Laurier, Nysheena Daniels, Robert Bailey.

Staff:

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

The new Planning Council members were welcome by the Chair. The new members who were attending their first Planning Council meeting introduced themselves as:

1. Lynea Hogan
2. Deryk M. Jackson
3. Tarena Williams

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 Rev. Theodore. The motion passed.

Introduction of Visitors:

The following visitors introduced themselves:

- Nannie Gardner
- Ashley Veal-Minority AIDS Support Services
- Sheila Belin
- Drake Pearson-IBWC
- Jermaine Connor-Virginia Department of Health

Old Business:

Planning Council agenda:

- Planning Council Support with Collaboration from Grantee's Office.
Collaboration between the Planning Council and the Grantee's Office is on-going.

Elections for Planning Council Officers:

The current Chair was rotating off the Planning Council after serving three-two year terms. The Vice-Chair, on behalf of the Planning Council, thanked Jerome for his dedicated service, commitment to the Planning Council, and for his interest in the care of HIV infected and affected population in the region. He thanked him for his leadership, motivation and for his guidance of the Council. Jerome thanked the Planning Council and promised to stay on and serve on the committees that he is currently participating on.

Ballot papers were distributed to Council members for a vote. The following individuals on the ballot were nominated at the April meeting:

- Planning Council Chair: Pierre Diaz
- Planning Council Vice-Chair: Gwendolyn Ellis-Wilson
Rachael Artise
- Planning Council Secretary: Robert Bailey
Beverly Franklin

Committee Reports:**Executive:**

The Executive Committee met as scheduled and discussed Committee reports as presented by each committee Chair.

The Council Chair stated that during the monthly monitoring teleconference call, the HRSA Project Officer discussed the partial award which was received in March. However, she noted that there was no indication of when the full award will be received.

The Executive Committee Chair reported that two recommendations for a vote will be coming from the Membership and Nominations Committee, and four recommendations for a vote will be presented by the Quality Improvement & Strategic Planning Committee.

Community Access Committee:

The committee's Chair stated that he was going to read a statement from the Community Access Committee. He, therefore, asked the Community Access Committee members to stand to show solidarity. Copy of the Statement is attached hereto. The statement, presented by the Community Access Committee, was an expression of concern and disappointment for the cancellation of the community event which was scheduled for Saturday, May 13, 2017 at the New Calvary Baptist Church. There were various reasons given for the cancellation, which the committee did not fully understand or appreciate. Hence the agreement to present their concerns to the Planning Council.

At the end of the presentation, the Planning Council Chair apologized for the cancellation of the community event, which, it was agreed, was due to some miscommunication between the committee and the Planning Council. The Council will, in future, work to ensure that it does not happen again. Earl expressed his disappointment and concern at the lack of support from consumers on the Planning Council. He felt that not showing up for community events, only perpetuates the stigma that consumers experience in the community. He encouraged consumers on the Council, especially the special populations such as MSMs and the Transgender population, to come out and support the committee during committee activities.

Membership and Nominations:

The committee met as scheduled. Planning Council training was conducted from 2:00 to 3:00 p.m. and the Membership and Nominations Committee conducted committee business from 3:00 to 4:00 p.m. on Thursday, May 18th. During the meeting, the committee discussed membership recruitment. Two Council members have resigned due to personal reasons. One Council member is in jeopardy of violating the attendance policy. The Planning Council Vice-Chair will reach out to the member regarding his attendance.

The committee presented to the Planning Council, for review and final vote, the Revised:

1. New Member Application: The Planning Council voted to approve the recommendation as presented.
2. New Member Interview Questions: The Planning Council voted to accept the revisions as presented.
3. Application for Reappointment: The recommendation was accepted as presented.
4. Reappointment Interview Questions: The Council accepted the recommendation as presented.

Planning Council Training: The committee chair expressed concern regarding low attendance at scheduled Planning Council Training sessions. The sessions are a response to Council members' request for training in the various roles and responsibilities of the Planning Council, especially for the new Council members. However, attendance at scheduled training sessions, especially by new members, is not encouraging. The chair encouraged Council members to attend the training sessions which are scheduled the third Thursday of every month from 2:00 to 3:00 p.m. Different training topics are offered for each session.

The next committee meeting will be on Thursday, June 15th, at 2:00 p.m. for Planning Council training and 3:00 p.m. Membership and Nominations Committee business.

Priorities, Allocations and Policies:

The committee met prior to the Executive committee and Planning Council meetings. The committee reviewed the Final Expenditure Summary Report for the period ending February 28, 2017 dated May 23, 2017. It was noted that the TGA will have a left-over amount of \$212,855. The TGA's expenditure was at 96% of the total grant. The Planning Council also reviewed the Expenditure Summary Report for the period ending March 31, 2017 dated May 8, 2017. The target expenditure was at 17%. Overall expenditure was at 13%. The indicated percentages are from the partial award.

The Priority Setting and Resource Allocations Session will take place as follows:

- Wednesday, July 26, 2017:
5:00 p.m. to 7:00 p.m.: Mandatory PSRA training.
Norfolk Department of Human Services
741 Monticello Avenue, Norfolk
- Thursday, July 27, 2017:
9:00 a.m. to 5:00 p.m.: PSRA Process
The Salvation Army Kroc Center
1401 Ballentine Blvd, Norfolk

The PSRA Session is the most important Planning Council process for the entire year. This is when services are prioritized and funds are allocated into service categories. All Council members are requested to attend. Council members who are not able to attend the mandatory PSRA training, can attend the Session, but cannot vote during the PSRA Process. Because of the scheduled PSRA Session, the Planning Council will not meet in July. The next committee meeting will be on Thursday, June 29th at 3:00 p.m.

Quality Improvement and Strategic Planning:

The Quality Improvement & Strategic Planning Committee met as scheduled. The committee reviewed and voted on the following Service Standards, which the committee was presenting to the Planning Council for a final vote:

- Mental Health Services: The Planning Council accepted the revised Mental Health Services Service Standards as presented, with one abstention.
- Substance Abuse Services (Outpatient): The Council approved the recommended revised Substance Abuse Services Service Standards as present, with one abstention.
- Health Insurance Premium and Cost Sharing Assistance: The Council approved the revised Health Insurance Premium and Cost Sharing Assistance Service Standards with one abstention.
- Medical Transportation Services: The Revised Medical Transportation Services Service Standards were approved by the Planning Council as presented with one abstention.

The Quality Improvement & Strategic Planning Committee chair requested the Council members to read the Needs Assessment Report in preparation for the PSRA Session, especially, the consumers input, their needs, gaps and barriers, and the Providers input. The Planning Council was also encouraged to read the Kaiser Family Foundation Report on “*What is at Stake in ACA Repeal and Replace for People with HIV?*” The next committee meeting will be on Thursday, June 15th at 4:00 p.m.

Election Results: The Planning Council Chair announced the election results of the Planning Council Officers, as follows:

1. Planning Council Chair: Pierre Diaz
2. Planning Council Vice-Chair: Gwendolyn Ellis Wilson
3. Planning Council Secretary: Beverly Franklin

The Planning Council congratulated the new incoming Officers.

Program Updates:

RW Norfolk TGA Program Manager's Report: The Grantee announced that there are currently six fully executed contracts.

Part B (VDH) Update: The Part B Representative gave the following update:

1. ADAP

A. ADAP Enrollment Numbers in the TGA as of 5/22/2017

ADAP Enrollment Numbers as of 5/22/2017					
by program:	Clients	Percent			
Traditional ADAP	451	23.6%			
MPAP	137	7.2%			
ICAP	73	3.8%			
ACA	1253	65.5%			
Total	1914	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	1	13	
Optima	913	124	1	1038	
Innovation	2	0	0	2	
Healthkeepers	174	25	2	201	
Total	1101	149	4	1254	

B. Virginia ADAP Enrollment Update

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

Enrollment Numbers as of 5/23/2017

Total: 6,138

Direct ADAP: 1,560

Medicare Part D Assistance Program (MPAP): 551

Insurance Continuation Assistance Program (ICAP): 532

Health Insurance Marketplace Assistance Program (HIMAP): 3,495

2017 HIMAP Enrollment Numbers:

Newly Enrolled: 455

Re-enrolled (sent in 2017 info): 2,990

Clients that have not sent in 2017 info: 48

Staff is continuing to reach out to clients that have not returned 2017 premium information to obtain that information if enrolled in a new plan.

HCV/HIV Tx Assistance Program Update

There are a total of 84 clients that have accessed the program; 72 have completed therapy and 11 are currently on treatment.

Recertification Update

The Virginia Department of Health has changed the recertification timeline effective May 1, 2017. 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.

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

Reminders:

- To ensure the recertification process is as smooth as possible, please notify ADAP of any changes to client information (i.e. name change, address, telephone #s, income).
- Please continue to use the most current applications located on the ADAP website.

2. Surveillance

Surveillance shared epi and HIV care continuum data with the Norfolk TGA team. The Data to Care module is being built in e2Virginia and will be available for testing the end of May. This will replace faxing of data collection forms in the future and will provide more real-time and bidirectional feedback on the Data to Care initiative between providers and VDH.

3. Prevention

- As most of you know, the PrEP marketing campaign has started in Eastern! Focus groups to help us refine our messaging will start in June. If anyone wants to take part in those groups, which will be held in the Norfolk area, please contact Eric

Mayes at 804-864-7335. Our focus will be on young, black MSM and transgender individuals of color.

- The PrEP Home Delivery pilot with RCHD is still going on. Four of the five patients enrolled completed the process for one delivery cycle. In the process, we learned a few lessons and corrected some operational things so we're going to let the pilot run through July 1, with the five existing patients. After that, I think we'll be ready to move to the next level. The PrEP team collaborating with the pharmacy team has to define the next level but Norfolk Health Department will soon be part of this program, regardless.
- Hampton and Portsmouth have both started PrEP. Portsmouth recently hired a full-time navigator. She's very enthusiastic and roaring to go. Hampton hasn't hired a PrEP navigator yet but has a veteran staff member helping out at the moment and for the most part things are going smoothly. Hampton has been operating with a soft start. Hard opening June 1. A PrEP contract for Eastern Shore will be fully executed in the next week or so.

4. Services

The DC Community HIV planning group (their version of the CHPG) will be merging with the Metropolitan Regional RW Planning Council. The first meeting to discuss the merging process is scheduled for May 30th 2017.

VDH quarterly contractor's meeting is scheduled for Wednesday, June 7. The meeting is for VDH HIV prevention and care providers. Topics for this meeting include a presentation on the AIDS Response Effort's EIS program geared towards transgenders and an overview of the UVA transgender study (background: Virginia last conducted an epidemiological survey of transgender people in 2005. The health infrastructure and cultural attitudes affecting transgender people have changed dramatically in the subsequent years. Additionally, there is ample evidence that there are significant health disparities and prevention needs experienced by transgender people. With support and collaboration with VDH staff, UVA investigators will conduct epidemiological and qualitative research to characterize the experience of Virginia's transgender citizens in 2017-18. The overall goals of this project are to understand the lived experiences of transgender people in Virginia, to collect objective health questionnaire data from 500 transgender people in Virginia, and to report results of qualitative and survey research. Action steps will include obtaining UVA and VDH IRB approvals, conducting individual interviews with transgender people and health care providers, significantly revising the past transgender epidemiological survey, training VDH staff to conduct the survey, data collection, data coding and analysis, and reporting results for VDH reporting needs and scholarly publication.)

CORE Waiver Update: The Division of State HIV/AIDS Programs (DSHAP) has convened a HAB-wide committee to review Virginia's RWHAP Part B core medical waiver request application. During the first session, committee members raised several questions regarding the submission. A response to their concerns is currently being drafted and will be submitted NLT May 31, 2017 in order for the committee to complete their review and render a final recommendation. More information will be forthcoming in the next several weeks as to whether the waiver was approved or denied.

Part C Update: The Part C Representative presented the following report:

- Dr. Derber gave an update on their project called "*Ryan White Part C 15% Viral Load Suppression*". It involved a multi-disciplinary team that was started about one year ago. At that time our viral load suppression rate was 85%. Our goal was

to increase the viral load suppression by 25%. There were twenty-nine (29) people under Part C that had detectable viral loads. Out of the twenty-nine individuals, 15 had fallen "out of care." *We Miss You Reminder Cards* were sent to these individuals. By doing so, eight of those individuals returned to clinic and five of those have continued to remain in care. The overall improvement in viral load suppression, after excluding individuals who were incarcerated, died, or relocated, was 52.63%.

HOPWA Update: The HOPWA Representative gave the following HOPWA update:

- In addition to last month's HOPWA overview, Cindy stated that although HOPWA receives grant allocations on a yearly basis, they have two years in which to expend the funds. Two weeks ago, HOPWA contracted with their sub-recipient provider, for the 2015/2016 allocation from last year. HOPWA is, therefore, expending funds about nine (9) months behind. That contract to the sub-recipient was \$1,142,800.00. HOPWA, therefore, generally has a carryover from fiscal year to fiscal year.
- The concern was that HOPWA was not using the funds as quickly as possible, therefore were having people longer on the waiting list. In this regard, the sub-recipient hired more staff for supportive services to be able to move people off the waiting list into housing placement. In this regard, over the past thirty days, there has been a 10% increase in utilization. If HOPWA continues to trend that way, funds will be spent quicker, which should give HOPWA only three-months of a carryover. Coming towards the end of the fiscal year (June 30th), the sub-recipient is running at about:
 - 101% towards their goal of tenant based rental assistance
 - 60% towards their goal for permanent housing, and
 - Only 50% goal for short term mortgage assistance and utilities assistanceHOPWA was, therefore, hoping that they made a correction and turned into the right direction in order to continue to increase utilization.

The HOPWA Representative discussed, at previous meetings, the challenges HOPWA is facing in finding housing, especially permanent housing placement. However, HOPWA is continuing to create those landlord resource and trying to get out more into the community to get more people involved. HOPWA coverage area is larger than the Ryan White Part A coverage area. However, the utilization in some coverage area, such as the Currituck County area of North Carolina, has been zero. Sub-Recipients in those areas are encouraged to plan marketing activities for outreach.

Other Business/Announcements:

Due to the full agenda that the Planning Council had to cover in the past few months, some meetings have gone over the allotted time of one hour. In this regard, Planning Council Support Staff asked that future meetings be set from 5:00 p.m. to 6:30 p.m. The Chair asked members to prepare for the possibility of longer meetings

Cindy stated that she will send out an information sheet regarding the upcoming housing resource center, currently under construction on Witchduck Road by the Virginia Beach Department of Housing. The resource center is due to open in June of next year. It will be a one-stop shop with apartments, a homeless shelter, medical clinic, Department of Human Services and the Department of Housing, will also have offices in the building. There will be a dining facility, day services, winter shelter, etc... The project which is fully funded by the City of Virginia Beach fund, has been in the works for the last twenty-five (25) years.

Adjournment: There being no further business, a motion was moved by Beverly and properly seconded to adjourn the meeting. The motion passed. The Council will meet on Thursday, June 29th, at 5:00 p.m.

Respectfully Submitted:

Jerome Cuffee – PC - Chair