

**GREATER HAMPTON ROADS HIV HEALTH SERVICES**  
**MINUTES OF THE PLANNING COUNCIL MEETING**  
**Thursday, November 16, 2017: 5:00 p.m.**  
**Norfolk Department of Human Services**  
**741 Monticello Avenue, Norfolk**

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

**Moment of Silent Reflection:** The Council observed a moment of silent reflection for those who have succumbed to the virus and those that are still fighting.

**Roll Call:** The membership roll was called and the following were in attendance: Cindy Walters, Darrell Brisbon, Deryk M Jackson, Earl Hamlet, Gregory Fordham, Gwendolyn Ellis-Wilson, Leonard Recupero, Lisa P. Laurier, Lynea Hogan, Michael Singleton, Rachael Artise, Rev. Theodore Lewis, Todd England, Tony Boston.

**Absent Members:**

Beverly S. Franklin, Catherine Derber, Doris McNeill, Kanedra Nwajei, Pierre Diaz, Tarena Williams

**Staff:**

Robert Hargett-Grantee Staff, Thomas Schucker-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 Lisa and properly seconded by Rev. Lewis to approve the minutes as written. The motion passed.

**Introduction of Visitors:**

Ashley Veal-M.A.S.S.

**Old Business:**

**Planning Council agenda:**

- Planning Council Support with Collaboration from Grantee's Office: The Planning Council continues to collaborate with the Grantee's Office.
- Monitoring Conference Call with the Project Officer: The monthly monitoring conference call with the Project Office was held on Tuesday, November 14<sup>th</sup>. The Planning Council Co-Chair and Support Staff presented their report on the October meetings and the agenda items that have been completed and activities that are forthcoming. It was noted by the Project Officer that sometime in January, the State of Virginia, CDC, and all Prevention and Care Partners for the Integrated Plan should have a joint Project Officers' call to look at outcomes and projects going forward.

**Committee Reports:**

**Executive Committee:**

The Executive Committee met as scheduled. The chair clarified the meeting dates for the Planning Council and its sub-committees as follows:

- Community Access Committee: The committee will meet in December. The date is yet to be determined. The meeting will take place at 6:00 p.m. at the Norfolk Department of Human Services.
- Membership and Nominations Committee: There will be no Planning Council training associated with the committee for the Thursday, January 18<sup>th</sup>, 2018 committee meeting at 3:00 p.m. Planning Council training will, therefore, be held at the Planning Council meeting on Thursday, January 25, 2017 at 5:00 p.m. The topic for the training will be based on “Roberts Rules of Order.” Efforts are being made to invite a Representative from the Norfolk City Attorney’s Office to conduct the training.
- Quality Improvement & Strategic Planning Committee: The committee will meet on Thursday, January 18, 2018 at 4:00 p.m.
- Priorities, Allocations and Policies Committee: The PAP committee will meet on Thursday, January 25, 2018 at 3:00 p.m.
- Executive Committee: The Executive Committee will be on Thursday, January 25, 2018 at 4:00 p.m.
- Planning Council: The Planning Council will, however, meet on Thursday, December 14<sup>th</sup>, 2017 at 5:00 p.m. This will be the official close of year appreciation celebration. All Council members are invited to the December official end of year celebrations.

**Community Access Committee**

The Community Access Committee met on November 8<sup>th</sup>. The committee met to continue planning for the upcoming Consumer Forum scheduled for January 2018 at the Hampton Health Department. The event date will be confirmed at the next committee meeting and the Planning Council will be updated, accordingly. Some discussion topics at the Forum will be: Q-MAC-Quality Management for consumers, Advocacy, Ryan White Program-Different Parts, etc...

**Membership and Nominations:**

The committee did not meet.

**Priorities, Allocations and Policies:**

The committee did not meet in the month of November. However, the committee reviewed and discussed the Expenditure Summary Report for the period ending September 30<sup>th</sup>, and dated November 10, 2017 at the Executive Committee. The committee’s chair noted that at the October meeting, the Planning Council voted to move \$14,444.00 from Food Bank/Home Delivered Meals category into Medical Transportation. The Carryover funds, which are also listed in the report, were allocated into Medical Case Management, and Early Intervention Services. The TGA is at 58% target, but the overall expenditure is at 48% expended. The committee also discussed the Drug Reimbursement Service category which is at 75% expenditure. The committee agreed to monitor expenditures in that category.

**Quality Improvement and Strategic Planning:**

The committee did not meet in the month of November. However, the committee sent three data requests to the Grantee’s Office. Responses to the following data requests are expected in the new year:

- The Grantee’s Office to investigate how many clients might be added to the Norfolk Part A Program if the Federal Poverty Level (FPL) was moved from the current 400% to 500%.
- The Grantee’s Office to share any available information regarding the Plan-Do-Study-Act (PDSA) that are in place with the current sub-recipients.
- The Grantee’s Office to provide surveillance data on the number of people that could be on the Affordable Care Act (ACA) but are not currently on it. The reason for this survey is because expenditure in the Outpatient Ambulatory Health Service category is still high in spite of the Affordable Care Act covering for the cost of medical visits. However, the information from the Grantee’s Office will be presented to the committee well after the enrollment deadline. Therefore, going forward, the Council will need to find ways of how to get clients who qualify for the Affordable Care Act off of the Part A Outpatient Ambulatory Health Services (OAHS) onto the ACA.

Support Office was requested to follow-up on the three responses from the Recipient’s Office.

**Program Updates:**

Norfolk Ryan White Part A Program Manager’s Report: The Grantee Staff reported as follows:

- The Grantee’s Office is currently conducting site visits.
- The City Manager’s Liaison on the Planning Council, Mr. James Rogers, is currently working on some City commitments/projects, but will, in view of his busy schedule, start attending Planning Council meetings in January 2018.

It was noted that the Grantee’s Office is also concerned with enrollment in the ACA and would like to get as many people enrolled as possible. However, it was recognized that it will be a challenge to get more of the six hundred (600) people enrolled during this shortened enrollment period. Failure to get more people enrolled will mean shifting costs to Primary Care. The Council wanted to know if the Grantee’s Office is taking any steps to urge Providers to get more clients enrolled. Robert noted that providers will be contacted as time gets nearer to the Open Enrolment deadline.

Part B (VDH) Update: The Part B Representative noted that there are thirty (30) days left for open enrollment. In this regard, the Virginia Department of Health was setting up weekly updates. The following update was presented to the Council:

As of November 13, 2017

<b>Norfolk TGA ADAP enrollment numbers by program:</b>			
	<b>Clients</b>	<b>Percent</b>	
Traditional ADAP	588	29.7%	
MPAP	141	7.1%	
ICAP	84	4.2%	
<b>ACA</b>	<b>1165</b>	<b>58.9%</b>	
Total	1978	100.0%	

**Clients Enrolled by Region as of 11/14/2017**

<b>Region</b>	<b>ACA Enrollments</b>	<b>Percent</b>
Central	82	13.2%
<b>Eastern</b>	<b>157</b>	<b>25.4%</b>

Northern	178	28.8%
Northwest	106	17.1%
Southwest	96	15.5%
Total	619	100%

- Clients are encouraged to enroll in the insurance plan for which their Infectious Disease doctor is in network. For clients with no other carrier option, they are encouraged to enroll in the plan available in their locality. In the case where there is only one carrier in the client’s locality and their physician is out of network, VDH is working on a model to reimburse providers with other Ryan White Parts Funding or on a Fee for Service basis for HIV related care (Ambulatory Outpatient Medical Care and Labs only). Once VDH determines a model, clients will be informed before January 1, 2018.
- Some people only have one health insurance carrier option. Please sign up for a plan with that carrier, even if your HIV doctor is not in that carrier’s network. VDH will work with the doctor you see to be sure you can receive HIV medical care. Please call VDH at **(855) 362-0658** or your doctor if you have questions.
- VDH communicating with EVMS, Norfolk Community Health Center, Sentara, and Riverside Hospital to identify ID providers and capacity for absorbing Riverside patients. If not, hybrid model being explored.

Prevention:

- The Virginia Beach Health Department will open a PrEP clinic. The timeline hasn’t been fully fleshed out yet so it may take several months to materialize but the groundwork is being laid. Also, the new health director at Western Tidewater has expressed tentative interest in exploring PrEP too.

There was extensive discussion regarding the current open enrollment period. Council members were concerned at the low numbers of individuals who had, up to that time, enrolled into the ACA. As previously expressed, the Council wanted to know what the pulse of the Grantee Staff was in advocating for open enrollment into the ACA with Providers who are sub-recipients of Non-Medical Case Management funds. If the TGA is funding Medical Case Management, the expectation is that, at least, 1,165 clients will be enrolled for the amount of money that is put into Medical Case Management. However, what is the expectation if the region falls far short? The Grantee Staff who was at the meeting, indicated that he would relay the Planning Council’s concerns to the Grantee’s Office and ensure that action is taken expeditiously as requested by the Council. From the weekly VDH updates of the open enrollment, the Grantee will also get information by agency. Going forward, the Planning Council should look at this as a Directive to the Grantee.

Part C Update: Due to professional commitments, the Part C Representative was unable to attend the meeting. She, however, submitted the following Part C update for the period ending October 31<sup>st</sup>, which was presented by Planning Council Support Staff:

- Total recipients = 183
- Total active recipients = 120
- Approximately 2/3 are insured
- 37 (20%) of recipients have not had a clinic visit in 2017

HOPWA Update: The HOPWA Representative did not have any additional updates from last month's report. She will provide HOPWA updates at the December meeting. However, she noted that the Church Street Station Studios had their certificate of occupancy and inspections have been completed. They are ready to start receiving residents starting Friday, November 17<sup>th</sup>. The grand opening is scheduled for some time in January 2018. The facility has 233 units and is managed by the Virginia Supportive Housing.

**Any Other Business/Announcements:**

Mr. Boston announced that the World AIDS Day was coming up. Tickets for the Gala scheduled for that Friday were on sale at the cost of \$10:00 each. The AIDS Walk was scheduled for that morning. Planning Council members were encouraged to come out in support the World AIDS Day events.

The Eastern Region was trained in October for the Rapid Testing HIV technology. It's a combo test that tests antigens and antibodies. The one

**Adjournment:** There being no further business, a motion was moved by Gregory and was properly seconded by Rev. Theodore Lewis to adjourn the meeting. The motion passed.

Respectfully Submitted:

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Gwendolyn Ellis-Wilson – PC Co-Chair