

**GREATER HAMPTON ROADS HIV HEALTH SERVICES
PLANNING COUNCIL
Priorities, Allocations & Policies Committee Minutes
Norfolk Department of Human Services
Thursday, January 31, 2019 – 3:00 p.m.**

Call to Order: The meeting was called to order at 3:06 p.m.

Roll Call:

The following members were in attendance:

Present:

Deryk M. Jackson
Jerome Cuffee
Devon White

Lisa P. Laurier
Ashley Brown

Staff in attendance:

Jacquelyne Wiggins-Grantee Staff
Thomas Schucker-PC Support
Teresa-PC Support Staff

Christine Carroll-Grantee Staff
Michael Koran-PC Support
Robert Hargett-Grantee Staff

Moment of Silent Reflection:

A moment of silence and reflection was observed for those infected and affected by HIV and AIDS.

Reading and approval of the Minutes:

After review of the minutes, a motion was approved to accept the minutes as written.

Reports of Officers, Boards, Standing Committees:

Grantee's Report:

- *New Grant Award Announcement:* The Grantee announced that the Norfolk TGA received the 2019-2020 award, in the amount of \$5,788,425.00. This is, a \$112,636 reduction from the current grant year. The grant application received a score of 96%. The Grantee Staff stated that they were still working on the allocations for the new grant year based on the percentages that were approved at the last PSRA Session. The information will be presented to the committee at the February meeting.
- *Expenditure Summary Report:* The committee reviewed the expenditure summary report for the period ended November 30, 2018 dated January 9, 2019. For that period, the target expenditure rate was 75%, but overall, the TGA was at 68%. The following categories were under target:
 - Primary Medical Care was at 69%
 - HIPCSA was at 32%: This category is expected to pick up in January/February.
 - Medication Co-Pays was at 38%
 - Substance Abuse Treatment Services was at 43%
- The following were over-spending:
- EFA-Housing Assistance was at 84%

The Grantee Staff stated that the committee will see some reallocations before the grant year is over which will bring expenditures up in some of the service categories.

The committee was concerned about dealing with the funds allocated to Primary Medical Care. That is, to properly match the funds needed to be able to take care of consumers in that category. While Primary Medical Care used to be a service category with the largest amount of funds; Medical Case Management is now the service category with the largest allocation. That is because of the Affordable Care Act; and Medicaid. Currently, the available data, regarding how many people switched to Medicaid from Medicaid Expansion, has not yet been formalized.

- Medical Case Management was at 76%.
- Early Intervention Services-Regular was at 74%

The Grantee will discuss reallocations at next month's meeting, so that clients can continue to be served throughout the grant year.

The committee discussed, at length, some services that are not spending as much as expected; such as Medical Transportation, and Substance Abuse Treatment Services-Outpatient. The committee also discussed various ways to spend the surplus funds. In this regard, a guest at the February 28th Planning Council meeting will make a presentation on an initiative called *Positive Links Program*. The Committee's Co-Chair made a recommendation for Sub-Recipients to attend the presentation at the Planning Council meeting.

A committee member wanted to know if the cap was raised on EFA. The Recipient noted that her office has done some over-rides on individual basis.

Reports of Special Committees:

There were no reports of Special Committees.

Special Orders:

There were no Special Orders.

Unfinished Business and General Orders:

Support Staff introduced a recommended new grant year schedule for Planning Council/Sub-Committee meetings. Support Staff explained how the Planning Council and sub-committees will alternatively meet every other month. However, the Community Access Committee will meet on a monthly basis. The recommended schedule will take effect March 1.

It was also brought to the committee's attention that consumers on the Planning Council/Sub-committees can request reimbursement for Lost Wages and/or mileage.

Planning Council Activity Timeline (P-CAT): The P-CAT will be updated by Support Staff, who noted that it will be aligned with the HRSA/HAB guidelines. The committee will, at the February meeting, review the revised P-CAT. The committee will indicate the activities they want to suggest and when, in the grant year, those activities will be undertaken.

Priorities, Allocations and Policies Committee's Activity Budget: The committee was reminded that the committees' budgets were due to the Recipient's Office in mid-February.

Next Meeting Date:

The next meeting will be on Thursday, February 28th, at 3:00 p.m.

Adjournment:

With no further business to discuss, a motion was accepted to adjourn the meeting.

Respectfully submitted,

Deryk M. Jackson – Co-Chair

Lisa P. Laurier – Co-Chair