

**GREATER HAMPTON ROADS HIV HEALTH SERVICES
MINUTES OF THE PLANNING COUNCIL
Thursday, May 27, 2021: 5:00 p.m.**

Call to Order: The Planning Council virtual meeting for the Greater Hampton Roads HIV Health Services Planning Council, held via Zoom on Thursday, May 27, 2021 was called to order at 5:04 p.m.

Present:

Ashley D.D. Brown
Beverly Franklin
Jerome Cuffee
Lexus Walker
Lisa P. Laurier
Lynea Hogan
Rachael Artise
Rhonda Russell
Meyoni Beale

Absent:

Cindy Walters
Davon White
Gwendolyn Ellis-Wilson
Syreeta Dawkins
Terry R.J. Carrington

Recipient Staff

Christine Carroll
Robert Hargett

Guests:

Doris McNeill – LGBT Life Center
Tanya Kearney – AIDS Resource Center
Welton Rouse – EVMS
Jonathan Albright Williams-VDH
Clay Porter
Tonya Pacelli - VDH

P.C. Support Staff

Deryk M. Jackson
Thomas Schucker
Teresa Malilwe

Moment of Silence and Reflection:

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

Confirmation of Notice of Meeting Posting:

The notice of the meeting was posted on the Norfolk TGA website: www.ghrplanningcouncil.org. There was no response to the notice of meeting posted.

Public Comment and Discussion:

There was no public comment or discussion.

Review of Minutes:

After review of the minutes, a motion was moved by Ashley and seconded by Jerome to approve the minutes as written.

Planning Council Activity Timeline (P-CAT)

Committee Reports:

Community Access Committee:

The Community Access Committee met as scheduled on Wednesday, May 12th. Ms. Alexandria Baldwin from the LGBT Life Center attended the meeting as a Guest Speaker. Ms. Baldwin gave

a presentation on the COLVID-19 Vaccines. She gave a detailed discussion of the research, the side effects, and the differences between the vaccine types.

During the committee meeting, the Co-Chair discussed the meeting she had prior with the Recipient Staff in which she was requesting funds for the committee's yearly activities and events. Unfortunately, the Recipients informed the Co-Chair that there were no funds for committee projects and the information was relayed to the committee.

The committee agreed to send out donation letters and sponsorship letters to pharmaceutical companies for funding assistance.

The committee reviewed the consumer survey and agreed that the survey needs to be worked on a little bit more. The survey was, therefore, emailed to committee members for further review. The committee will re-review the modifications to the survey at the June meeting.

The next committee meeting will be June 9th, at 6:00 p.m.

Membership and Nominations Committee:

The Membership and Nominations Committee met as scheduled and interviewed Mr. Jonathan Albright Williams for Planning Council membership. Mr. Williams was appointed by VDH to fill the slot left vacant by Ms. Gloria Robinson as the Part B Representative on the Planning Council.

Beverly noted that she was rotating off the Planning Council on May 30th. There were no nominations for the committee's co-chair in place of Beverly because most members on the committee are Co-Chairs of other Sub-Committees and were, therefore, on the Executive Committee. In this regard, it was recommended to merge the Membership and Nominations Committee with the Executive Committee. Cindy will continue to Co-Chair the committee and will be assisted by any one of the Executive Committee Co-Chair if needed.

Quality Improvement/Strategic Planning (QISP) Committee:

The committee met as scheduled on Tuesday, May 18th. The committee reviewed the data provided to the committee by VDH which also included the COVID-19 survey. The survey was administered to VDH clients during the pandemic.

The committee voted to revise the old Part A Norfolk TGA Service Standards and add language on COVID-19 and telehealth where it applies and remove Performance Measures as recommended by the Project Officer. The committee will continue its review of the Service Standards at the June meeting.

The committee also discussed the datasets that the committee will be looking at for the upcoming Priority Setting and Resource Allocations Process. The QISP Committee will coordinate the data provisions with the Priorities, Allocations and Policies Committee.

To a question regarding funding for the Triennial Needs Assessment, the Recipient indicated, at the last meeting, that there might be funding for the Triennial Needs Assessment but was not sure of the dollar amount that would be available. The committee is, therefore, waiting to hear from the Recipient before moving forward.

The next committee meeting will be Tuesday, June 15th, at 4:00 p.m.

Priorities, Allocations and Policies Committee:

The committee met as scheduled at 3:00 p.m. Thursday, May 27th. The committee discussed, among other things, the merging of the Membership and Nominations Committee with the Executive Committee effective June 1st. The PAP Committee was not agreeable to the proposed meeting times. The committee, therefore, presented a new recommendation for committee meetings as follows:

- 3:00-3:30 p.m. : Priorities, Allocations and Policies Committee
- 3:30-5:00 p.m. : Membership and Nominations Committee/
Executive Committee
- 5:00 p.m. : Planning Council

The recommendation was unanimously voted for by the Priorities, Allocations and Policies Committee and subsequently the Executive Committee.

The committee did not review the monthly Expenditure Summary Report because the City of Norfolk is in the process of changing the Payment Management System which also includes Ryan White as per HRSA Site Visit. The monthly expenditure summary report will be presented to the committee at the June committee meeting including the Final Final Expenditure Summary Report.

The next committee meeting will be Thursday, June 24th, at 3:00 p.m.

Program Updates:

Part A Program Manager's Report:

The Program Manager re-emphasized why the monthly Expenditure Summary Report was not available for review. She noted that the City of Norfolk was in the process of putting in place, a system that HRSA had requested, to streamline the expenditure rate through the Payment Management System. This was completed two days ago.

The Program Manager noted that all the contracts are fully executed. There is a Quality Management RFP that is closing. There are two vendors at this point. There is an RFP for Housing, and for Drug Reimbursement getting ready to be put out for anybody to apply for.

The RFP for all services will be put out very soon because it seems to be a very long process and waiting any longer will not be to the Recipient's benefit.

Part B (VDH) Update:

In the absence of a Part B Representative on the Council, the Part B update was emailed to Support Staff to share with the Council as follows:

The Updated numbers below are for clients enrolled in VA MAP as of today, May 25, 2021, and living in the Norfolk TGA. Please note that the Medicaid numbers are for VA MAP clients who are confirmed to be enrolled in Medicaid and should be transitioning out of the program.

Program	n	percent
ICAP	135	11.37
MPAP	187	15.75
Direct ADAP	459	38.67
ACA	355	29.91
Medicaid Expansion	51	4.3

Data as of 5/25/2021.

Part C Update:

Mr. Rouse from EVMS presented the Part C update and noted that Part C has just started the new grant year. He gave the following summary Report for Part C, EIS Activities from May 1 through May 27, 2021:

1. The Part C resident geographical area covers patients residing in the following areas:
 - a. Norfolk TGA,
 - b. State of Virginia, and
 - c. North Carolina, inside and outside of Currituck County
2. The award performance period is May 1 through April 30.
3. Costs not covered by Parts A and B
 - a. Parts A and B claims paid after those grants closed but before the Part C closes. Mental health and other cost shares are examples.
 - b. Costs for TGA patients not covered by Part A due to limited TGA funding
 - c. Costs for oral health provided non-TGA providers
 - d. Costs for rare other services needed but not covered by Parts A or B. An example is transportation or food assistance for a North Carolina patient that resides outside of the TGA.
4. The below data covers patients served during the period between May 1, 2021, through May 27, 2021.

Service	05/01/2021 through 05/27/2021	
Non-MCM	31	
Food Bank	0	
HIPCSA	0	
Oral Health	6	
Office Visits/Labs	8	
Medical Transportation	0	
Total Unduplicated Patients	58	

HOPWA Update:

In the absence of the HOPWA Representative, there was no HOPWA update presented to the Council.

Resource Allocations Training:

Last month, Support Staff discussed the Priority Setting Process overview. For the May meeting, Support Staff discussed the Resource Allocations Process of the upcoming PSRA Session. As a recap, during the Resource Allocations Process, the Planning Council ranks all the service categories in order of priorities. This makes it easy to move funds within the service categories in the grant year. A Service category that is not prioritized cannot be funded if there is a need.

After the Planning Council sets priorities, the Council must allocate resources. Which means, they decide how much Ryan White HIV/AIDS Program Part A funding will be used for each of the service priorities. During Allocations Process, the Council must focus on the legislative requirements that, at least, 75% of the funds must go to cover medical services, and not more than 25% to Support Services, unless the TGA/EMA has obtained a waiver of this requirement. Support Services must contribute to a positive medical outcome for a client.

Typically, the Council allocates resources in three scenarios:

1. Unchanged funding, that is, what was used in the previous year.
2. Increase in funding.
3. Decrease in funding.

The Planning Council asks for a 5% increase, which is a cap HRSA allows TGAs to ask for.

Decision Making:

The Planning Council makes its decisions about priority setting and resource allocations based on many factors including:

- Needs Assessment findings
- Information about the most successful and economical ways of providing services.
- Actual service costs and service utilization data
- Priorities of People Living with HIV/AIDS who use services.
- Use of Ryan White Part A HIV/AIDS Program funds to work well with other services. The Council was reminded that Part A is the payer of last resort and should not pay for services that can be provided with other funding.

New Business:

With regard to how long the Council will be meeting virtually, Support Staff noted that currently, it is a waiting game until the Governor gives his update on the social distancing guidelines tomorrow, Friday, May 28th.

Nomination of Planning Council Co-Chair:

After serving three two-year terms, Gwendolyn will be rotating off the Planning Council at the end of June. Gwendolyn served as one of the Planning Council Co-Chairs. The Council should, therefore, nominate someone to be the Council's Co-Chair. A list of eligible candidates for Council Co-Chair, in place of Gwendolyn, will be emailed to Council members prior to the June meeting. Support Staff will accept email nominations and present them to the Council for a vote at the June meeting.

Announcements:

There were no announcements or public comments.

Next Meeting Date:

The next virtual Planning Council meeting will be Thursday, June 24th, at 5:00 p.m.

Meeting Adjournment:

With no other business to discuss, a motion was moved by Lynea and properly seconded by Ashley to adjourn the meeting. The motion passed.

Respectfully Submitted

Rachael Artise – Co-Chair