

**METROPOLITAN WASHINGTON REGIONAL
HEALTH SERVICES PLANNING COUNCIL**

Fiscal Oversight Committee

**64 New York Avenue, NE
Washington, DC 20002**

February 26, 2008

MINUTES

Council Members	HAA
Smith, Laurence - Chair	Bryant, Bill
Corbett, Wallace	Freehill, Gunther
Graham, Shirley	Holodnak-Barnes, Tiffany
Maramara, Ben	Administrative Agents
Mason, Philip	Allison, Glenna (C)
Meneer, Wade	Balderston, Stacie (C)
Pleasant, Danielle	Ramey, Devi
Members	
Robinson, Mike	
Smith, Bobbie	

CALL TO ORDER

Mr. Smith called the meeting to order at 10:45 a.m.

APPROVAL OF AGENDA

The generic agenda was accepted with the addition of reimbursements.

Motion: By Wallace Corbett

Motion 2nd: By Ben Maramara

Motion passed unanimously

APPROVAL OF MINUTES

The minutes of the January 22, 2008 meeting were approved.

Motion: By Wallace Corbett

Motion 2nd: By Ben Maramara

Motion passed with two abstentions

OLD BUSINESS

- **Reimbursements**

Mr. Corbett initiated the discussion on the reimbursement process. A form outlining possible reimbursement alternatives was distributed to Planning Council members for their review. The choices presented were debit card or check. Mr. Corbett noted that choices are final and would inform members at a later date as to what payment methods would be available. Mr. Freehill clarified the form is being distributed for feedback and that the alternatives are currently not in place or guaranteed. Although not listed on the form, direct deposit was another option presented to members.

Members were requested to submit forms to Beale, Inc. Members not in attendance will receive forms via e-mail and/or at the Planning Council meeting. Mr. Smith emphasized that fees associated with the card has been a continuing concern for members. The committee agreed that a decision regarding the available options and fees would be presented at the next FOC meeting on March 25, 2008.

JURISDICTIONAL REPORTS

West Virginia: By Glenna Allison

Ms. Allison presented the report for West Virginia and noted there were no new changes. The expenditure rate is at 66 percent, which reflects an increase in January and there are additional increases anticipated in February. She estimated there will be approximately \$20,000 underspent for the full grant.

Bobbie Smith raised a question regarding the \$1 amounts allocated to certain service categories in the report. Ms. Holodnak-Barnes and Mr. Freehill explained the difficulty of adding a new service category to an existing grant agreement; thus, allocating a nominal amount to a possibly-needed category reduces that difficulty. However, the grant agreement is no longer structured in that manner, as agencies are now bound to priorities established by the Planning Council and/or changed by the Planning Council and the internal grant agreement (IGA) does not specifically state those priorities as in the past. There was extensive discussion around this matter where scenarios and examples were given to provide more clarity to the process.

Maryland: By Devi Ramey

Ms. Ramey presented the amended fiscal report for Suburban Maryland. She noted that some of the larger providers are currently addressing billing issues with their subcontractors.

Expenditures have not been fully calculated, however, she projected that funds will not be expended at 100 percent. In response to questions regarding her report, Ms. Ramey reviewed in detail the adjustments to previous reallocations as well as providers' expenditures for laboratory services. High laboratory fees were also attributed to an increase in spending. There were comments regarding standardizing the requirements for food vouchers across jurisdictions.

Ms. Ramey stated the annual cap for food vouchers is \$300 per client. She also noted the MAI awards should be available in a couple of weeks.

JURISDICTIONAL REPORTS

Maryland: By Devi Ramey (continued)

Mr. Smith thanked Ms. Ramey for her input at other committee meetings, where she provided an explanation and clarification for underspending in the mental health and substance abuse service area. He noted that the hiring freeze in Maryland is one factor attributed to the reduction in services; however, he has been notified that an exemption has been granted to individuals in this particular service area and the position in question should be filled shortly. The committee also briefly discussed a possible reduction in funding for counseling and testing which could impact new clients seeking services.

Northern Virginia: By Stacie Balderston

Ms. Balderston reported expenditures have not changed significantly since the last report. The agency is working on closing for year end, and some of the drug assistance dollars need to be reprogrammed to primary medical. She noted there is a problem with filling medical case management positions and contractual positions have been suggested. Part of the problem is attributed to finding people to work in rural communities. The MAI program will soon be launched, which has a substance abuse and mental health cooperative requirement that should be helpful for the entire Part A program.

District of Columbia: By Tiffany Holodnak-Barnes

Ms. Holodnak-Barnes reported expenditures are at 71 percent, below the 83 percent target; however, bereavement counseling is on target at 83 percent. The invoicing process in several service areas has been affected by the reorganization of a very large CBO, however full spending is anticipated. She noted that Alliance, another funding source for health care and social services (similar to Medicare), is also impacting costs.

Grantee Report

Mr. Freehill reported the grantee expects full liquidation in the three service categories EMA wide: information referral, ambulatory care, psychosocial support. He clearly noted there has been an important change in HRSA's rules subsequent to the 2006 CARE Act reauthorization as it relates to unspent funds. The District has a 45-day liquidation period for all subgrants beginning the first of March; there is also a 45-day liquidation period for all IGAs as well. He stressed that administrative agents need to submit final expenditure reports promptly to avoid the potential for loss of funds in 2010 along with a penalty. Mr. Smith also stressed that narrative and fiscal reports need to coincide with one another and be submitted on time.

ADJOURNMENT

Mr. Smith adjourned the meeting at 12:25 p.m. The next meeting will be held March 25, 2008.