

**PLANNING
COUNCIL**



Metropolitan Washington Regional Ryan White Planning Council		Meeting Minutes
Standing Committee	Planning Council	
Meeting Title - Type	Monthly Meeting	
Date / Time	April 29, 2016	5:00pm-7:00pm
Location/Room	441 4 th Street, NW Washington DC	

ATTENDEES/ROLL CALL					
Planning Council Members	Present	Absent	Planning Council Members	Present	Absent
Adkins, Sarcia	x		Nash, Brittany	x	
Anderson, Gwen	x		Sanders, Scott		
Blocker, Lakisa		ML	Shields, Guy	x	
Cameron, Martha		ML	Sullivan, Meghan	x	
Chandler, Kenneth	x		Tadesse, Beth	x	
Coker, Sharon	x		Teague, Christine		
Corado, Ruby		x			
Decker, Thomas	x				
Edmonds, Calie	x				
Fonseca, Julio	x				
Grant, Charles	x				
Kharfen, Michael	x				
Kier, Randy	x				
Kurowski, Pamela	x				
Lumpkin, Ricardo		x			
Marachelian, Alis	x				
Mekonnen, Betelhem	x				
Mikre, Meriam	x				
Morse, Kaleef	x				
Administrative Agent Representatives			Administrative Agent Representatives	Present	Absent

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Agar, Tim	x		Moore, Tarsha	x	
Barmer, David	x				
Hayes-Cozier, Ravinia	x				
HAHSTA Staff	Present	Absent	PC Staff	Present	Absent
Barnes, Clover	x		Lamont Clark	X	
Lago, Lena		x	Alexis Myers	X	
Opoku, Jen		x			
Guests					

HIGHLIGHTS
<ul style="list-style-type: none"> ○ Chair Report ○ Grantee Report ○ Jurisdictional Reports

AGENDA	
Item	Discussion
Call to Order	The meeting was called to order by Kaleef M. at 5:30 pm. There is a moment of silence. Then he asked everyone to introduce themselves for the record.
Review and Approval of the Agenda	Approval for the agenda was motioned. The agenda was approved.
Review and Approval of the Minutes	Motioned and approved. Minutes were approved.
Chair Report	Guy S announces that he will resign from the Planning Council as the Government Co-Chair.
Recipient Report	Recipient report done by Clover Barnes. She announces that one of the 14 invoices has not been received MAI: Mental Health Services is lower than expected due to unprocessed invoices. The providers have received technical assistance from the program and grant monitors regarding their invoicing errors and it is anticipated that the expenditure percentage will increase once the invoices have been fully processed. Psychosocial Support Services



	<p>is lower than expected due to unprocessed invoices as well.</p> <p>District of Colombia- Part A. expenditures are 93.2% and should be 100%. MAI: Part A expenditures are at 93.3% and should be 100%. EMA-Wide: Part A expenditures are at 91.7% and should be 100%. MAI EMA-Wide: Part A expenditures are at 97.8% and should be 100%.</p> <p>West Virginia- Spent 100% of their Part A and MAI funds. Grantee Report- the closeout to HRSA is due in MAY, and will be done in the next month. There was a partial grant for grant year 26, starting March 1st. \$17, 455, 577. Also, the DC jurisdiction purchased Hepatitis C drugs for a total of \$2.3 million. New prior authorization forms will be approved at the May HADAC meeting. Overall, we are spent PART A 96.8 MAI: 96.7</p> <p>Alis asks should we anticipate a deficit. Clover responds No. She said it'll take us to 99% once the invoices are completed. Scott Sanders asks where the Hepatitis C money showed up in the rollup. Clover responds that the money was taken from all over, and it will be discussed in the next FOAC meeting.</p> <p>Alis asks if there is going to be announcement on the Hepatitis C project. Michael K answers that they had planned for some type of announcement. An announcement was also made at the City Council Oversight Hearing.</p>
<p>Jurisdictional Reports</p>	<p>Maryland- Done by Ravinia H. All 8 contracts are in place with services that began March 1, 2015. 8 out of 8 site visits have been conducted, participants completed interviews and client satisfaction surveys. The February financial report submitted to FOAC reflects actual expense for eight of our eight sub recipients this month. Overall expense at the end of February is 100%. Northern Virginia, Tim Agar.</p> <ul style="list-style-type: none">➤ All MAI and part A funds have been spent except for EMA wide LPAP, which had a balance of \$4100 that has been returned back to DC HAHSTA.

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	<p>Northern Virginia. Tim Agar- NOVA is requesting to 20,000 from various service categories to other categories to meet the needs of the clients. Because the allocation process is done early in the year, allocations need to be adjusted once the grant year begins. The motion was approved in the FOAC and executive committee, and then was approved to the entire Planning Council.</p>
Motion	N/A
Public Comment	<p>Consumer asks why is there is a public comment period at the end instead of during jurisdictional reports so that consumers can remember their questions. He recommends to ask the entire room if they have questions after the reports instead of just planning council meetings. Ka’leef asks the Planning Council and the Planning Council agrees to this change.</p> <p>Another consumers asks if the process defined by HRSA. Ka’leef answers that HRSA provides the guidelines and the Planning Council for each EMA provides the details as long as they follow the guidelines set forth by HRSA.</p> <p>Phillip Mason adds that the prior PC government chair didn’t allow the community to have a voice in the decision making process.</p>
Training	Clinical Pharmacy Associates presentation
Committee Updates	<p>Ka’leef announces that standing committees are for everyone to attend and one can become a named member from coming to 3 meetings.</p> <p>Membership/bylaws: Sharon Coker explains that people are still being interviewed. They have submitted names to the mayor’s office. She announces that some if anyone is still interested that they should send in an application as soon as possible. As for bylaws, they are recommending updates towards ex-officio members, structure of co-chairs and attendance.</p> <p>CAC- Chuck G discussed the PRSA process. Noted that transgender people applying for ADAP must use their birth name, and they were working on a way to change that. Osteoporosis and bone health was discussed, and the importance of calcium and the side effects of HIV medication. It was also noted that the public library was a good resource and a safe place, and that they wanted. They wanted to set them</p>

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up for people to discuss health issues. Beth T added that DC ADAP will accept a Transgender person with a different name if it is on their ID, but the issue is with Medicaid, which requires a birth certificate.

Ka'leef adds that the library offers many resources are available for free for consumers, including a recording studio.

Needs Assessment- Beth T notes that the committee is fine tuning the unmet needs assessment, next they will be drafting the timeline. Alis asks what is the deadline. Beth answers the target goal is October to match up to the waiver application. Ka'leef encourages all community members to take the time answer the survey from providers completely and honestly in order to shape the system, and make it work best for consumers. Megan asks about a contractor helping. Lamont answers yes and adds and once the committee is working on a timeline, DOH is also working on getting contractors together.

CSCS- Ka'leef is working as the chair for the committee until a new one is chosen. The committee is working on making service standards that follow HRSA's guidelines but also work for the clients and providers, and recipients. There are teams working on drafts and standards, which go to the recipient which will disseminate to providers, then will be sent back to the PC for review.

FOAC- Scott explains finalized the data request and it was sent to the recipient. They approved the TL for PRSA process in the last meeting. Spoke about the all-day training on the May 10th. Ka'leef that PSRA (for those that don't know) is the process in which money gets put into specific service categories, and what the priorities are in regards the categories.

ANNOUNCEMENTS/OTHER DISCUSSION

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A question was asked about what happened to Maryland PG county jurisdictional meetings, and are they still happening.

Guy answers that they haven't been happening. CAC is creating a system that will connect consumers with 3 providers with the most clients and retention rate. Also would like to have a roving CAC meeting at Hearts and Hands or other central locations/providers where clients can get to, since many providers were not coming to the CAC meetings. Ravinia adds that it's a good idea to move from county to county, and support group meetings are also a good idea.

Ka'leef announces the process to select another co-chair will begin during the next planning council meeting. He also announces that the Planning Council will be selecting another logo and passed out voting sheets to the room.

HANDOUTS

Agenda dated 04/29/2016

Recipient Report

Recipient Narrative Report YEAR 25 –Reporting Period March 1, 2015 through December 31, 2015

EMA-Wide Roll Up FOAC Allocations and Awards through December 31, 2015

Jurisdictional District of Columbia and West Virginia Report

DC and West Virginia Utilization Report

NOVA Regular FOAC Report through December 31, 2015

NOVA MAI FOAC Report through December 31, 2015

NOVA Client Utilization

Suburban Maryland Regular Part A and MAI FOAC Report through December 31 , 2015

April 2016 Standing Committee Minutes

MEETING ADJOURNED	6:52 PM
NEXT MEETING	May 26, 2016 441 4 th St NW Washington DC