



PLANNING COUNCIL (PC)

MEETING MINUTES

THURSDAY - DECEMBER 15, 2016 – 6:00PM TO 8:00PM

DOH-HAHSTA -899 N. CAPITOL ST., NE; 4TH FLOOR; WASHINGTON, DC 20002

ATTENDEES/ROLL CALL					
Planning Council Members	Present	Absent	Planning Council Members	Present	Absent
Adkins, Sarcia	X		Kurowski, Pamela	x	
Anderson, Gwen	X		Marachelian, Alis	x	
Baker-Holley, Dustin			Mekonnen, Betelhem	x	
Baker-Holley, Nathaniel	X		Mikre, Meriam		
Brentini, Stan	X		Morse, Ka'leef	X	
Cannon-Williams, Sherla	X		Pannell, Altman	X	
Coker, Sharon	X		Sanders, Scott	X	
Criswell, Debbie	X		Smith-Bullock, Tyranny	X	
Decker, Thomas	X		Shields, Guy	X	
Edmonds, Calie	X		Sullivan, Meghan	X	
Fonseca, Julio	X		Tadesse, Beth	X	
Fogal, Doug	X		Teague, Christine	X	
Grant, Charles			Turner, Melissa	X	
Jackson, Roxanne			Zoerkler, Jennifer	x	
Kharfen, Michael	X				
Kier, Randy					
Kirkland-Isaac, Margot					
Administrative Agent Representatives			Administrative Agent Representatives	Present	Absent
Agar, Tim	x		Moore, Tarsha	x	
Barmer, David	x				
Hayes-Cozier, Ravinia	x				
HAHSTA Staff	Present	Absent	PC Staff	Present	Absent
			Lamont Clark	X	
			Alexis Myers	X	
HIGHLIGHTS					
<ul style="list-style-type: none"> ○ Chair Report ○ Recipient Report ○ Jurisdictional Reports 					



AGENDA	
Item	Discussion
Call to Order	The meeting was called to order by Scott S. at 6:23 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	November minutes were approved.
Roll Up Document Taraining	Scott S. provided the Planning Council and guests with a training on how to read the Roll Up Report using a PowerPoint presentation.
Jurisdictional Reports	<p>Suburban Maryland Ravinia Hayes-Cozier provided the Maryland Report. There were two site visits during the period. They had anticipated finishing site visits by January 2017, but had actually completed the last site visit today. Overall expense at the end of October is 58.6% and she noted that they are ahead of spending during this same period in previous fiscal years.</p> <p>There are four areas that are underspent which are Child Care at 6.4%, EIS at 48.7%, EFA Housing at 45.1%, and Medical Transportation at 48.8%. Child Care and Medical Transportation are low dollar amount categories and they have been in contact with the providers of EIS and EFA.</p> <p>MAI service categories are at 55.7%. The sole area of under spending is Oral Health at 49.5%, but after speaking with them this is a 12% increase in spending.</p> <p>Northern Virginia Tim Agar provided the Virginia Report.</p> <p>In Regular Part A spending is at or near goals in 7 of 10 categories. Spending is ahead of goals in Home Delivered Meals. This over spending doesn't demonstrate increased need, it is actually a demonstration of uncovered costs, which may lead to a reprogramming of funds. Under spending areas are areas that had more money added to them and spending is expected to pick up however under spending in Linguistics (29%) and Medical Nutrition Therapy (12%) are more persistent and they will address this with the vendors. In regard to Linguistics they believe the spending will catch up now that providers have in house linguistics. MNT was a new category for them.</p> <p>In MAI spending is ahead of where they expect to be during this time of the year. OAMC (110%) and Oral Health (100%) are essentially spent down while there is under spending in Medical Case Management. Because of this there is a reprogramming request which asks to move money from MCM to ongoing needs in OAMC and Oral Health.</p> <p>Motion NVRC is seeking to move \$16,920 into OAMC and \$80 into Oral Health by taking \$17,000 from Medical Case Management.</p>



	Motion approved 23- yes, 0- No
Recipient Report	<p>Recipient Report Michael Kharfen provided DC/VA and Recipient Reports</p> <p>There are still some continuing issues with EGMS which has resulted in some delays in payments, particularly in MAI.</p> <p>DC is overspent in Transportation, due to bulk purchases of SmarTrip Cards and under spending in MAI is attributed to the EGMS glitches.</p> <p>In West Virginia MNT is spending higher, but tends to be seasonal. In West Virginia they spend their MAI funds first before moving to their Part A Regular funds.</p> <p>EMA-Wide: Psychosocial Support Services are underspent due staff vacancy. Michael noted that once they move to Fee for Service they will be able to report why spending is above or below, and it will because of utilization.</p> <p>Regarding the Hepatitis C drug purchase, there have not been any new applicants however HIV Drug Advisory Committee met and they have one person who is in preliminary stages. There are currently 9 people in the program as a whole and 6 more are going through the authorization process. They are still recruiting persons for participating in the program.</p> <p>A question was raised how will HAHSTA know what to pay for Fee for Service rates. Michael K. stated that they are looking at different sources of information to help them understand that. Health Insurance rates, FQHC, Medicare, and consultation with Administrative Agents are sources of information. They expect to publish the information in January so that it can be implemented by March 1. He also noted that they are looking to provide rates that fall on the higher end of the spectrum for providers.</p> <p>Another question was raised asking if there are going to be trigger points for reallocation. Michael stated that they are looking at having those points quarterly.</p> <p>How will no-shows be handled? Michael noted that they are working on protocols for that and the intent is not to penalize the provider.</p>
Standing Committee Chair Reports	<p>Ka'leef M. noted that new members should visit the various Committees. Those who have been sworn in within the past three months should be choosing a Committee of Record. If they have not chosen one, they will be assigned to one.</p> <p>Membership/Bylaws: Sharon recognized the three new Planning Council members – Stan Brentini, Dough Fogal, and Jennifer Zoerkler. She asked that all new members select a committee of record.</p>



	<p>Consumer Access Committee- Ka'leef M. noted that Dr. Jaime Martinez had a presentation on HIV and Living Longer. The committee plans to invite him again.</p> <p>Needs Assessment- Beth T. stated the committee will be moving forward with their survey in early 2017 and developing outreach strategies. She asked that members take a look at their list and add to it where appropriate</p> <p>Care Strategies, Coordination and Standards- Ka'leef M thanked Tarsha M. and the Maryland Administrative Agency for hosting a meeting for the Medical Nutrition Therapy standard. The CSCS meeting itself consisted of reviewing a document from the Recipient. The committee provided their feedback to the Recipient on that document.</p> <p>FOAC- Scott S. noted they reviewed PSRA calendar and will be sharing that at the Retreat.</p>
<p>Planning Council Government Co-Chair Report</p>	<p>Community Co-Chair</p> <p>Planning Council Retreat Ka'leef M announced the retreat will be held in February and based on the voting it will be an all-day retreat in town.</p> <p>Planning Council Calendar Ka'leef M. asked members to review the 2017 calendar and reminded them that the most important work takes place during the summer so to be mindful of that when planning vacations. He also noted that the Staff will be working on the Assessment of the Administrative Mechanism. Ka'leef stated that the council would review the Mayor's Order at the retreat which outlines the work to be done by the council. Ravinia C. asked if the Administrative Agents could have time during the retreat to discuss how their jurisdictions are laid out and how this affects funding. Ka'leef asked her to think about how much time they would need for it. He asked the committees to think about the work they are doing, and the work they'd like to do.</p>
<p>ANNOUNCEMENTS/OTHER DISCUSSION</p>	
<p>HANDOUTS</p>	
<p>Agenda dated 12/15/2016 Recipient Report Recipient Narrative Report EMA-Wide Roll Up FOAC Allocations and Awards through October 31, 2016 Jurisdictional District of Columbia and West Virginia Report DC and West Virginia Utilization Report NOVA Regular FOAC Report through October 31, 2016 NOVA MAI FOAC Report through October 31, 2016</p>	



NOVA Client Utilization
Suburban Maryland Regular Part A and MAI FOAC Report through October 31 , 2016

MEETING ADJOURNED	7:35 PM
NEXT MEETING	February 23, 2016 441 4 th St NW Washington DC