



Metropolitan Washington Regional Ryan White Planning Council			Meeting Minutes
Standing Committee	Planning Council		
Meeting Title - Type	Monthly Meeting		
Date / Time	January 29, 2015	5:00pm-8:00pm	
Location/Room	441 4 th Street, NW Washington DC		

ATTENDEES/ROLL CALL					
Planning Council Members	Present	Absent	Planning Council Members	Present	Absent
Bailey Phillip	x		Hixon, O. Xavier	x	
Bishop, Henry		x	Hoover, David	x	
Blocker, Lakisa		x	Kelly, Renee	x	
Budd, Earline	x		Kharfen, Michael	X	
Callahan, Keith	x		Marachelian, Alis	x	
Cameron, Martha	x		Marschall, Donna		EA
Cauthen, Melvin	x		Moore, Tarsha	x	
Chinn, Barbara	x		Morrow, Lora		x
Coker, Sharron		x	Nash, Brittany	x	
Diaware, Safare	x		Nichols, Brandon	X	
Deely, Maureen		x	Roberts-Njoku, Cornett	x	
Dunnington, Geno		x	Sanders, G. Scott	X	
Fonseca Julio	x		Scheraga, Ronald	x	
Frazier, Debra	x		Shields, Guy Anthony	x	
Goforth, Justin	x		Smith, E. Robert		x
Hawkins, Patricia		x	Smith, Laurence	x	
Higgs Wayne	x		Swanda, Ron	x	
Administrative Agent Representatives	Present	Absent	Administrative Agent Representatives	Present	Absent
Agar, Tim	x		Puranik, Rashmi		x
Barrow, Gordon	x		Simmons, Michelle		x
Barmer, David	x		Ravinia Hayes-Cozier	x	
HAHSTA Staff	Present	Absent	PC Staff	Present	Absent
Barnes, Clover	x		Baker, Rochelle	x	
			Lamont Clark	x	
Carrigan, Michael	x				
Fortune, Ebony	x				



Guests				
Ben Marmara	Angie Hinzey	Mark Nabity		
Daniel Nelson	Anthony Seymore			
Bridgette Keefe	Mary Bowman			
Bobbie Smith	Achim Howard			
Kermit Turner	Issiaga Daffe			

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

AGENDA	
Item	Discussion
Public Comment #1	There were no public comments.
Call to Order	The meeting was called to order by Justin Goforth, Co-Chair of the Council at 5:30 pm. Then he asked everyone to introduce themselves for the record.
Review and Approval of the Agenda	It was moved by Barbara Chinn and seconded by Keith Callahan to approve the agenda. The agenda was unanimously approved.
Review and Approval of the Minutes	It was moved by Ron Swanda and seconded by Keith Callahanto approve the December 2014 Minutes. The minutes were unanimously approved.
Chair Report	<p>Angie Hinzey Justin Goforth stated Angie Hinzey from George Washington University has offered to work with the Planning Council on organizational development. He stated her work may assist the Council in developing a paper or workshop for the United States Conference on AIDS.</p> <p>Angie Hinzey gave background information on herself stating that she is a graduate of George Washington University Masters of Public Health Program, she worked with Adolescent sexual health in South Carolina. She came back to DC to do work in the same area. She teaches graduate students at GWU. She also works on Organizational Development at GWU.</p> <p>She stated that during her observations of the planning council she noticed that there are a lot of assets on the Council. She would therefore like to bring light to those assets by interviewing Planning Council members about their experiences on the Planning Council. These interviews would be one on one conversation, which</p>



would be private. The data and information gathered from these interviews would be reported back in aggregate form. Ms. Hinzey stated that the interviews would be structured and last between 30-60 minutes, and there could be a follow up interview depending on the information gathered. These interviews would take place over the next several months, with the results gathered into a report. She stated that she does not expect to get paid to do this work.

Ron Scheraga asked how would the interviews take place? Angie H. stated that her preference is in person interviews. She said she is flexible in terms of her time and her ability to travel.

She stated that the purpose of the research is to explore the behaviors of Planning Council members, then explore how these behaviors shape relationships with other planning council members. The information would reside with Angie and would be triple password protected. She stated that she can interview people over the next month or two, and it would take a month to analyze the data.

Ravinia C. asked what is the protocol when an individual or group would like to work with or conduct a study with the Planning Council. Justin G. replied that typically the request would start in a committee, go through the Executive committee, then come to the full Planning Council. He said there probably needs to be an official protocol established.

Restructuring of HOPWA Funds

Just G stated he attended a meeting at HAHSTA around the Technical Assistance they received from HRSA and guidance from contractors they hired on how to restructure HOPWA. He stated the main points were that it was a system that was developed in the 1990s that is not meeting the needs of the current HIV epidemic, and it needs to be revamped to better utilize money that is only being used by very few people. He stated that it was a meeting of community stakeholders, and they would hold another meeting on March 16th.

75/25 Waiver

Justin G. stated that HAHSTA has been pursuing what is necessary to get the application for the waiver completed. There was a conference call with the HRSA Project Officer who said that there was very specific data that was need in order to receive this waiver. This data would have to include such things as how many clients are enrolled in insurance, Medicaid, Medicare, etc. and this data would have to be presented in a very scientific way that justified why this waiver was needed. The Grantee doesn't currently have all of this data, but would have it as the data comes in and matures. Data partnerships also need to be established between agencies and states.

Mayor's Office of Talents and Appointments

Justin G spoke with someone at MOTA and how he hopes they would be able to prioritize naming an official Chair for the Ryan White Planning Council. He stated he



	<p>would be going to the Wilson Building next week to have a discussion with MOTA. About several things and would update folks via email the details of his meeting.</p> <p>Senate Staff Briefing Justin G said he was on a panel discussion with Dr. Eugene McCray who is the new Division Director for HIV Prevention for CDC. The meeting was made up of Senators and staffers.</p> <p>Mayor Bowser Keith C. inquired about inviting the Mayor to a RWPC meeting. Justin G. stated that he would ask that question of MOTA when he meets with them. Barbara C. said she would like the Planning Council to ask the Mayor to come to a meeting and ask her what her vision is for continuing to build upon the work that has been done around HIV/AIDS and the community that it serves. She said she would like the body to consider questions that they would provide to her so she is not blindsided. Justin G. stated people should get their questions to Lamont C.</p>
<p>Grantee Report</p>	<p>75/25 Waiver Clover B. stated that in regard to the 75/25 waiver that in conversation with the HRSA Project Director, the Grantee would need to be able to present client level data which shows if 75% of money is to go to medical services, how the clients being covered. The data would need to show Medicaid, Insurance Data, etc. client level, by jurisdiction. She stated that a nearby EMA has been trying to apply for a waiver for over 18 months and they have not been successful. HRSA is seeking very specific data, and the Project Officer has suggested speaking with the nearby EMA in order to gain a lessons learned perspective which could be beneficial to the Metropolitan Washington Regional’s application.</p> <p>Clover B. noted that the EMA data will be a year old when they submit their service report next month. That data would then need to be cross-referenced with other data that they do not have access to. They will have to work to get that access from each jurisdiction.</p> <p>The percentage that is requested will have to be proved via the data. At this point an application cannot be created with that level of data. This may be able to get done by the next grant cycle, or within four months of the start of the grant cycle.</p> <p>Grantee Report, DC, and West Virginia Report EMA Wide Part A expenditures are at 58.1% and should be at 75%. In Part A MAI expenditures are at 61.4% and should be at 75%. The overall EMA expenditures for Part A MAI have improved from last month’s reporting and are within the 15% variance window. District of Columbia expenditures are at 62.1% for Part A and 73.9% for Part A MAI. Suburban Maryland expenditures are at 60.9% for Part A and 58.2% for Part A MAI. Northern Virginia expenditures are at 51.9% for Part A and 48.9% for Part A MAI. West Virginia expenditures are at 61.6% for Part A and 88.2% for Part A MAI.</p>



	<p>Part A EMA-Wide services are at 43.6% spent. The service category of AIDS Pharmaceutical Assistance (Local) which is administered by NVRC is the reason the overall spending is below the expected 75%. There have been some reallocations of funds from there. There has been talk with Maryland and Virginia on whether they will have unspent funds, how much, and how it can be used to cover the ADAP shortfall in DC. This would have to be done before the end of the grant year.</p> <p>The Part A- MAI EMA-Wide Services are at 91.8% spent.</p> <p>Michael Kharfen noted that HAHSTA is working with Administrative Agents on the issue of under-spending. They are working to make sure that they are not penalized by HRSA (above 5%). As a Planning Council they will have to take into consideration how allocations are made. Using technical experts during PSRA will assist in making sure that the body is utilizing data appropriately to understand where they want to be, especially since this EMA is an area that has optimized use of health care insurance.</p> <p>Martha C. asked if the council would be provided with client utilization data during the process. Clover B. stated that there would be client level data available for use. She said utilization data is aggregate data, but the CareWare data would be more specific.</p> <p>Michael K. noted that new data that the Grantee is receiving shows 60% of cases in DC are virally suppressed, which is much higher than the national average (25%).</p>
<p>Jurisdictional Reports</p>	<p>Suburban Maryland Ravinia Hayes-Cozier stated that they are looking into service categories that are not in the 65-84% range so they can get a sense of why this is happening. They are working with their sub-recipients to get a handle on what they need to work with them in order to move those numbers forward.</p> <p>She stated that they are looking at sub-recipient targets that were set for the year, and from a client perspective, are they meeting those targets. They will also look to see if those targets are realistic, were they over or under-estimated. This will help them make the allocations moving into GY25. They want to focus on what are the barriers and concerns that may affect services.</p> <p>Northern VA Tim Agar noted that the reports in the binder spoke to the current Northern VA expenditures. The information in the binders is the current situation. They are in constant communications with their vendors to make sure they are on top of their spending and to anticipate any unspent dollars. He stated they are pleased with their ACA enrollment efforts. NVRC engaged a team of assistors that have worked to help enroll 400 additional people under ACA. Site visits are continuing and they hope to obtain detailed information for the entire 2014.</p>



<p style="text-align: center;">Motion</p>	<p>The Bylaws, Policies, and Procedures committee put forth a motion to amend Appendix C in order to set an established policy for attendance of committee and planning council meetings.</p> <p>The motion passed 22 – YES, 2-No.</p> <p>Ron Scheraga moved to allow Angie Hinzey to work with the Ryan White Planning Council. The motion was seconded. The motion passed.</p>
<p style="text-align: center;">Standing Committee Minutes & Updates</p>	<p>Bylaws, Policies & Procedures They will have a meeting next month.</p> <p>Membership Barbara Chinn reported that they are researching a way to identify a qualified Parliamentarian. Once they identified a candidate they will like the full council to participate in the interview.</p> <p>Consumer Access Laurence S. noted they are working on several issues brought to the committee from the community.</p> <p>Keith C. noted Rochelle B. helped the group understand their labs.</p> <p>Laurence S. noted Maryland is working on their leadership structure and they have moved to a new date, the first Monday of every month.</p> <p>Care Strategies and Coordination of Standards (CSCS) Lamont C. noted that they discussed the data from CareWare via HAHSTA. They also discussed the ‘Front Desk Training’ which will take place in February. There will be a total of three training throughout the year.</p> <p>Debra C. mention that there was a Standard of Care discussion. Lamont C. noted that the sub-committee decided they would review the current standards, and would also look into partnering with CMOC in order to review the standards of care. Michael Carrigan of HAHSTA is creating an EFA standard of care.</p> <p>Needs Assessment & Comprehensive Planning (NACP) Brandon Nichols reported that they formed an ad hoc committee to look into how to share the data from the consumer survey. They are also meeting with a GWU student who will help them analyze their data.</p> <p>Fiscal Oversight & Allocations (FOAC) Laurence S. stated that FOAC will begin working on the PSRA process. They are forming an ad hoc committee to create the calendar for this year.</p>
<p style="text-align: center;">Public Comment #2</p>	<p>Nona C. made a comment via permanent housing for Transgender women.</p> <p>Achim H. made a comment regarding support groups for Transgender and HIV positive men. He stated that they need a place to go for support.</p>



	Ruby made a comment that she would like Ryan White Planning Council members to be active in USCA. She also made a comment that there isn't any money outside of Ryan White that provide support services for Transgendered, HIV positive women. She would like to see the Planning Council allocate money to that area.
Meeting Calendar	Justin Goforth advised the Council to review the calendar.

ANNOUNCEMENTS

- Barbara C. announced that AIDS Health Care Foundation is opening an office on Benning Road.
- Clover B asked HOPWA recipients to attend clients to review and test a survey that will be distributed to all HOPWA clients
- Renee C. noted that funds for STROMU is now available for PG County residents.
- Lamont C noted that HAHSTA is working to get reimbursement checks and moving forward they are looking to implement a debit card program for reimbursement

HANDOUTS

Agenda dated 1/22/2015
 Minutes dated 12/18/2014
 Grantee Report
 Grantee Narrative Report YEAR 24 –Reporting Period September 1, 2014 through November 30, 2014
 EMA-Wide Roll Up FOAC Allocations and Awards through November 30, 2014
 Jurisdictional District of Columbia and West Virginia Report
 DC and West Virginia Utilization Report
 NOVA Regular FOAC Report through November 30, 2014
 NOVA MAI FOAC Report through November 30, 2014
 NOVA Client Utilization
 Suburban Maryland Regular Part A and MAI FOAC Report through November 30, 2014
 January 2015 Standing Committee Minutes
 NOVA Motion

ACTION ITEMS – Open

#	Item	Assigned To	Date Assigned	Due Date	Status
1.					

MOTIONS

#	Motion	Motioned By	2 nd By	Approved By
1				

MEETING ADJOURNED	7:14pm
NEXT MEETING	February 26, 2015 441 4 th Street, NW Washington, DC. 11 th Floor