



Metropolitan Washington Regional Ryan White Planning Council			Meeting Minutes
<b>Standing Committee</b>	<b>Planning Council</b>		
<b>Meeting Title - Type</b>	Monthly Meeting		
<b>Date / Time</b>	March 24, 2016	5:00pm-7:00pm	
<b>Location/Room</b>	441 4 <sup>th</sup> 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
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			



<b>Guests</b>				

<b>HIGHLIGHTS</b>
<ul style="list-style-type: none"> <li>○ Chair Report</li> <li>○ Grantee Report</li> <li>○ Jurisdictional Reports</li> <li>○ Integrated HIV prevention &amp; care plan guidance</li> </ul>

<b>AGENDA</b>	
<b>Item</b>	<b>Discussion</b>
<b>Call to Order</b>	The meeting was called to order by Kaleef M. at 5:20 pm. Then he asked everyone to introduce themselves for the record.
<b>Review and Approval of the Agenda</b>	Motioned by Chuck G. and the motion was 2 <sup>nd</sup> by Pam. The agenda was approved.
<b>Review and Approval of the Minutes</b>	Motioned and approved. Minutes were approved.
<b>Chair Report</b>	<p>Kaleef announces Martha has resigned from the CSCS chair position. The chairs plan to select a Planning Council chair member to chair the CSCS committee during the interim.</p> <p>‘Integrated HIV Prevention &amp; Care Plan Guidance’ sheet was placed on everyone’s table. Kaleef would like 7-10 people from the planning council to work on the plan. Kaleef explains it will 2-4 hours a month of time that will need to be devoted to working on the plan. The group will be responsible for gathering data, etc.</p>
<b>Recipient Report</b>	<p><b>Recipient Report</b></p> <p><b>Clover B. gave the Recipient Report.</b></p> <p>Partial award has been awarded for 2016. : \$17,455,577, represents partial formula and partial MAI.</p> <p><b>Part A</b> overall expenditures for the month of January is at 81.1% and should be at 91.7, then <b>Part A MAI</b> is at 83.6 and should be at 91.7. Expenditures are up 10% from last month.</p> <p><b>Part A EMA- wide</b> expenditures are at 85% and they should be at 91.7. AIDS Pharmaceutical Assistance Local is underspent, Virginia will explain the AIDS Pharmaceutical Assistance Local portion. Overall expenditures are up 29% from last month</p>



	<p><b>Part A MAI EMA-Wide</b> is at 85.1% should be at 91.7%. Expenditures are up 4% from last month and within the allowable 15% variance</p> <p>The DC jurisdiction purchased Hepatitis C drugs and funding was underspent in the form of grants from DC, MD, and Virginia as well as salaries and contracts for a total of \$2,335,606. The types of Drugs purchased, the quantities, and the numbers of patient it treated is all listed.</p> <p>(HIPCA) ADAP, (housing and referral services, non-medical case management) fee for service Grant year 26 the DC jurisdiction funded 3 new service category</p> <p>The funds for hep c were moved from the following service categories : OAMC, MCM, SA, MH, MNT, EIS, EFA, FB, TA, MAI-OAMC, MAI-MH, MAI-SA, MAI-outreach, OTT-EIS, OTT-MT and OTT-Psycho. 95.5% of the grant must be spent or a penalty will be given.</p> <p><b>District of Colombia:</b> Part A expenditures are at 82.0% and should be 91.7%. <b>MAI:</b> Part A expenditures are at 79.1% and should be 91.7%.</p> <p><b>West Virginia:</b> Part A expenditures are at 90.7% and should be 91.7%. <b>Part A MAI</b> expenditures are at 85.6% and should be at 91.7%. Regular: Spending in medical nutrition therapy lower than expected due to a programmatic switch in providing actual supplements instead of vouchers. Spending in outreach is lower than expected due to medical case managers focusing more on case management and linkages to care.</p>
<p><b>Jurisdictional Reports</b></p>	<p><b>Suburban Maryland</b> Ravinia Hayes Cozier gave the report for Suburban Maryland. She states that the overall spending is at the end of January is 81.2%.</p> <p>She explains that regular service categories are healthy at 81.4% for actual expense, and this represents an 8% increase in spending from last month (65.4%).</p> <p>There were also service categories that were underspent:</p> <p>AIDS Pharmaceutical Assistance: 63.3% this represents a 12.9% increase in spending from last month (50.4%).</p> <p>Medical Transportation: 52.8% (spending increase of (13.1%.))</p>



	<p>Medical Nutritional Therapy: 71.8% this represents a 10.1% increase in spending from last month (61.7%)</p> <p><b>MAI:</b> Reveals actual expense, MAI service categories seem stable at 78.8 % for actual expense.</p> <p><b>Oral Health</b> 75.5% (This reflects the late start of one provider in securing subcontractors) however, it also allowed them to add additional providers, this represents a 22.9% increase in spending compared to last month (52.6%).</p> <p><b>Medical Transportation:</b> 59.4%</p> <p><b>Northern VA</b> Tim Agar give the report for Northern Virginia:</p> <p>He explains that the report has been adjusted, as a result of the funds that were turned back to DC HAHSTA to support the Hepatitis C drug purchase in the amount of \$437,000 in Service dollars</p> <p>Spending continues to be lower than expected in Oral Health Care (37%) as it continues to deal with late 3rd party billings, this will be resolved at the end of the grant year and it is projected to be fully spent. Spending is also lower in Mental Health Services (68%), Outreach (56%) and Linguistic services (42%) . Spending is low but it is anticipated that it will catch up.</p> <p>Spending has been completed in Medical Case Management. Medical Case Management is now being provided through regular Part A funds. Higher than expected spend-down in OAMC and Substance Abuse services</p>
<b>Motion</b>	
<b>Public Comment</b>	N/A
<b>Training</b>	Ka'leef gives a training on the PSRA process.
<b>Committee Updates</b>	<p><b>Membership</b> –Sharon C. explains that names have been submitted to the Mayor’s office, and the next wave of interviews will take place at the upcoming Membership meeting. She also encourages members to spread the word to promising candidates that may be interested. Guy A. explains that there are 8 spots open.</p> <p><b>Consumer Access</b> – Guy A. explains that he is the community liason. He suggested a PSRA orientation for the community to explain terminology, etc. He suggests going to providers to get more information directly about the clients. A calendar is being created for consumers. Google hangout should be utilized to access the younger generation.</p> <p><b>Needs Assessment and Comprehensive Planning</b> –Meriam M. explains that the</p>



committee is working on an outline and what questions should be on the unmet needs survey.

**Care Strategies, Coordination and Standards-** Dustin Baker-Holley explains that the committee is prioritizing service categories, and that they broke up into 4 different groups, and each group creating service standards. The committee is doing each group of service categories 4 at a time.  
 Ka'leef explains that HRSA has sent out updated standards about a year ago and that some of the current service categories are being revised, while some of them are missing and are being created from the beginning. The committee is using service standards from other EMA's as reference.

**Financial Oversight and Allocations** – Scott S. explains that in the following week from 10-1, there would be a data meeting at HAHSTA office and encourages anyone to be present.

**ANNOUNCEMENTS/OTHER DISCUSSION**

**HANDOUTS**

Agenda dated 3/24/2016  
 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  
 March 2016 Standing Committee Minutes

**ACTION ITEMS – Open**

#	Item	Assigned To	Date Assigned	Due Date	Status
1.					

**MOTIONS**

#	Motion	Motioned By	2 <sup>nd</sup> By	Approved By
1				

<b>MEETING ADJOURNED</b>	6:52 PM
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<b>NEXT MEETING</b>	May 26, 2016 441 4 <sup>th</sup> St NW Washington DC
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