



The **Washington, D.C. Regional Planning Commission on Health and HIV (COHAH)** will invigorate planning for HIV prevention and care programs that will demonstrate effectiveness, innovation, accountability, and responsiveness to our community.

# **COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING AGENDA**

**WEDNESDAY, NOVEMBER 20, 2024 11:00AM TO 1:00PM**

**ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING**

*ELECTRONIC – ONLINE MEETING*

**Note: all times are approximate**

11:05 am	<ol style="list-style-type: none"> <li>1. Call to Order and Moment of Silence</li> <li>2. Welcome and Introductions</li> </ol>
11:10 am	<ol style="list-style-type: none"> <li>3. Adopt Agenda for November 20, 2024</li> <li>4. Approve Minutes for October 23, 2024</li> </ol>
11:15 am	5. Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight
11:45 am	6. Other Business
12:00 pm	7. Announcements and Adjournment
<b><u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u></b>	<b>WEDNESDAY DECEMBER 18, 2024 11AM TO 1PM ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING (ONLINE)</b>

# **COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING MINUTES**

**WEDNESDAY, OCTOBER 23, 2024 – 11:00AM**

**ZOOM CONFERENCE AND VIDEO CALL**

**ELECTRONIC – ONLINE MEETING**

<b>ATTENDEES/ROLL CALL</b>					
<b>COMMISSIONERS</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMITTEE MEMBERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Carney, Misty		X	Dyson, Casey	X	
Clark, Lamont (Gov. Co-Chair)	X				
DeMartino, Peter		X			
Lewis, Jason	X				
Palmer, Kentrell (Kenny)		X	<b>COMMUNITY PARTNERS/GUESTS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Ramos, Claudia	X		Lewis, Rodney	X	
Stuckey, Christopher		X			
Shaw-Richarson, Re'ginald	X				
<b>RYAN WHITE RECIPIENT STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>CONSULTANTS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Edmonds, Jason	X				
Price, Ashley	X				
Smith, Avemaria	X				
<b>HAHSTA STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMISSION SUPPORT STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>
			Bailey, Patrice		X
			Johnson, Alan	X	

## **HIGHLIGHTS**

*NOTE: This is a draft version of the October 23, 2024, Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the November 20, 2024, meeting and made available thereafter.*

## **AGENDA**

<b>ITEM</b>	<b>DISCUSSION</b>
<b>Call to Order</b>	Lamont C. called the meeting to order at 11:05 am, followed by a moment of reflection and introductions.
<b>Review and Adoption of the Agenda</b>	With no additions to the October 23, 2024, CPC Meeting Agenda noted, Lamont assumed the motion to adopt the agenda as presented.

<p><b>Review and Approval of the Minutes</b></p>	<p>With no revisions noted on the September 25, 2024, Meeting Minutes, Lamont assumed the motion to approve the meeting minutes as presented.</p>
<p><b>Ryan White HIV/AIDS Program (RWHAP) Reports &amp; Financial Oversight</b></p>	<p><u>Avemaria S. presented the Recipient Report</u>          The Part A and Part A MAI GY'34 report is being presented for the month of August. The total award is \$33,326,752 which includes carryover funds.</p> <p><u>FISCAL STATUS</u>          Twenty-seven (25) of twenty-eight (28) providers have submitted payment requests that were processed for Part A and Part A MAI in August 2024.</p> <p>There were no service delivery challenges in DC, Maryland or Virginia.</p> <p><u>PART A FISCAL SUMMARY</u>          Part A expenditure was at 39% and should have been at 50%.</p> <p>Services affected by an unprocessed invoice were Early Intervention Services (EIS), Housing Services (HS), Medical Case Management (MCM), Medical Transportation Services (MT), Non-Medical Case Management (NMCM), Outreach Services (OS), and Psychosocial Support Services (PSS).</p> <p>Services spending 30% below expected were Early Intervention Services (EIS), Housing Services (HS), and Oral Health Services (OH).</p> <p>There were no services spending 30% above expected.</p> <p><u>PART A MAI FISCAL SUMMARY</u>          Part A MAI expenditures were at 43% and should have been at 50%.</p> <p>Service areas affected by unprocessed invoices were Early Intervention Services (EIS), Mental Health Services (MH), Medical Case Management (MCM), Outpatient/ Ambulatory Health Services (O/AHS), Substance Abuse Outpatient Care (SAOC), and Psychosocial Support Services (PSS).</p> <p>There was no service spending at 30% below expected.</p> <p>Services spending 30% above expected were Medical Transportation (MT), and Non-Medical Case Management (NMCM).</p> <p>Avemaria noted that grants management staff and fiscal tracking staff are working double duty processing the closure of fiscal year 24 and the implementation of fiscal year 25.</p> <p><u>RECIPIENT REPORT</u>          On October 1, 2024, the Recipient successfully applied for the maximum amount of \$34 million in the HRSA Ryan White HIV/AIDS Program Part A HIV Emergency Relief Grant Program Notice of Funding Opportunity for FY25.</p> <p>The Recipient published the FY 2025 Ryan White Part A HIV/AIDS Program Request For Application (RFA) on October 11, 2024. The full RFA is available</p>

	<p>on the DC Community Grant Program, Mayors Office of Community Affairs website. Applications are due December 3, 2024. An email was sent with the RFA information along with postings on social media. The Recipient convened the Ryan White Part A pre-application conference on October 22, 2024. The meeting provided an overview of the RFA requirements and addressed specific questions and concerns during an open question period. Once that period is closed, no more questions will be answered. A compilation of FAQ's will be emailed to the participants and the those who have submitted letters of intent. The presentation from the pre-app meeting and the recording, if there is enough space, will be available on the HAHSTA website under Ryan White Part A Notice of Request for Applications website where you'll also find the application.</p> <p>The Recipient has initiated the process of awarding a sole source award to one of the interested Maryland health departments. This funding will support activities from November 2024 to February 2025.</p>		
Other Business	<p><u>EFA Service Standard Update</u>          Lamont asked the Recipient if there was any information or tips, he could forward to the ISC committee before they begin their work on the EFA services standard. The Recipient responded that the \$3,000,000 voted on during the PSRA process and authorized by the COHAH will meet the current needs. No other information has been obtained from any of the jurisdictions that would assist in reviewing the standard. The Recipient plans to have representatives at the ISC meeting to make recommendations of all considerations in making any potential modifications.</p>		
<b>ANNOUNCEMENTS/OTHER DISCUSSION</b>			
<p>Lamont announced that early voting starts October 28<sup>th</sup>. He encouraged everyone to do their research and be sure to vote.</p>			
<b>HANDOUTS</b>			
<ul style="list-style-type: none"> <li>• October 23, 2024, Comprehensive Planning Committee (CPC) Meeting Agenda</li> <li>• September 25, 2024, Comprehensive Planning Committee (CPC) Meeting Minutes</li> <li>• Recipient Reports for July 2024</li> </ul>			
<b>MEETING ADJOURNED</b>	<b>11:25 AM</b>	<b>NEXT MEETING</b>	<b>WEDNESDAY, NOVEMBER 21, 2024 11:00 AM to 1:00 PM ZOOM CONFERENCE AND VIDEO CALL</b>

**Date: November 20, 2024**

**To: Comprehensive Planning Committee (CPC)**

**From: Ryan White HIV/AIDS Program (RWHAP) Recipient Staff**

**Re: Monthly Fiscal and Recipient Report (Part A and Part A MAI Funding)  
Year 34 - Reporting Period: September 1 – 30, 2024**

**Part A and Part A MAI.** The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 34 includes two components: Part A and Part A Minority AIDS Initiative (MAI). These reports are designed to report distinctly on the associated program activities. **For GY 34, the recipient received a full award with carryover in the amount of \$33,326,752.**

**Notes on Overview.** The fiscal spreadsheets list the service categories by Part and jurisdiction and identify the reported expenditure as a proportion of expected-to-date. The COHAH has requested an explanation of those service categories with a 30% variance from the target percentage.

## FISCAL STATUS

For Part A and Part A MAI:

**September 2024** - twenty-five **(25)** of the twenty-eight **(28)** providers submitted payment requests that were processed, and three **(3)** providers have not yet submitted **September 2024** invoices.

## SERVICE DELIVERY CHALLENGES

**DC:** No challenges.

**MD:** No challenges.

**VA:** No challenges.

**PART A FISCAL SUMMARY**

Part A expenditures are 47% and should be 58%. (Overall Expenditure rates by funding source for the reporting period)

**Service areas affected by unprocessed invoices:**

Early Intervention Services (EIS)
Housing Services (HS)
Mental Health Services (MH)
Medical Case Management (MCM)
Medical Transportation Services (MT)
Non-Medical Case Management (NMCM)
Other Professional Services (OPS)
Psychosocial Support Services (PSS)
Oral Health Services (OH)
Outpatient/Ambulatory Health Services (O/AHS)
Medical Nutrition Therapy (MNT)
Substance Abuse Outpatient Care (SAOC)

**Services 30% below expected:**

Housing Services (HS)
Oral Health Services (OH)

**Services 30% above expected:**

N/A
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**PART A MAI FISCAL SUMMARY**

Part A MAI expenditures are 46% and should be 58%. (Overall Expenditure rates by funding source for the reporting period)

**Service areas affected by unprocessed invoices:**

Early Intervention Services (EIS)
Mental Health Services (MH)
Medical Case Management (MCM)
Outpatient/ Ambulatory Health Services (O/AHS)

Non-Medical Case Management (NMCM)

Psychosocial Support Services (PSS)

**Services 30% below expected:**

Mental Health Services (MHS)

**Services 30% above expected:**

Medical Transportation (MT)

**RECIPIENT REPORT**

- 1. FY25 DC Health Ryan White Part A HIV/AIDS Program Request for Applications (RFA):** Applications are due by December 3, 2024. The updated RFA and an FAQ document are available on the DC Clearinghouse Community Affairs website. The FAQ document will be updated every three days until November 19, 2024. After the application deadline, the review process will commence, including prescreening, and both internal and external reviews, before funding decisions are made.

Washington, DC EMA Ryan White PART A/MAI Grant Year 34 Report through September 2024

PART A Notice of Grant Award with Carryover: \$33,326,752

Jurisdiction	Current Award-Finalized	Expenditures	Remaining Balance	Percent Spent	Comments
District of Columbia - PART A	\$19,938,795	\$9,240,829	\$10,697,966	46%	
District of Columbia - MAI	\$1,620,119	\$766,418	\$853,701	47%	
District of Columbia Subtotal	<b>\$21,558,914</b>	<b>\$10,007,247</b>	<b>\$11,551,667</b>	<b>46%</b>	
Northern Virginia - PART A	\$1,996,903	\$875,616	\$1,121,287	44%	
Northern Virginia - MAI	\$251,451	\$121,679	\$129,772	48%	
Northern Virginia Subtotal	<b>\$2,248,354</b>	<b>\$997,295</b>	<b>\$1,251,059</b>	<b>44%</b>	
Suburban Maryland - PART A	\$3,621,549	\$1,761,994	\$1,859,555	49%	
Suburban Maryland - MAI	\$325,000	\$120,560	\$204,440	37%	
Suburban Maryland Subtotal	<b>\$3,946,549</b>	<b>\$1,882,554</b>	<b>\$2,063,995</b>	<b>48%</b>	
West Virginia - PART A	\$452,699	\$219,266	\$233,433	48%	
West Virginia Subtotal	<b>\$452,699</b>	<b>\$219,266</b>	<b>\$233,433</b>	<b>48%</b>	
<b>TOTAL PART A</b>	\$26,009,946	\$12,097,705	\$13,912,241	47%	
<b>TOTAL - MAI</b>	\$2,196,570	\$1,008,657	\$1,187,913	46%	
<b>TOTAL GRANT</b>	<b>\$28,206,516</b>	<b>\$13,106,362.68</b>	<b>\$15,100,153.38</b>	<b>46%</b>	

Washington, DC EMA Ryan White PART A/MAI Grant Year 34 Report through September 2024  
PART A

SERVICE CATEGORY	CURRENT AWARDS	EXPENDITURES TO DATE								COMMENTS
		DC	MD	VA	WVA	Total	Reported %	Expected \$	Expected %	
Outpatient/Ambulatory Health Services (OAHS)	\$3,568,243	\$1,143,311.41	\$386,951.90	\$96,067.45		\$1,626,330.76	46%	\$2,081,475.07	58%	Unprocessed invoices
Oral Health Care	\$1,643,556	\$275,505.11	\$276,318.01	\$40,723.42		\$592,546.54	36%	\$958,741.00	58%	Unprocessed invoices; decrease in service utilization; will continue to monitor.
Early Intervention Services (EIS)	\$4,549,208	\$1,410,753.94	\$91,297.65	\$392,591.76		\$1,894,643.35	42%	\$2,653,704.67	58%	Unprocessed invoices
Health Insurance Premium & Cost Sharing Assistance (HIPCSA)	\$59,948	\$0.00	\$9,467.06		\$17,191.20	\$26,658.26	44%	\$34,969.67	58%	
Home and Community-Based Health Services (HCBS)	\$130,667	\$59,412.98				\$59,412.98	45%	\$76,222.42	58%	
Mental Health Services (MHS)	\$537,632	\$239,193.47		\$3,397.94		\$242,591.41	45%	\$313,618.67	58%	Unprocessed invoices
Medical Nutrition Therapy (MNT)	\$330,896	\$108,276.23	\$31,296.00		\$852.48	\$140,424.71	42%	\$193,022.67	58%	Unprocessed invoices
Medical Case Management (MCM)	\$4,024,174	\$1,107,264.75	\$524,405.96	\$152,626.05	\$65,933.91	\$1,850,230.67	46%	\$2,347,434.80	58%	Unprocessed invoices
Substance Abuse Services - Outpatient (SAOC)	\$313,668	\$152,775.77		\$2,151.43		\$154,927.20	49%	\$182,973.00	58%	Unprocessed invoices
Non-Medical Case Management Services (NMCM)	\$2,960,374	\$986,943.67	\$296,078.37	\$83,563.25		\$1,366,585.29	46%	\$1,726,884.88	58%	Unprocessed invoices
Emergency Financial Assistance (EFA)	\$3,132,314	\$1,674,012.71			\$103,842.21	\$1,777,854.92	57%	\$1,827,183.17	58%	
Food Bank/Home Delivered Meals	\$1,905,876	\$1,090,649.41				\$1,090,649.41	57%	\$1,111,761.00	58%	
Other Professional Services (OPS)	\$250,000	\$106,132.53				\$106,132.53	42%	\$145,833.33	58%	Unprocessed invoices
Medical Transportation (MT)	\$285,027	\$93,363.48	\$34,090.87	\$4,536.85	\$25,200.00	\$157,191.20	55%	\$166,265.75	58%	Unprocessed invoices
Housing Services (HS)	\$240,266	\$69,598.58				\$69,598.58	29%	\$140,155.17	58%	Unprocessed invoices
Outreach Services (OS)	\$276,586	\$62,842.75	\$71,996.27	\$2,110.60	\$6,246.34	\$143,195.96	52%	\$161,341.83	58%	
Psychosocial Support Services (PSS)	\$1,807,262	\$660,791.99	\$40,092.00	\$97,847.73		\$798,731.72	44%	\$1,054,236.17	58%	Unprocessed invoices
<b>TOTAL</b>	<b>\$26,015,697</b>	<b>\$9,240,828.78</b>	<b>\$1,761,994.09</b>	<b>\$875,616.48</b>	<b>\$219,266.14</b>	<b>\$12,097,705.49</b>	<b>47%</b>	<b>\$15,175,823.24</b>	<b>58%</b>	

Underspent over 30%

Overspent over 30%

Washington, DC EMA Ryan White PART A/MAI Grant Year 34 Report through September 2024  
PART A MAI

PART A MAI

SERVICE CATEGORY	CURRENT AWARDS	EXPENDITURES TO DATE							COMMENTS
		DC	MD	VA	Total	Reported %	Expected \$	Expected %	
Outpatient/Ambulatory Health Services (OAHS)	\$554,887.00	\$248,470.68	\$18,422.31	\$22,215.10	\$289,108.09	52%	\$323,684.08	58%	Unprocessed invoices
Early Intervention Services (EIS)	\$440,938.00	\$117,971.91	\$35,446.50	\$40,121.48	\$193,539.89	44%	\$257,213.83	58%	Unprocessed invoices
Mental Health Services (MHS)	\$287,982.00	\$100,065.69	\$11,294.26		\$111,359.95	39%	\$167,989.50	58%	Unprocessed invoices
Medical Case Management (MCM)	\$338,710.00	\$105,414.26	\$31,657.02	\$10,164.02	\$147,235.30	43%	\$197,580.83	58%	Unprocessed invoices
Medical Transportation (MT)	\$10,000.00	\$9,078.00			\$9,078.00	91%	\$5,833.33	58%	One provider's procurement process required purchasing transportation cards to cover all customer needs for the duration of the grant period.
Non-Medical Case Management (NMCM)	\$170,000.00	\$80,898.72	\$865.42		\$81,764.14	48%	\$99,166.67	58%	
Substance Abuse Services - Outpatient (SAOC)	\$66,899.00	\$14,375.01	\$10,882.71		\$25,257.72	38%	\$39,024.42	58%	
Psychosocial Support Services (PSS)	\$327,154.00	\$90,143.67	\$11,992.14	\$49,178.29	\$151,314.10	46%	\$190,839.83	58%	Unprocessed invoices
<b>TOTAL</b>	<b>\$2,196,570.00</b>	<b>\$766,417.94</b>	<b>\$120,560.36</b>	<b>\$121,678.89</b>	<b>\$1,008,657.19</b>	<b>46%</b>	<b>\$1,281,332.50</b>	<b>58%</b>	

Underspent over 30%

Overspent over 30%