

PLANNING COMMISSION (COHAH) GENERAL BODY MEETING AGENDA

THURSDAY, SEPTEMBER 27, 2018 – 6:00PM TO 8:00PM

JUDICIARY SQUARE – CITYWIDE CONFERENCE CENTER

441 4TH STREET, NW; 11TH FLOOR; WASHINGTON, DC 20001

Note: all times are approximate

6:00 pm	<ol style="list-style-type: none"> 1. Call To Order and Moment of Silence 2. Welcome and Introductions
6:10 pm	<ol style="list-style-type: none"> 3. Ryan White HIV/AIDS Program (RWHAP) – Financial Oversight Reports <ul style="list-style-type: none"> • Suburban Maryland Administrative Agent Report • Northern Virginia Administrative Agent Report • DC and West Virginia Administrative Agent Report • RWHAP Recipient Report
6:30 pm	<ol style="list-style-type: none"> 4. COHAH Chat: Molecular HIV Surveillance <ul style="list-style-type: none"> • Brittani Saafir-Callaway and Adam Allston, DC Health – Strategic Information Division
7:30 pm	<ol style="list-style-type: none"> 5. Commission Administrative Business – “Things to Do” <ul style="list-style-type: none"> • Introduce the Executive Operations Committee (EOC) <ul style="list-style-type: none"> ◦ Nominations for two (2) voting members of the Commission • COHAH Vacancies - Unaligned Consumer Members – 7 slots available (1 DC, 3 MD, and 3 VA) • Review Bylaws – Suggested edits • Public Comment Policy – Review and Vote • Extending the COHAH Meetings – Thoughts?
7:50 pm	<ol style="list-style-type: none"> 6. New Business
7:55 pm	<ol style="list-style-type: none"> 7. Announcements <ul style="list-style-type: none"> • IMPORTANT DATES FOR OCTOBER – NOVEMBER – DECEMBER (back of the agenda)
8:00 pm	<ol style="list-style-type: none"> 8. Adjournment
<div> <div> <u>NEXT PLANNING COMMISSION (COHAH) MEETING:</u> </div> <div> THURSDAY OCTOBER 25, 2018 6PM-8PM JUDICIARY SQUARE – CITYWIDE CONFERENCE CENTER 441 4TH ST. NW; 11TH FLOOR WASHINGTON, DC 20001 </div> </div>	

IMPORTANT DATES – OCTOBER, NOVEMBER AND DECEMBER

DATE	TOPIC	TIME
October 16 th	Research and Evaluation Committee (REC) Meeting	3p to 5p
October 17 th	Integrated Strategies Committee (ISC) Meeting	4p to 6p
October 18 th	Community Engagement & Education Committee (CEEC) Meeting	5p to 7p
October 24 th	Comprehensive Planning Committee (CPC) Meeting	3p to 5p
October 25 th	Executive Operations Committee (EOC) Meeting @ 441 4 th St. NW	5p to 6p
October 25 th	COHAH General Body Meeting @ 441 4 th Street, NW on the 11 th Floor	6p to 8p
November 14 th	Integrated Strategies Committee (ISC) Meeting	4p to 6p
November 14 th	Community Engagement & Education Committee (CEEC) Meeting	5p to 7p
November 20 th	Research and Evaluation Committee (REC) Meeting	3p to 5p
November 28 th	Comprehensive Planning Committee (CPC) Meeting	3p to 5p
November 29 th	Executive Operations Committee (EOC) Meeting @ 441 4 th St. NW	5p to 6p
November 29 th	COHAH General Body Meeting @ 441 4 th Street, NW on the 11 th Floor	6p to 8p
<p style="text-align: center;">Due to the 2018 National Ryan White Conference on HIV Care and Treatment being held from December 10th to the 14th, we needed to reschedule the REC, ISC, and CEEC Meetings. TENTATIVE SCHEDULE BELOW</p>		
December 18 th	Research and Evaluation Committee (REC) Meeting	3p to 5p
December 19 th	Integrated Strategies Committee (ISC) Meeting	4p to 6p
	Community Engagement & Education Committee (CEEC) Meeting	5p to 7p
December 19 th	Comprehensive Planning Committee (CPC) Meeting	3p to 5p
December 20 th	Executive Operations Committee (EOC) Meeting @ 441 4 th St. NW	5p to 6p
December 20 th	COHAH General Body Meeting @ 441 4 th Street, NW on the 11 th Floor	6p to 8p

PLANNING COMMISSION (COHAH)

SPECIAL PSRA MEETING MINUTES

THURSDAY – AUGUST 23, 2018 – :00PM TO 8:00PM

441 4TH ST NW; ONE JUDICIARY SQ. ROOM 1117; WASHINGTON, D.C. 20002

ATTENDEES/ROLL CALL					
Planning Council Members	Present	Absent	Planning Council Members	Present	Absent
Adkins, Sarcia	X		Forman, Lynn		X
Baker-Holley, Nathaniel	X		Gomez, Ana	X	
Blocker, Lakisa	X		Hickson, DeMarc		X
Bowman, Joshua		X	Hughes, David	X	
Carama, Farima	X		Hutton, Kenya		X
Carney, Misty	X		Massie, Jenne	X	
Cauthen, Melvin	X		McClain, Lenora	X	
Clay, Cyndee		X	Mekonnen, Betelhem	X	
Coker, Sharon	X		Morse, Ka'leef	X	
Copley, Mackenzie	X		Padmore, Gerald	X	
Corbett, Wallace	X		Pannell, Altmann	X	
Cox, Derrick		X	Rakhmanina, Natella	X	
Cruz, Peter	X		Shaw-Richardson, Reginald	X	
Dean, Traci	X		Shazor, Charles		X
DiMartino, Peter	X		Simmons, Ron	X	
Fogal, Doug	X		Torre, Andrew	X	
Fonseca, Julio	X		Washington, Antonio	X	
Ford, Jasmine		X	Zoerkler, Jennifer	X	
Administrative Agent Representatives	Present	Absent	Administrative Agent Representatives	Present	Absent
Agar, Tim	X		Hayes-Cozier, Ravinia	X	
Avellanet, Felix	X		Moore, Tarsha	X	
Barmer, David	X				
HAHSTA Staff	Present	Absent	PC/HPPG Staff	Present	Absent
Barnes, Clover	X		Bailey, Patrice	X	
Fortune, Ebony	X		Clark, Lamont	X	
Kharfen, Michael	X				
Lago, Lena	X		Chanes-Mora, Paola (HAHSTA)	X	
Opoku, Jenevieve	X				
Varga, Leah	X				

HIGHLIGHTS	
<ul style="list-style-type: none"> ○ HIV Surveillance Presentation ○ Client Service Utilization Data Presentation ○ Chair Report ○ Recipient Report ○ Jurisdictional Reports 	
AGENDA	
Item	Discussion
Call to Order	The meeting was called to order by Kaleef M. at 5:24pm. He asked for a moment of silence then asked everyone to introduce themselves for the record.
Review and Approval of the Agenda	N/A
Review and Approval of the Minutes	N/A
EMA's Epidemiological Overview	Jenevieve Opoku, Behavioral Scientist from HAHSTA, gave a presentation on the Epidemiological/HIV Surveillance Data from the Washington DC EMA. She noted that the data gathered was based on 'residence at diagnoses.
Service Utilization and Spending	<p>Lena Lago, HAHSTA's Deputy Chief of Care and Treatment Division, gave a presentation on Client Service Utilization and Outcome Data. She noted that the data was specific to clients that were touched by the Ryan White program in the EMA.</p> <p>Clover Barnes gave a presentation on the DC EMA Expenditure and Unit-Based Cost Data for 2017. She noted that Unit Based Cost data was only for a 5-month period and at next years' PSRA the Commission would have data for a full year available which would then allow them to make better decisions.</p>
Priority Setting for the Washington, DC Eligible Metropolitan Area (EMA)	<p>Kaleef noted that everyone should have received a document that provides the definitions for all of the service categories.</p> <p>Lamont C. explained to the Commissioners how the Priority Setting voting process works. Commissioners were provided with voting sheets and upon completion of their votes, Lamont collected the forms for a final tally.</p>
Resource Allocation for the EMA	<p>Kaleef reviewed a document that showed the PSRA results from the 2018 PSRA process from each jurisdictions' PSRA process as well as information regarding Epidemiology and resource allocation from the 2017 process.</p> <p>Virginia Linguistic Services Motion He then noted that the first item of business was to address an issue from</p>

	<p>Virginia. He explained that there is a category called Linguistics Services that was not funded in the last PSRA process, but money was reprogrammed into that category during the year and there has been utilization of that category during the year. In the 2018 PSRA meeting for Virginia, because of an oversight, money was not put into that category again, but the need is there, so a percentage should be put in the category. Jennifer Z. suggested putting 1% into the category and take that money from Other Professional Services.</p> <p>A motion was made to take 1% from Other Professional Services and put 1% into Linguistic Services. The motion passed by a vote of 22 – Yes, 0 – No.</p> <p>EMA Resource Allocation</p> <p>Kaleef provided a chart that showed last year resource allocations. The chart also provided suggested allocations based on last year's allocations and where the current utilization of money is currently. The bases of the suggested allocations was to move money back into the jurisdictions where the money would be able to cover support services and be better utilized to help clients.</p> <p>Clover noted that reprogramming takes a process to get money back into the jurisdictions. She stated that it would be a more proactive measure to put money into the categories where they are more likely to be spent than it is to do a broad allocation then scramble to reprogram it in the middle of the year. It was also noted that since many clients have insurance, and Ryan White is a payer or last resort, there are a number of categories that do not have a high percentage of spending since the providers are billing insurance first. If there is no other payer, then Ryan White will pay. Typically, insurance has paid for most Core Services, while Ryan White tends to pay for most Support Services.</p> <p>A motion was made to accept the suggested Resource Allocations. The motion passed by a vote of 23 – Yes, 0 – No.</p> <p>Kaleef noted that the body needed to approve the entire slate of Priority Setting and Resource Allocations for the EMA and Jurisdictions. A motion was made to accept the entire slate. The motion passed by a vote of 23 – Yes, 0 – No.</p>
<p>Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight</p>	<p>Kaleef noted that there was some thoughts about how to take all of the work done by the Comprehensive Planning Committee (CPC) and present it to the entire General Body without a duplication of efforts. Tim A. noted that there could be an 'Assent Calendar' that would basically say that the work in each committee was completed and motions were passed at that level, and the motions would be presented to the General Body as an entire slate verses rehashing the same work. He noted that questions could still be raised, but it could be a more efficient process.</p> <p>Kaleef stated that tonite only the key points from the narratives would be</p>

	presented this evening instead of going through the entire Roll-Up. Ravinia Hayes-Cozier presented the narrative for Maryland. Ravinia noted that
ANNOUNCEMENTS/OTHER DISCUSSION	
HANDOUTS	
Agenda dated 8/23/2018 Recipient Report Recipient Narrative Report EMA-Wide Roll Up FOAC Allocations and Awards Jurisdictional District of Columbia and West Virginia Report DC and West Virginia Utilization Report NOVA Regular and MAI Report NOVA Reprogramming Request Motion Suburban Maryland Regular Part A and MAI FOAC Report PSRA Documents EMA Wide Voting Forms	

MEETING ADJOURNED	8:18 PM
NEXT MEETING	September 27, 20118

I, as Planning Council Government Co-Chair, hereby certify the accuracy of the above minutes:		
		Date the Minutes were approved by the Planning Council:
Signature of: Ka'leef S. Morse, MHS Government Co-Chair	Date:	