

# PLANNING COMMISSION (COHAH) GENERAL BODY MEETING AGENDA

THURSDAY, SEPTEMBER 28, 2023 – 6:00PM TO 8:00PM

**ZOOM CONFERENCE AND VIDEO CALL** 

Note: all tim	nes are approximate			
6:05 pm	1. Call To Order and Moment of Silence			
6:10 pm	<ol> <li>Review and Adoption of the Meeting Agenda for September 28, 2023</li> <li>Review and Adoption of the Meeting Minutes for July 27, 2023</li> <li>Review and Approval of the Meeting Minutes for August 24, 2023</li> </ol>			
6:15 pm	5. Ryan White HIV/AIDS Program (RWHAP) Recipient Report/ Updates			
6:25 pm	<ul> <li>6. Standing Committee Updates</li> <li>Research &amp; Evaluation Committee (REC) {Next mtg.: Tue. Oct 17<sup>th</sup> @ 3pm}</li> <li>Community Engagement &amp; Education Committee (CEEC){Next mtg.: Thur. Oct 19<sup>th</sup> @ 5pm}</li> <li>Comprehensive Planning Committee (CPC) {Next mtg.: Wed. Oct 25<sup>th</sup> @ 11am}</li> <li>Integrated Strategies Committee (ISC) {Next mtg.: Wed. Oct 25<sup>th</sup> @ 1pm}</li> </ul>			
6:45 pm	7. Other Business  • DC Updates  • Virginia Updates  • Maryland Updates			
6:55 pm	8. Announcements/Adjournment			
NEXT PL	PLANNING COMMISSION (COHAH) MEETING: 6:00pm - 8:00pm ZOOM			

This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government

at opengovoffice@dc.gov.



# PLANNING COMMISSION (COHAH) GENERAL BODY PRIORITY SETTING AND RESOURCE ALLOCATION (PSRA) MEETING MINUTES

THURSDAY, AUGUST 24, 2023 - 6:00PM

#### **ZOOM CONFERENCE AND VIDEO CALL**

**ELECTRONIC – ONLINE MEETING** 

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ATTENDEES/ROLL CALL			-		
COMMISSIONERS	PRESENT	ABSENT	COMMISSIONERS	PRESENT	ABSENT
Barnes, Clover (Ex-Officio)	X		Gomez, Ana		Χ
Barton, Jedidiah	Х		Gutierrez, Anthony		Χ
Blocker, Lakisa		Х	Hickson, DeMarc		Х
Brown, Charles		Х	Hutton, Kenya	X	
Camara, Farima		X	Keita, Ramatoulaye	X	
Carney, Misty	X		Massie, Jenné	X	
Cauthen, Melvin	Х		Mekonnen, Betelhem (Comm. Co-Chair)	X	
Clark, Lamont (Gov. Co-Chair)	Х		Murdaugh, Henry		Х
Coker, Sharon	Х		Olinger, Joshua		Х
Cooper-Smith, Marjorie		Х	Palmer, Kentrell		Х
Copley, Mackenzie	Х		Penner, Murray	Х	
Corbett, Wallace	Х		Pettigrew, Kenneth X		
Cox, Derrick	Х		Rakhmanina, Natella		Х
Dean, Traci		Х	Ramos, Claudia X		
DeMartino, Peter	Х		Rhodes, Stefanie		
Fogal, Doug	Х		Shaw-Richardson, Re'ginald X		
Ford, Jasmine	Х		Wallis, Jane (Comm. Vice-Chair)	Х	
Forman, Lynn		Х	Yocum, Ashley	Х	
			Hutton, Kenya	Х	
RECIPIENT STAFF	PRESENT	ABSENT	PRESENTERS	PRESENT	ABSENT
Price, Ashley	X		Delao Hernandez, Jose	Х	
Smith, Avemaria	X		Drezner, Kate	Х	
			Edmonds, Jason	X	
			Fortune, Ebony		
		Orban, Julie		Х	
			Seiler, Naomi		
HAHSTA STAFF	PRESENT	ABSENT	COMMISSION STAFF	PRESENT	ABSENT
Cooper, Stacey	Х		Bailey, Patrice	Х	
Isom, Roger	Х		Johnson, Alan X		



Sain, Philip	Х		
Whitaker, Laura	Χ		

#### **HIGHLIGHTS**

This is a draft version of the August 24, 2023, COHAH General Body Meeting Minutes which is subject to change. The final version will be approved on September 28, 2023.

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AGENDA						
Item	Discussion					
Call to Order	Lamont C. called the meeting to order at 5:42 pm followed by the welcome, and a moment of silence. Attendance was taken via Zoom chat. With 24 of 34 voting commissioners present, a quorum was established.					
Review and Adoption of the Agenda	Lamont asked for a motion to adopt the COHAH Agenda for August 24, 2023. Doug F. made the motion. Sharon C. seconded. The agenda was adopted unanimously via poll vote.					
Review and Approval of the Minutes	amont indicated that the July 27, 2023, Meeting Minutes were not emailed prior to this meeting. Therefore, the document will be voted upon next month.  Recipient Report presented by Avemaria Smith					
Ryan White HIV/AIDS Program (RWHAP) Recipient Report/Updates	The Part A and Part A MAI report is being presented for the month of June for Grant Year 33. The full award is in the amount of \$32,652,189.  FISCAL STATUS Twenty-five (25) of the twenty-six (26) providers have submitted payment requests that were processed, and one (1) provider has not submitted an invoice for Part A and Part A MAI in June.  PART A FISCAL SUMMARY Part A expenditures are at 33% and should be at 33%.  Service areas affected by unprocessed invoices were Early Intervention Services (EIS), Medical Case Management (MCM), Medical Transportation Services (MT), Outreach Services (OS) and Psychosocial Support Services (PSS).  Services spending 30% below expected were Early Intervention Services (EIS), and Health Insurance Premium and Cost Sharing Assistance (HIPCSA).  Services spending 30% above expected were Mental Health Services (MHS), Emergency Financial Assistance (EFA) and Other Professional Services (OPS).  PART A MAI FISCAL SUMMARY Part A MAI expenditures were at 24% and should be at 33%.					



Service areas affected by unprocessed invoices were Early Intervention Services (EIS), Psychosocial Support Services (PSS), Mental Health Services (MHS), Medical Case Management (MCM), and Substance Abuse Services – Outpatient (SASO).

Services spending 30% below expected were Medical Case Management (MCM), Psychosocial Support Services (PSS), and Substance Abuse Services – Outpatient (SASO).

There were no services areas spending 30% above expected.

#### RECIPIENT REPORT

The Recipient acknowledged her Care and Treatment team, specifically Ebony Fortune, Interim Deputy Chief, Jason Edmonds, Administrative Specialist and Ashley Price for their efforts in preparing the presentations on the fiscal and service utilization data during this year's PSRA meeting.

The Recipient recently made a reprogramming request to reduce the lapse rate of the Part A award for GY 33, that was approved at yesterday's CPC meeting.

The Recipient is preparing to submit the final GY 32 carryover request which is due August 31, 2023.

The regional Ryan White Programs from Washington, DC, Maryland, and Virginia met in early August. The discussions were around providers/funding overlap, funding gaps, new partnerships and site visits.

Research and Evaluation Committee (REC) reported by Lamont C. The graduate student interns gave a presentation on the preliminary 2022-2023 Needs Assessment data. A very brief overview will be presented at tonight's General Body meeting. Julie O. will present a more robust presentation in October or November.

### Community Education and Engagement committee (CEEC) reported by Jenné M.

#### Standing Committee Updates

There were discussions around potential plans for a future Youth Summit and postponing plans to prepare for a Protocol Implementation Summit until 2024. There were also updates on the D-Seeing Project.

Comprehensive Planning Committee (CPC) reported by Mackenzie C. Updates on GY 33 funding were discussed to assure money is being spent to the end of the year.

#### Integrated Strategies Committee (ISC) reported by Jane W.

The committee discussed the next steps after the Health Equity Paper and Dr. Christie O. provided an update on the Child Care Standard.



<u>GY'34/FY'24 PSRA Process Review</u> presented by Lamont Clark Clarifying Information, expectations, and outcomes

**EMA's Epidemiological Overview** presented by Kate Drezner, Chief Epidemiologist, DC Health

<u>Service Utilization and Spending</u> presented by Jose Delao Hernadez & Jason Edmonds, DC Health

The Service System for GY'34 (3-1-24 to 2-28-25) & Minority AIDS Initiative (MAI) presented by Ave-Maria Smith • Changes to Services System for GY'34/FY'24

<u>Financial Inventory</u> presented by Naomi Seiler, Greg Dwyer, George Washington University

**Needs Assessment Data** presented by Julie Orban, HIV Services Planner, DC Health

## Priority Setting and Resource Allocations

### <u>Priority Setting for the Washington, DC Eligible Metropolitan Area</u> (EMA) presented by Lamont.

Review of DC EMA Priorities from past 2 years & Setting of DC EMA Priorities for GY'34/FY'24

Lamont asked for a motion to approve the priority settings for the Washington DC EMA for GY 34/FY24 as presented. Doug F. motioned. Kenya H. seconded. Wallace C. noted his concerns for the record, in regards to the lack of data on West Virginia in bearing a conclusive conversation about the EMA. He indicated that no state should be eliminated because of the lack of data or process. Priorities were approved via majority vote (22 of 24).

Resource Allocation for the DC EMA presented by Lamont.
Review of DC EMA Allocations from past 2 years & Setting of DC EMA Allocations for GY'34/FY'24

Lamont asked for a motion to approve the EMA Allocations. Ashley Y. made the motion to approve the Allocations for GY 34/FY24 as presented. Murray P. seconded. The allocations were approved via majority vote. (19 of 24)

New Business	None noted.
Old Business	None noted.

#### **ANNOUNCEMENTS/OTHER DISCUSSION**

Jenne announced that there are still scholarships available for the USCHA Conference. There are also tables available at the Welcome Reception. She will resend the email regarding both.

#### **HANDOUTS**

- Planning Commission (COHAH) Meeting Agenda August 24, 2023
- Meeting Minutes June 29, 2023
- Recipient Reports for May 2023



- GY 34/FY24 March 1, 2024 Feb. 28, 2025, Ryan White Priority Setting & Resource Allocation (PSRA) Overview
- EMA Wide & Jurisdiction Services GY 33/FY33 Service Priorities
- COHAH PSRA GY33/FY23 Allocations Workbook
- Service System Part A Grant Year 34 Priority Setting & Resource Allocation (PSRA) presentation.
- Grant Year 33 Ryan White Part A Minority AIDS Initiative (MAI) Youth Reach Program presentation
- Washington, DC EMA Financial Inventory: 2023 Update presentation
- HIV Surveillance in the DC EMA presentation

MEETING ADJOURNED	8:49pm	NEXT MEETING	THURSDAY, SEPTEMBER 28, 2023 6:00pm to 8:00pm ZOOM CONFERENCE AND VIDEO CALL
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# PLANNING COMMISSION (COHAH) GENERAL BODY MEETING MINUTES

THURSDAY, JULY 27, 2023 - 6:00PM

#### **ZOOM CONFERENCE AND VIDEO CALL**

**ELECTRONIC – ONLINE MEETING** 

ATTENDEES/ROLL CALL					
COMMISSIONERS	PRESENT	ABSENT	COMMISSIONERS	PRESENT	ABSENT
Barnes, Clover (Ex-Officio)	Х		Hutton, Kenya		Х
Barton, Jedidiah		Х	Keita, Ramatoulaye		Х
Blocker, Lakisa		Х	Massie, Jenné	Х	
Brown, Charles		Х	Mekonnen, Betelhem (Comm. Co-Chair)		Х
Camara, Farima		Х	Murdaugh, Henry		Χ
Carney, Misty	Х		Olinger, Joshua	Х	
Cauthen, Melvin	Х		Palmer, Kentrell	Х	
Clark, Lamont (Gov. Co-Chair)	Х		Penner, Murray	Х	
Coker, Sharon	Х		Pettigrew, Kenneth	Х	
Cooper-Smith, Marjorie	Х		Rakhmanina, Natella	Х	
Copley, Mackenzie	Х		Ramos, Claudia	Х	
Corbett, Wallace	Х		Rhodes, Stefanie	Х	
Cox, Derrick		Х	Sain, Philip		Χ
Dean, Traci		Х	Shaw-Richardson, Re'ginald		Χ
DeMartino, Peter	Х		Wallis, Jane (Comm. Vice-Chair) X		
Fogal, Doug	Х		Yocum, Ashley X		
Ford, Jasmine	Х				
Forman, Lynn		Х			
Gomez, Ana		Х			
Gutierrez. Anthony	Х				
Hickson, DeMarc		Х			
RECIPIENT STAFF	PRESENT	ABSENT	PRESENTERS	PRESENT	ABSENT
Price, Ashley	Х				
HAHSTA STAFF	PRESENT	ABSENT	COMMISSION STAFF	PRESENT	ABSENT
Orban, Julie	Х		Bailey, Patrice	Х	
			Johnson, Alan	Х	

#### **HIGHLIGHTS**



This is a draft version of the July 27, 2023, COHAH General Body Meeting Minutes which is subject to change. The final version will be approved on August 24, 2023.

AGENDA				
Item	Discussion			
Call to Order	Lamont C. called the meeting to order at 6:15 pm followed by the welcome, and a moment of silence. Attendance was taken via Zoom chat. With 22 of 34 voting commissioners present, a quorum was established.			
Review and Adoption of the Agenda	Jane W. asked for a motion to adopt the COHAH Agenda for July 27, 2023. Murray P. made the motion. Jenné M. seconded. The agenda was adopted unanimously via poll vote.			
Review and Approval of the Minutes	ane noted that Melvin C. was documented in the June minutes as the terson who both moved and seconded the motion to approve the minutes. Melvin C. made the motion to approve the June 29, 2023 minutes with the ecessary correction. Sharon C. seconded. The minutes were approved manimously via poll vote.			
Ryan White HIV/AIDS Program (RWHAP) Recipient Report/Updates	Ashley P., Ryan White Part A Coordinator, presented the Recipient Report The Part A and Part A MAI report is being presented for the month of May for Grant Year 33. The full award is in the amount of \$32,652,189.00.  FISCAL STATUS Twenty-five (25) of the twenty-six (26) providers have submitted payment requests that were processed, and one (1) provider has not submitted an invoice for Part A and Part A MAI in May.  PART A FISCAL SUMMARY Part A expenditures are at 23% and should be at 25%.  Service areas affected by unprocessed invoices were Early Intervention Services (EIS), and Psychosocial Support Services (PSS).  Services spending 30% below expected were Early Intervention Services (EIS), and Health Insurance Premium and Cost Sharing Assistance (HIPCSA) due to staff vacancies.  Services spending 30% above expected were Mental Health Services (MHS) and Other Professional Services (OPS). The spending is being closely monitored in these service categories and a reprogramming is expected.  PART A MAI FISCAL SUMMARY Part A MAI expenditures were at 17% and should be at 25%.  There were no service areas affected by unprocessed invoices.			



Services spending 30% below expected were Early Intervention Services (EIS), Medical Case Management (MCM), Psychosocial Support Services (PSS), and Substance Abuse Services – Outpatient (SASO).

There were no services areas spending 30% above expected.

#### RECIPIENT REPORT

The Recipient is in receipt of the Data Request for PSRA 2023 and is working to compile all required elements for the PRSA meeting in August. During the meeting the Recipient will make a reprogramming request to reduce the lapse rate of the Part A Award for GY33.

On August 3, 2023, the Recipient will convene a jurisdictional meeting with the Virginia and Maryland Departments of Health to discuss Ryan White programmatic overlaps within our respective jurisdictions.

The Recipient submitted the Core Medical Services Waiver for GY 33 with the Non-competing Continuation (NCC) progress report and awaiting review and approval from HRSA.

Research and Evaluation Committee (REC) reported by Lamont C. Although REC did not meet this month, Lamont reported that during next month's meeting, students will give a presentation on the Needs Assessment that closed on June 30<sup>th</sup> and present at PSRA as needed. The final number was over 400 usable surveys completed.

REC is also working on the Assessment of the Efficiency of the Administrative Mechanism (AEAM), which currently sits in Microsoft Forms but will be transferred into the recently procured Qualtrics system. AEAM is a survey that is sent to service providers asking about their experience with HAHSTA's disbursement of funds. A similar survey is also sent to the Recipient. The information is then sent to HRSA who compiles it into a report. REC will seek the Care team's assistance in getting the AEAM out to the appropriate Ryan White providers. Lamont announced that Qualtrics will replace the use of SurveyForce moving forward.

#### Standing Committee Updates

### Community Education and Engagement committee (CEEC) reported by Jenné M.

The CEEC did not meet this month and there were no updates to report.

Comprehensive Planning Committee (CPC) reported by Mackenzie C. The Recipient presented the fiscal report. The committee was satisfied with the numbers presented.

#### Integrated Strategies Committee (ISC) reported by Jane W.

The ISC discussed the vote needed to approve the Health Equity Paper and possible next steps. The ISC will continue to brainstorm in August and develop a work plan after the PSRA meeting. Lamont added that after PSRA, it is recommended that all committees review their plans for the new year and set committee goals in accordance with HRSA mandates.



ISC is waiting to receive EHE updates from DC, Prince Georges County and Montgomery County. It is hoped that all will report on a quarterly basis.

#### **Vote to Approve the Health Equity Paper**

Lamont opened the vote to approve the Executive Summary and the full Health Equity Position Paper as presented. It was approved by majority vote.

## <u>Virginia Department of Health (VDH) updates reported by Ashley Y.</u> VDH will not accept any emails referencing or inquiring about client level data. If you need to communicate with VDH about such information, use your

SSTP folder. Clients should call VDH to discuss their needs.

VDH is holding the next in-person Qmac meeting on August 23, 2023, in Fredericksburg Virginia.

VDH is exploring ways to provide services along the life span of people with HIV (i.e., aging with HIV, long-term (15-20 years+) survivors who may not fit the definition of aging with HIV, and perinatal transmittal).

<u>Maryland Department of Health (MDH) updates reported by Peter D.</u>
MDH participated in the Baltimore City Fast Track Initiative today, July 27, 2023.

#### **Other Business**

MDH is drawing attention to the pending bicillin shortage, which is used to treat syphilis, especially in pregnant women. The pharmaceutical companies will be totally out of stock until the second or third quarter of 2024. MDH is asking Maryland providers to use doxycycline for non-pregnant individuals and reserve the bicillin for pregnant women with syphilis.

Peter put the link to the Maryland HIV Statistic website in the chat. Prior year data will be frozen on June 30<sup>th</sup> and new data products will be seen.

MDH will submit the Appropriation Request for the next fiscal year in August.

MDH is moving forward with the Integrated Plan which has been broken down into six (6) workgroups. 1. Inventory of organizations, 2. Inventory of web-based locators, 3. Needs assessments of needs assessments, 4. Community mobilization, 5. Related to data and 6. Data to action.

#### DC Health updates reported Clover B.

Clover B. announced Dr. Ayanna Bennett as the new Director for the Department of Health starting July 17, 2023. Dr. Bennett most recently served as Chief Health Equity Officer and Director of the San Francisco Department of Public Health's Office of Health Equity, where she focused on quality improvements and sustaining systemic change through policy improvement. Clover looks forward to sharing the Health Equity Paper with her now that it has been approved.



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	Clover announced the placement of a staff member to the EHE Coordinator position. She asked the ISC to give the interim coordinator about a month to acclimate before expecting an updated EHE report.
	Clover announced budget cuts of approximately \$700 million in Ryan White Funds are expected. Although she, nor the COHAH board can lobby, advocate, or protest the budget cuts, individuals and persons working with advocacy organizations can. She may, however, be able to provide information that will help in composing language about how the cuts will impact services in our region.
New Business	None noted.
Old Business	None noted.

#### ANNOUNCEMENTS/OTHER DISCUSSION

Lamont announced the launch of HAHSTA's Positive Voices Podcast Season 2. HAHSTA staff are looking for guests and a host. Lamont will get the flyer from Ashley Coleman or Malachi Stewart to send out via email.

Alan J. announced that the youth team is restarting their Youth Consumer Advisory Board (CAB). Alan will send information on how youth can sign up for the Youth CAB along with information on the podcast.

Ken Pettigrew announced in August, Health HIV will have a one (1) month Black Women's Initiative that will focus on amplifying the voices of Black women. If anyone has a startup or small group or knows of anyone or agency in DC that has a project serving women, please let him know.

Ken also talked about the Health Equity Paper and the opportunity to discuss what webinars would look like around health equity.

Jenné announced that sponsorship is needed for the host committee that's putting on the welcome reception at the USCHA Conference in September. If anyone is interested, please let her know. She will also put a link in the chat for volunteers.

Jenné also announced the happy news of her pregnancy. She anticipates having to take leave or possibly stepping down from the board to attend to her family. She will keep the board posted.

#### **HANDOUTS**

- Planning Commission (COHAH) Meeting Agenda July 27, 2023
- Meeting Minutes June 29, 2023
- Recipient Reports for May 2023

			THURSDAY, AUGUST 24, 2023
MEETING	6:51 pm	NEXT	6:00pm to 8:00pm
ADJOURNED	-	MEETING	ZOOM CONFERENCE AND VIDEO CALL



Date: September 20, 2023

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 33 - Reporting Period: July 1 – 31, 2023** 

Part A and Part A MAI. The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 32 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 33 the recipient received the full award in the amount \$32,652,189.00.

**Notes on Overview.** The fiscal spreadsheets list the service categories by Part and jurisdiction and identifies 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 in July **2023**, of the twenty-six **(26)** providers, twenty-three **(23)** submitted payment requests that were processed, and three **(3)** providers have not yet submitted July 2023 invoices.

#### SERVICE DELIVERY CHALLENGES

**DC**: No challenges.

MD: No challenges.

VA: No challenges.

#### PART A FISCAL SUMMARY

**Part A expenditures are 39% and should be 42%.** (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Early Intervention Services (EIS)

Substance Abuse Services – Outpatient (SASO)



Medical Case Management (MCM)
Medical Transportation Services (MT)
Outreach Services (OS)
Psychosocial Support Services (PSS)

#### **Services 30% below expected:**

Health Insurance Premium and Cost Sharing Assistance (HIPCSA)

#### Services 30% above expected:

Mental Health Services (MHS)

#### **PART A MAI FISCAL SUMMARY**

**Part A MAI expenditures are 29% and should be 42%.** (Overall Expenditure rates by funding source for the reporting period)

#### Service areas affected by unprocessed invoices:

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	Outpatient Ambulatory Health Services (OAHS)
	Early Intervention Services (EIS)
	Mental Health Services (MHS)
	Medical Case Management (MCM)
	Substance Abuse Services - Outpatient (SASO)
	Psychosocial Support Services (PSS)

#### **Services 30% below expected:**

Medical Case Management (MCM)
Psychosocial Support Services (PSS)
Substance Abuse Services – Outpatient (SASO)

#### Services 30% above expected:

N/A



#### RECIPIENT REPORT

- **1. Part A MAI**: Recipient requested follow up to recommendation to include NMCM and Medical Transportation to MAI programs, and to make SAOC optional.
- **2. FY24 Non-Competing Continuation (NCC) Progress Report**: The Recipient is preparing to submit the FY24 NCC Progress Report, which is due on October 2, 2023.
- **3. FY22 Final Carryover Request**: HRSA approved the Recipient's FY22 final carryover request. The Recipient expects to receive the updated Notice of Grant Award by the end of September.
- **4. FY22 RWHAP Part A Formula UOB Penalty Waiver:** The Recipient's FY 2022 RWHAP Part A Formula UOB Penalty Waiver was approved by HRSA.
- **5. New Fiscal Year**: The District is preparing to close out fiscal year 23 and start-up fiscal year 24.
- **6. Spending Reviews**: The Recipient staff will begin reviewing subrecipient expenditure levels and assess the need to right-size grant awards in order to avoid lapse of funding.