

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING AGENDA

WEDNESDAY OCTOBER 27, 2021 – 11:00PM 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"> 1. Call to Order and Moment of Silence 2. Welcome and Introductions 3. Adopt Agenda for October 27, 2021 4. Approve Minutes for September 29, 2021
11:15 am	5. Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight
11:30 am	6. Other Business
12:15 pm	7. Announcements and Adjournment
<p><u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u></p>	<p>WEDNESDAY NOVEMBER 17, 2021 11PM TO 1PM ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING (ONLINE)</p>

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING MINUTES

WEDNESDAY, SEPTEMBER 29, 2021 – 11:00AM

ZOOM CONFERENCE AND VIDEO CALL

ELECTRONIC – ONLINE MEETING

ATTENDEES/ROLL CALL					
COMMISSIONERS	PRESENT	ABSENT	COMMITTEE MEMBERS	PRESENT	ABSENT
Carney, Misty	X		Ramos, Claudia	X	
Copley, Mackenzie (<i>Vice Chair</i>)	X				
DeMartino, Peter		X			
Padmore, Gerald (<i>Chair</i>)	X				
Palmer, Kentrell (Kenny)	X				
Shaw-Richardson, Re'ginald	X		COMMUNITY PARTNERS/GUESTS	PRESENT	ABSENT
RYAN WHITE RECIPIENT STAFF	PRESENT	ABSENT			
Ally, Shabeen	X				
Barnes, Clover	X		CONSULTANTS	PRESENT	ABSENT
Edmonds, Jason	X				
VISITING COMMISSIONERS	PRESENT	ABSENT	COMMISSION SUPPORT STAFF	PRESENT	ABSENT
Wallis, Jane	X		Bailey, Patrice	X	
			Clark, Lamont	X	

HIGHLIGHTS

NOTE: This is a draft version of the September 29, 2021, Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the October 28, 2021, meeting and made available thereafter.

AGENDA

ITEM	DISCUSSION
Call to Order	Gerald P. called the meeting to order at 11:08 am, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Mackenzie C. motioned to adopt the Comprehensive Planning Committee Agenda for September 29, 2021. Misty C. seconded. The agenda was adopted unanimously.
Review and Approval of the Minutes	Mackenzie motioned to approve the Comprehensive Planning Committee Minutes from August 25, 2021. Misty C. seconded. The minutes were approved unanimously.



<p>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight</p>	<p>Clover Barnes reported for the Recipient. The Part A and Part A MAI Funding Monthly Fiscal and Recipient report is for July 1 – 30, 2021.</p> <p><u>FISCAL STATUS</u> For Part A and Part A MAI in July 2021, (30) of (41) invoices have been received. Providers seem to be having a hard time with the invoices. We are investigating why.</p> <p><u>PART A FISCAL SUMMARY</u> Part A expenditures are at 26% and should be at 42%.</p> <p>Service areas affected by unprocessed invoices are Early Intervention Services (EIS), Regional Early Intervention Services (EIS), Health Insurance Premium and Cost-Sharing Assistance (HIPCSA), Linguistic Services (LS), Medical Transportation (MT), Medical Case Management (MCM), Outreach Services (OS), and Psychosocial Support Services (PSS).</p> <p><u>PART A MAI FISCAL SUMMARY</u> Part A MAI expenditures are at 33% and should be at 42%.</p> <p>The service area affected by an unprocessed invoice is Medical Case Management (MCM).</p> <p>Services spending at 30% below expected are Early Intervention Services (EIS), Substance Abuse Services – Outpatient (SASO), and Psychosocial Support Services (PSS) because they are services that traditionally require in-person contact.</p> <p><u>FISCAL SUMMARY UBC</u> UBC expenditures are at 34% and should be at 42%.</p> <p>There are no service areas affected by unprocessed invoices.</p> <p>Services spending 30% below expected are Outpatient/Ambulatory Health Services (OAHS), Oral Health Care (OH), and Substance Abuse Services – Outpatient (SASO).</p> <p>The service spending 30% above expected is Mental Health Services (MH).</p> <p><u>RECIPIENT REPORT</u></p> <p>GY 30 Closeout. Closeout was approved on Monday. HRSA changed the process this year. Typically spreadsheets or pdfs would be uploaded into a system called the Electronic Handbook. This year the information was entered into the Payment Management System which is the system the funds are drawdown from. The reconciliation process was precise. It took a lot of back and forth to reconcile every penny. The final report will be given to CPC at the November meeting.</p>
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	<p>GY32 Application. The Recipient and her team are creating the application package for the GY32 Non-Competing Continuation Application for RW Part A Services. The application is due 10/6/21. The RW Part A RFA will be released on October 1, 2021. There will be a separate RFA for DC RW Part B funds, which will have a status neutral approach</p>
<p>Other Business</p>	<p>Gerald asked what everyone thought this year's PSRA process. Mackenzie indicated that it went smoothly, however, the questions are the same every year and become the cause of a lack of focus in the meetings. He indicated that some questions should be changed and ask more about what has been the change. Ask more open ended questions. Clover indicated that not a lot changes from year to year with the people who use the services regularly. Maybe more pointed questions should be focused on new infections; who are the new infections, where are they coming from, and what are the risk indicators. Things that would help make an impact sooner in the cascade rather than later. They are only going to report what you ask. Be sure of what it is you want to know.</p>

ANNOUNCEMENTS/OTHER DISCUSSION

Clover introduced Dr. Shabeen Ally as the new Integrated Services Manager. She will probably attend the ISC meetings. She is managing the programs that cross prevention and care (i.e. high risk negatives and new positives types of activities). Shabeen comes to us from the CDC. She is an Epidemiologist by trade but Programmer for us.

Gerald announced the Walk to End HIV on October 23, 2021.

Gerald also announced that there have been AIDS Watch activities in the last couple of days.

Mackenzie asked when in person meetings will resume. Lamont indicated that it would not be any time soon. If everything goes well, it might happen in March of 2022.

Mackenzie asked what steps have been taken to fill the Government Co-Chair position. Lamont will keep the committee informed of the job posting. The people still in place and taking up the slack until then are Sarcia Adkins, Community Co-Chair, Betelhem Mekonnen, Community Vice Chair, and Lamont C. the COHAH Coordinator.

HANDOUTS

- September 29, 2021, Comprehensive Planning Committee (CPC) Meeting Agenda
- August 25, 2021, Comprehensive Planning Committee (CPC) Meeting Minutes
- Monthly Fiscal and Recipient Report (Part A and Part A MAI Funding) Year 31 – Reporting Period: July 2021

<p>MEETING ADJOURNED</p>	<p>11:40AM</p>	<p>NEXT MEETING</p>	<p>WEDNESDAY, OCTOBER 27, 2021 11:00am to 1:00pm ZOOM CONFERENCE AND VIDEO CALL</p>
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Date: October 27, 2021

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 31 - Reporting Period: August 1 – 31, 2021**

Part A and Part A MAI. The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 31 includes two components: Part A and Part A Minority AIDS Initiative (MAI). These reports are designed to report distinctly on the associated program activities. **The GY 31 award has been received in the amount \$31,479,527.**

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 August 2021, (36) of (39) invoices have been received.

SERVICE DELIVERY CHALLENGES

DC: N/A

MD: N/A

VA: N/A

PART A FISCAL SUMMARY

Part A expenditures are 31% and should be 50%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Early Intervention Services (EIS)
Regional Early Intervention Services (EIS)
Psychosocial Support Services (PSS)

Services 30% below expected:

Early Intervention Services (EIS)
Regional Early Intervention Services (EIS)
Home and Community-Based Health Services (HCBS)
Medical Nutrition Therapy (MNT)
Medical Transportation (MT)
Outreach Services (OS)
Linguistic Services (LS)
Psychosocial Support Services (PSS)

Services 30% above expected:

N/A

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 38% and should be 50%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Outpatient/Ambulatory Health Services (OAHS)
Mental Health Services (MH)
Substance Abuse Services –Outpatient (SASO)

Services 30% below expected:

Early Intervention Services (EIS)
Substance Abuse Services – Outpatient (SASO)

Services 30% above expected:

N/A

UBC FISCAL SUMMARY

UBC expenditures are 39% and should be 50%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

N/A

Services 30% below expected:

Outpatient/Ambulatory Health Services (OAHS)

Oral Health Care (OH)

Substance Abuse Services –Outpatient (SASO)

Services 30% above expected:

Mental Health Services (MH)

RECIPIENT REPORT

1. **GY 30 Closeout.** The Recipient and her team are working diligently to ensure funds are spent down as much as possible. HRSA anticipates significant underspending from Ryan White grants due to the COVID-19 pandemic. HRSA has waived the underspending penalties for Parts A and B for FY 20 and FY 21. Carryover will be requested.
2. **GY32 Application.** The Recipient and her team submitted the application package for the GY32 Non-Competing Continuation Application for RW Part A Services.
3. **Request for Applications (RFA).** The RW Part A RFA was released on October 1, 2021. Applications are due November 12, 2021. The separate RFA for DC RW Part B funds, will be released November 19, 2021.