

**COMPREHENSIVE PLANNING COMMITTEE (CPC)
 MEETING MINUTES**
WEDNESDAY, APRIL 22, 2020 – 11:00AM
ZOOM TELECONFERENCE MEETING

ATTENDEES/ROLL CALL					
COMMISSIONERS	PRESENT	ABSENT	GUESTS	PRESENT	ABSENT
Holley, Nathaniel	X				
Copley, Mackenzie, <i>Vice Chair</i>	X				
DeMartino, Peter	X				
Morse, Kaleef	X				
Padmore, Gerald, <i>Chair</i>	X				
Shaw-Richardson, Re'ginald		X			
Zoerkler, Jennifer	X				
HAHSTA STAFF	PRESENT	ABSENT	COMMISSION STAFF	PRESENT	ABSENT
Mohram, Rony		X	Bailey, Patrice	X	
Barnes, Clover	X		Clark, Lamont	X	
Edmonds, Jason	X				
Fortune, Ebony	X				

HIGHLIGHTS	
<i>This is a draft version of the April 22, 2020 Comprehensive Planning Committee (CPC) Meeting Minutes which is subject to change. The final version will be approved on May 27, 2020.</i>	
AGENDA	
Item	Discussion
Call to Order	Gerald P. called the meeting to order at 11:07am, followed by a moment of silence and introductions.
Review and Approval of the Agenda	A motion was not presented on the floor for the Comprehensive Planning Committee Agenda for April 22, 2020.
Review and Approval of the Minutes	Kaleef M. motioned to approve the Comprehensive Planning Committee Minutes for January 22, 2020. The motion was properly moved and seconded. The motion was approved by majority vote.



<p>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight</p>	<p><u>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight presented by Clover Barnes</u></p> <p>There was conversation about the accuracy of the financial report due to the lack of accessibility to DC’s Part A and Part A MAI Expenditure Spreadsheets for February, during this telework period. However, once access is granted, the updated version of the report will be issued to the committee.</p> <p>There were 37 of 39 invoices received for Part A and Part A MAI in February 2020. Service delivery has been a challenge with reporting.</p> <p>The Administrative Services Manager, lead fiscal person for HAHSTA, separated from the administration in December and his position will not be filled. His departure has created challenges in operations. Procedures are being developed to move forward.</p> <p>Part A expenditures are at 77% and should be at 100%. Service areas affected by unprocessed invoices are Home and Community Based Care, Early Intervention Services, Regional Early Intervention Services, Medical Nutrition Therapy, Medical Case Management, Linguistic Services Medical Transportation Services and Psychosocial Support Services.</p> <p>Part A MAI expenditures are at 76% and should be at 100%. Services areas affected by unprocessed invoices are Ambulatory Outpatient Medical Care – MAI, Mental Health Services – MAI, Substance Abuse Services – Outpatient – MAI.</p> <p>Unit Based Cost (UBC) expenditures are at 93% and should be at 100%.</p> <p>The Recipient has requested a three (3) month extension from HRSA on closeout reporting for Part A. The extension would change the due date from May 29, 2020 to August 29, 2020. To date, approval has not been received. A final expenditure report will be presented to CPC when closeout is complete.</p> <p>The Narcan training scheduled for May 29, 2020 has been cancelled.</p> <p>The Recipient received the full Part A award in the amount of \$31,303,676 on April 15, 2020. The award is \$10,665 more than the previous award.</p>
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	<p>On April 15, 2020 the Recipient received two (2) new fundings from HRSA for Ryan White recipients to prevent, prepare and or respond to COVID 19. The awards are as follows: Part A \$966,494 (\$869,845 service dollars) and Part B \$256,535 (\$230,882 service dollars). These funds have the same rules and restrictions as regular Ryan White funds, therefore, the COHAH will need to allocate the Part A funds. The Recipient is responsible for submitting a plan and budget within 30 days of receipt of the award.</p>
Other Business	None
Follow –up Items	None
ANNOUNCEMENTS/OTHER DISCUSSION	
<p>Nathaniel Holley has accepted a position in Dallas Texas. Therefore, he will not reapply for COHAH membership when his term expires.</p>	
HANDOUTS	
<ul style="list-style-type: none"> • Comprehensive Planning Committee (CPC) Meeting Agenda, April 22, 2020 • Comprehensive Planning Committee (CPC) Meeting Minutes, January 22, 2020 • Monthly Fiscal and Recipient Report (Part A and Part A MAI Funding) Year 29 – Reporting Period: February 2020 • Jurisdictional Roll-up Report 	

MEETING ADJOURNED	11:47 PM
NEXT MEETING	Zoom Teleconference