



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, April 24, 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 April 24, 2024</li> <li>4. Approve Minutes for March 27, 2024</li> </ol>
11:15 am	5. Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight
11:45 am	<ol style="list-style-type: none"> <li>6. Other Business               <ul style="list-style-type: none"> <li>- PSRA</li> </ul> </li> </ol>
12:00 pm	7. Announcements and Adjournment
<b><u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u></b>	<b>WEDNESDAY May 29, 2024 11AM TO 1PM ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING (ONLINE)</b>

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

**WEDNESDAY, MARCH 27, 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				
Clark, Lamont ( <i>Gov. Co-Chair</i> )	X				
DeMartino, Peter		X			
Lewis, Jason	X				
Palmer, Kentrell ( <i>Kenny</i> )		X			
Ramos, Claudia	X		<b>COMMUNITY PARTNERS/GUESTS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Stuckey, Christopher	X				
Shaw-Richarson, Re'ginald	X				
			Lewis, Rodney	X	
<b>RYAN WHITE RECIPIENT STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>			
Smith, Avemaria ( <i>Recipient</i> )	X				
			<b>CONSULTANTS</b>	<b>PRESENT</b>	<b>ABSENT</b>
<b>HAHSTA STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMISSION SUPPORT STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>
Price Ashley	X		Bailey, Patrice	X	
Orban, Julie	X		Johnson, Alan	X	

## **HIGHLIGHTS**

*NOTE: This is a draft version of the March 27, 2024, Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the April 24, 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 11:06 am, followed by a moment of silence and introductions.
<b>Review and Adoption of the Agenda</b>	Hearing no changes to the March 27, 2024, Meeting Agenda, Lamont assumed the motion to adopt the agenda as presented.

<p><b>Review and Approval of the Minutes</b></p>	<p>Hearing no changes made to the January 24, 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><b>Avemaria S. presented the Recipient Report</b>        The Part A and Part A MAI report is being presented for the months of December and January for Grant Year 33. The full award, including carry-over dollars is in the amount of \$33,504,855.</p> <p><b><u>FISCAL STATUS</u></b>        Twenty-four (24) of twenty-six (26) providers have submitted payment requests that were processed for Part A and Part A MAI in December.</p> <p>Twenty-four (24) of twenty-six (26) providers submitted payment requests that were processed for Part A and Part A MAI in January.</p> <p>There were service delivery challenges noted.</p> <p><b><u>PART A FISCAL SUMMARY</u></b>        Part A expenditures were at 75% and should have been at 92%.</p> <p>Services affected by unprocessed invoices were Outpatient/Ambulatory Health Services (O/AHS) Oral Health Services (OH) Mental Health Services (MH) Early Intervention Services (EIS) Medical Nutrition Therapy (MNT) Substance Abuse Outpatient Care (SAOC) Medical Case Management (MCM) Non- Medical Case Management (NMCM) Psychosocial Support Services (PSS) Medical Transportation (MT) Other Professional Services (OPS).</p> <p>Services spending 30% below expected were Other Professional Services (OPS), due to delayed invoicing, and Housing Services (HS) due to the delayed RFA that was awarded.</p> <p><b><u>PART A MAI FISCAL SUMMARY</u></b>        Part A MAI expenditures were at 67% and should have been at 92%.</p> <p>Services spending 30% below expected were Outpatient/Ambulatory Health Services (O/AHS) Early Intervention Services (EIS) Mental Health Services (MHS) Medical Case Management (MCM) Psychosocial Support Services (PSS) and Substance Abuse Outpatient Care (SAOC).</p> <p>There were no service areas spending 30% above expected.</p> <p><b><u>RECIPIENT REPORT</u></b>        Sub-recipients continue to face recruitment and retention challenges with staffing that impacts program spending, though there has been no negative impact on service delivery. Notwithstanding, HAHSTA anticipates an increase in expenditures during fourth quarter due to rapid reallocations.</p> <p>The Recipient has received a partial Notice of Award from HRSA for GY 34, but has authorized continuations based on expected funding. The majority of the GY34 Part A Continuation awards have been executed and sub-recipients are able to bill for services.</p> <p>Lamont asked if the Recipient anticipates an increase in spending from the 75% to 95%. Ave indicated that 95% spending is never reached. However, they do anticipate closing the gap by 15%, with one provider spending \$1.5 million.</p>

	<p>Lamont announced that 2024 is a full Ryan White application year and Priority Setting and Resource Allocation (PSRA) process. There will be conversations about efficient and effective ways to make sure the PSRA process gets done in a timely manner before August. The Recipient indicated that a carry-over request will be submitted, and the office will begin having meetings next month to that regard. They are also planning some new initiatives through Part A. She will share more details as they develop.</p> <p>Ave further indicated that this application year is also a time to release new funding opportunities that could start in March, FY 35. The COHAH has the authority to ask the Recipient to render a particular service in the EMA. Any new directives should be discussed before July 15, 2024. There was discussion about Part a MAI and how the 6-8 service categories under Youth Reach are working. Ave explained the process of implementing new services and the need to package it into their program, draft it and include it in the funding announcement before the end of September.</p>		
Other Business	None noted.		
<b>ANNOUNCEMENTS/OTHER DISCUSSION</b>			
<p>Rodney L. announced the Protocol Implementation Summit 2.0. There is a flyer going around to register.</p> <p>Rodney also announced that Howard University is having a virtual clinical mini residency on Friday April 26, 2024, from 9:00am – 1:25PM, focused on four (4) topics: HIV and Pregnancy, a Crash Course in Trans Health for HIV providers, HIV and Primary Care Overview and PrEP Implementation and Best Practices for Patient Screening. Howard U offers accreditation for those participants.</p> <p>Lamont announced that DC Health moved to their new location last month which was why there were no meetings in the month of February. Lamont commented that the building is very nice, however, the agency is experiencing technological issues. Lamont asked those persons/providers who have direct dealings with DC Health to give a little grace while the kinks are being worked out. He further indicated that as soon as some of the logistics are evaluated (i.e. meeting space, parking, etc.) the COHAH will be invited to visit/meet at the new space.</p>			
<b>HANDOUTS</b>			
<ul style="list-style-type: none"> <li>• March 27, 2024, Comprehensive Planning Committee (CPC) Meeting Agenda</li> <li>• January 24, 2024, Comprehensive Planning Committee (CPC) Meeting Minutes</li> <li>• Recipient Reports for December and January 2024</li> </ul>			
<b>MEETING ADJOURNED</b>	<b>11:45pm</b>	<b>NEXT MEETING</b>	<b>WEDNESDAY, APRIL 24, 2024 11:00am to 1:00pm ZOOM CONFERENCE AND VIDEO CALL</b>

**Date: April 24, 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 33 - Reporting Period: February 1 – 29, 2024**

**Part A and Part A MAI.** The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 33 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 of \$33,504,855.**

**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:

**February 2024** - twenty-five (**25**) of the twenty-six (**26**) providers submitted payment requests that were processed, and one (**1**) provider has not yet submitted **February 2024** invoices.

## **SERVICE DELIVERY CHALLENGES**

**DC:** No challenges.

**MD:** No challenges.

**VA:** No challenges.

**PART A FISCAL SUMMARY**

Part A expenditures are 95% and should be 100%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Early Intervention Services (EIS)
Medical Case Management (MCM)
Non- Medical Case Management (NMCM)
Psychosocial Support Services (PSS)

Services 30% below expected:

Housing Services (HS)
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Services 30% above expected:

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

Part A MAI expenditures are 82% and should be 100%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

N/A
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Services 30% below expected:

N/A
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Services 30% above expected:

N/A
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## RECIPIENT REPORT

1. **GY33 Q4 Reprogramming.** Rapid Reallocations - Part A: Move \$1,685,568 into Outpatient Ambulatory Health Services. Funds reprogrammed from: Oral Health; Early Intervention Services; Psychosocial Support Services; Housing Services; Other Professional Services; Non-Medical Case Management; and Medical Case Management. Part A MAI: Reprogramming \$50,000 from Psychosocial Support Services into Substance Abuse Services Outpatient.
2. **GY33 Closeout.** The Recipient is preparing to submit the following GY33 closeout documents to HRSA, which are due May 28, 2024: Annual Progress Report, Final Expenditure Report, Federal Financial Report, and Final Unobligated Balance Report (UOB) and Carryover Request.
3. **GY34 Notice of Award.** The Recipient has not yet received the full notice of Award from HRSA. Continuations were authorized based on expected funding.
4. **GY34 Continuation Awards.** All GY34 Part A continuation awards have been executed and sub-recipients are able to bill for services.

Washington, DC EMA Ryan White PART A/MAI Grant Year 33 Report thorough February 2024

PART A Notice of Grant Award: \$33,504,855

Jurisdiction	Current Award-Finalized	Expenditures	Remaining Balance	Percent Spent	Comments
District of Columbia - PART A	\$19,871,362	\$19,730,452	\$140,910	99%	
District of Columbia - MAI	\$1,605,592	\$1,427,858	\$177,734	89%	
District of Columbia Subtotal	<b>\$21,476,954</b>	<b>\$21,158,311</b>	<b>\$318,643</b>	<b>99%</b>	
Northern Virginia - PART A	\$1,867,364	\$1,314,945	\$552,419	70%	
Northern Virginia - MAI	\$273,540	\$105,555	\$167,985	39%	
Northern Virginia Subtotal	<b>\$2,140,904</b>	<b>\$1,420,500</b>	<b>\$720,404</b>	<b>66%</b>	
Suburban Maryland - PART A	\$3,170,440	\$2,787,092	\$383,348	88%	
Suburban Maryland - MAI	\$295,454	\$74,880	\$220,574	25%	
Suburban Maryland Subtotal	<b>\$3,465,894</b>	<b>\$2,861,972</b>	<b>\$603,922</b>	<b>83%</b>	
West Virginia - PART A	\$402,454	\$267,935	\$134,519	67%	
West Virginia Subtotal	<b>\$402,454</b>	<b>\$267,935</b>	<b>\$134,519</b>	<b>67%</b>	
<b>TOTAL PART A</b>	\$25,311,620	\$24,100,425	\$1,211,196	95%	
<b>TOTAL - MAI</b>	\$2,174,586	\$1,789,009	\$385,577	82%	
<b>TOTAL GRANT</b>	<b>\$27,486,206</b>	<b>\$25,889,433.49</b>	<b>\$1,596,772.85</b>	<b>94%</b>	

Washington, DC EMA Ryan White PART A/MAI Grant Year 33 Report through February 2024  
PART A

SERVICE CATEGORY	CURRENT AWARDS	EXPENDITURES TO DATE								COMMENTS
		DC	MD	VA	WVA	Total	Reported %	Expected \$	Expected %	
Outpatient/Ambulatory Health Services (OAHS)	\$5,732,267.00	\$4,880,592.44	\$565,356.13	\$99,930.50		\$5,545,879.07	97%	\$5,732,267.00	100%	
Oral Health Care	\$1,442,208.00	\$841,184.60	\$508,462.55	\$57,921.75		\$1,407,568.90	98%	\$1,442,208.00	100%	
Early Intervention Services (EIS)	\$4,347,982.00	\$3,231,900.47	\$192,048.68	\$574,225.84		\$3,998,174.99	92%	\$4,347,982.00	100%	Unprocessed invoices
Health Insurance Premium and Cost Sharing Assistance (HIPCSA)	\$99,803.00	\$0.00	\$14,724.34		\$58,779.79	\$73,504.13	74%	\$99,803.00	100%	
Home and Community-Based Health Services (HCBS)	\$118,788.00	\$111,121.58				\$111,121.58	94%	\$118,788.00	100%	
Mental Health Services (MHS)	\$593,312.00	\$528,674.10		\$36,170.04		\$564,844.14	95%	\$593,312.00	100%	
Medical Nutrition Therapy (MNT)	\$361,781.00	\$219,761.77	\$36,147.40		\$2,548.59	\$258,457.76	71%	\$361,781.00	100%	
Medical Case Management (MCM)	\$3,547,062.00	\$2,277,613.84	\$789,174.58	\$179,724.31	\$80,884.25	\$3,327,396.98	94%	\$3,547,062.00	100%	Unprocessed invoices
Substance Abuse Services - Outpatient (SASO)	\$325,770.00	\$263,828.68		\$32,021.89		\$295,850.57	91%	\$325,770.00	100%	
Non-Medical Case Management Services (NMCM)	\$2,662,545.00	\$2,005,493.37	\$440,122.60	\$156,275.38		\$2,601,891.35	98%	\$2,662,545.00	100%	Unprocessed invoices
Emergency Financial Assistance (EFA)	\$2,180,276.00	\$2,077,636.62			\$89,986.80	\$2,167,623.42	99%	\$2,180,276.00	100%	
Food Bank/Home Delivered Meals	\$1,628,320.00	\$1,577,326.27				\$1,577,326.27	97%	\$1,628,320.00	100%	
Other Professional Services (OPS)	\$316,445.00	\$311,271.94				\$311,271.94	98%	\$316,445.00	100%	
Medical Transportation (MT)	\$298,765.26	\$187,468.46	\$42,302.58	\$19,613.20	\$28,800.00	\$278,184.24	93%	\$298,765.26	100%	
Housing Services (HS)	\$0.08					\$0.00	0%	\$0.08	100%	No Housing awards made in GY 33
Outreach Services (OS)	\$256,192.00	\$117,214.59	\$122,363.12		\$6,935.60	\$246,513.31	96%	\$256,192.00	100%	
Psychosocial Support Services (PSS)	\$1,400,104.00	\$1,099,363.68	\$76,389.92	\$159,062.52		\$1,334,816.12	95%	\$1,400,104.00	100%	Unprocessed invoices
<b>TOTAL</b>	<b>\$25,311,620.34</b>	<b>\$19,730,452.41</b>	<b>\$2,787,091.90</b>	<b>\$1,314,945.43</b>	<b>\$267,935.03</b>	<b>\$24,100,424.77</b>	<b>95%</b>	<b>\$25,311,620.34</b>	<b>100%</b>	

Underspent over 30%

Overspent over 30%

Washington, DC EMA Ryan White PART A/MAI Grant Year 33 Report thorough February 2024  
PART A MAI

SERVICE CATEGORY	CURRENT AWARDS	EXPENDITURES TO DATE							COMMENTS
		DC	MD	VA	Total	Reported %	Expected \$	Expected %	
Outpatient/Ambulatory Health Services (OAHS)	\$561,644.00	\$416,778.92	\$26,518.93	\$28,469.85	\$471,767.70	84%	\$561,644.00	100%	
Early Intervention Services (EIS)	\$450,138.00	\$246,128.07	\$40,131.11	\$67,343.85	\$353,603.03	79%	\$450,138.00	100%	
Mental Health Services (MHS)	\$287,976.00	\$211,454.87	\$17,655.61	\$1,818.82	\$230,929.30	80%	\$287,976.00	100%	
Medical Case Management (MCM)	\$354,160.00	\$208,645.43	\$37,544.25	\$16,958.06	\$263,147.74	74%	\$354,160.00	100%	
Substance Abuse Services - Outpatient (SASO)	\$228,515.00	\$194,084.91	\$24,842.46	\$530.54	\$219,457.91	96%	\$228,515.00	100%	
Psychosocial Support Services (PSS)	\$292,153.00	\$150,766.28	\$16,453.32	\$82,883.44	\$250,103.04	86%	\$292,153.00	100%	
<b>TOTAL</b>	<b>\$2,174,586.00</b>	<b>\$1,427,858.48</b>	<b>\$74,880.35</b>	<b>\$105,554.61</b>	<b>\$1,789,008.72</b>	<b>82%</b>	<b>\$2,174,586.00</b>	<b>100%</b>	

Underspent over 30%

Overspent over 30%