

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING AGENDA

WEDNESDAY FEBRUARY 23, 2022 – 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 February 23, 2022 4. Approve Minutes for January 26, 2021
11:15 am	5. Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight
11:30 am	6. PSRA 2022
12:00 pm	7. Other Business
12:15 pm	8. Announcements and Adjournment
<u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u>	WEDNESDAY MARCH 23, 2022 11PM TO 1PM ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING (ONLINE)

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING MINUTES

WEDNESDAY, JANUARY 26, 2022 – 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	
Clark, Lamont (<i>Gov. Co-Chair</i>)	X				
Copley, Mackenzie (<i>Vice Chair</i>)	X				
DeMartino, Peter	X				
Padmore, Gerald (<i>Chair</i>)	X				
Palmer, Kentrell (<i>Kenny</i>)	X				
Shaw-Richardson, Re'ginald	X		COMMUNITY PARTNERS/GUESTS	PRESENT	ABSENT
RYAN WHITE RECIPIENT STAFF	PRESENT	ABSENT	Mena-Carrasco, Fernando	X	
Ally, Shabeen	X				
Edmonds, Jason	X		CONSULTANTS	PRESENT	ABSENT
Fortune, Ebony	X				
Lago, Lena (<i>Recipient</i>)	X				
VISITING COMMISSIONERS	PRESENT	ABSENT	COMMISSION SUPPORT STAFF	PRESENT	ABSENT
			Bailey, Patrice	X	
			Johnson, Alan	X	

HIGHLIGHTS

NOTE: This is a draft version of the January 26, 2022 Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the February 23, 2022, meeting and made available thereafter.

AGENDA

ITEM	DISCUSSION
Call to Order	Gerald P. called the meeting to order at 11:04 am, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Peter D. motioned to adopt the agenda for January 26, 2022. Misty C. seconded. The agenda was adopted unanimously.



<p>Review and Approval of the Minutes</p>	<p>Reginald S. motioned to approve the meeting minutes for the December 15, 2021 meeting. Claudia R. seconded. The minutes were approved unanimously.</p>
<p>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight</p>	<p>Lena Lago presented the Recipient Report The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 31 includes two components: Part A and Part A Minority AIDS Initiative (MAI). The partial GY 32 award has been received in the amount \$10,168,601 (Formula \$9,237,003 and MAI \$931,598) which is 40% of the total award.</p> <p><u>FISCAL STATUS</u> For Part A and Part A MAI in November 2021, 26 of 39)invoices have been received.</p> <p>There are no service delivery challenges for DC, Maryland or Virginia.</p> <p><u>PART A FISCAL SUMMARY</u> Part A expenditures are at 49% and should be at 75%.</p> <p>Service areas affected by unprocessed invoices are Early Intervention Services (EIS), Regional Early Intervention Services (REIS), Health Insurance Premium and Cost Sharing Assistance (HIPCSA), Medical Case Management (MCM), Linguistic Services (LS), Medical Transportation (MT), Outreach Services (OS), and Psychosocial Support Services (PSS).</p> <p>The services spending 30% below expected are Early Intervention Services (EIS), Regional Early Intervention Services (EIS), Health Insurance Premium and Cost Sharing Assistance (HIPCSA), Home and Community-Based Health Services (HCBS), Medical Nutrition Therapy (MNT), and Psychosocial Support Services (PSS)</p> <p>There are no services spending 30% above expected.</p> <p>Part A expenditures are at 43% and should be at 67%.</p> <p>Service areas affected by unprocessed invoices are Early Intervention Services (EIS), Regional Early Intervention Services (REIS), Health Insurance Premium and Cost Sharing Assistance (HIPCSA), Medical Case Management (MCM), Linguistic Services (LS), Medical Transportation (MT), Outreach Services (OS), and Psychosocial Support Services (PSS).</p> <p>Services spending 30% below expected are Early Intervention Services (EIS), Regional Early Intervention Services (EIS), Home and Community-Based Health Services (HCBS), and Medical Nutrition Therapy (MNT).</p> <p>There are no services spending 30% above expected.</p> <p><u>PART A MAI FISCAL SUMMARY</u> Part A MAI expenditures are at 51% and should be at 75%.</p>



	<p>The service areas affected by unprocessed invoices are Outpatient/Ambulatory Health Services (OAHS), Mental Health Services (MH) Substance Abuse Services –Outpatient (SASO), Services 30% below expected:</p> <p>Early Intervention Services (EIS), Medical Case Management (MCM) Substance Abuse Services – Outpatient (SASO) and Psychosocial Support Services (PSS).</p> <p>There are no services spending 30% above expected.</p> <p><u>UBC FISCAL SUMMARY</u> UBC expenditures are at 69% and should be at 75%.</p> <p>There are no service areas affected by unprocessed invoices.</p> <p>The services spending 30% below expected are Oral Health Care (OH), and Substance Abuse Services –Outpatient (SASO).</p> <p>There are no services spending 30% above expected.</p> <p><u>RECIPIENT REPORT</u> GY 31 Closeout. The Recipient and her team are still working diligently to ensure funds are spent down as much as possible and notifications of any reprogramming will be noted in next month’s report. 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.</p> <p>Part A RFA decision documents are expected to go out soon, hopefully this week, as well as continuations for other Ryan White related awards.</p> <p>Mackenzie led a discussion about moving funds around. After much discussion it was decided that there wasn’t a real need to make any adjustment at this time.</p>
<p>Other Business</p>	<p>PSRA Status – Lamont indicated that the committee should set a soft date for when there will be a small annual meeting to provide updates, show data and discuss any necessary adjustments. Peter asked if the meeting will focus on any particular topic. Mackenzie suggested a 20 minute update from each jurisdiction about what, if anything has changed. Lamont said August 25 will be the target date with the goal of getting all data requests to the recipient and other entities by the May 27th meeting. Mackenzie asked Patrice to make a note on the April agenda to augment the most recent PSRA Data Request form, striking questions, and updating them for submission, and a note to focus on what’s changed from year to year. Gerald asked everyone to send him, Mackenzie, Lamont, Patrice, and Alan some ideas.</p>

ANNOUNCEMENTS/OTHER DISCUSSION

Gerald congratulated Kenny P. for entering graduate school. Kenny announced his birthday was on December 31st.

Mackenzie announced his organization is coming up on their 10,000th covid test since launching the program in 2020.

Reginald SR announced he had a birthday on December 30th.

HANDOUTS

- January 26, 2022 Comprehensive Planning Committee (CPC) Meeting Agenda
- December 15, 2021, Comprehensive Planning Committee (CPC) Meeting Minutes
- Monthly Fiscal and Recipient Report (Part A and Part A MAI Funding) Year 31 – Reporting Period: November, 2021

MEETING ADJOURNED	11:59 AM	NEXT MEETING	WEDNESDAY, March 123 2022 11:00am to 1:00pm ZOOM CONFERENCE AND VIDEO CALL
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Date: February 23, 2022

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: December 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 32 partial award has been received in the amount \$10,168,601.**

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 December 2021, (29) 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 53% and should be 83%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Early Intervention Services (EIS)
Regional Early Intervention Services (REIS)

Health Insurance Premium and Cost Sharing Assistance (HIPCSA)
Home and Community-Based Health Services (HCBS)
Medical Nutrition Therapy (MNT)
Outreach Services (OS)
Psychosocial Support Services (PSS)

Services 30% below expected:

Early Intervention Services (EIS)
Regional Early Intervention Services (EIS)
Health Insurance Premium and Cost Sharing Assistance (HIPCSA)
Home and Community-Based Health Services (HCBS)
Medical Nutrition Therapy (MNT)
Psychosocial Support Services (PSS)

Services 30% above expected:

N/A

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 57% and should be 83%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Outpatient/Ambulatory Health Services (OAHS)
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 75% and should be 83%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

N/A

Services 30% below expected:

Oral Health Care (OH)

Substance Abuse Services –Outpatient (SASO)

Services 30% above expected:

N/A

RECIPIENT REPORT

1. **GY 32 RFA Awards.** The Part A awards were released on February 4, 2022. There are 28 sub-recipients that will be awarded funds in GY 32. The sub-recipient meeting was held on February 16, 2022
2. **GY 31 Closeout.** The Recipient and her team are working diligently to ensure funds are spent down as much as possible and notifications of any reprogrammings will be noted in next month's report. 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.

Report Through December 2021

Jurisdiction	Current Award - Finalized	Expenditures	Remaining Balance	Percent Spent	Comments
District of Columbia - Part A	9,699,222	5,679,725	4,019,497	58.6%	
District of Columbia - MAI	1,380,000	838,654	541,346	60.8%	
District of Columbia - UBC	10,212,671	7,687,876	2,524,795	75.3%	
District of Columbia Subtotal	21,291,893	14,206,254	7,085,639	66.7%	
Northern Virginia -- Part A	1,249,364	457,907	791,457	37%	
Northern Virginia -- MAI	402,895	223,378	179,517	55%	
Northern Virginia Subtotal	1,652,259	681,284	970,975	41%	
Suburban Maryland - Part A	2,508,092	1,030,714	1,477,378	41.1%	
Suburban Maryland -- MAI	822,287	429,089	393,198	52.2%	
Suburban Maryland Subtotal	3,330,379	1,459,803	1,870,576	43.8%	
West Virginia - Part A	483,067	289,239	193,828	59.9%	
West Virginia Subtotal	483,067	289,239	193,828	59.9%	
TOTAL -- Part A	13,939,745	7,457,585	6,482,160	53.5%	
TOTAL -- MAI	2,605,182	1,491,120	1,114,062	57.2%	
TOTAL -- UBC	10,212,671	7,687,876	2,524,795	75.3%	
TOTAL Subtotal	26,757,598	16,636,581	10,121,017	62.2%	

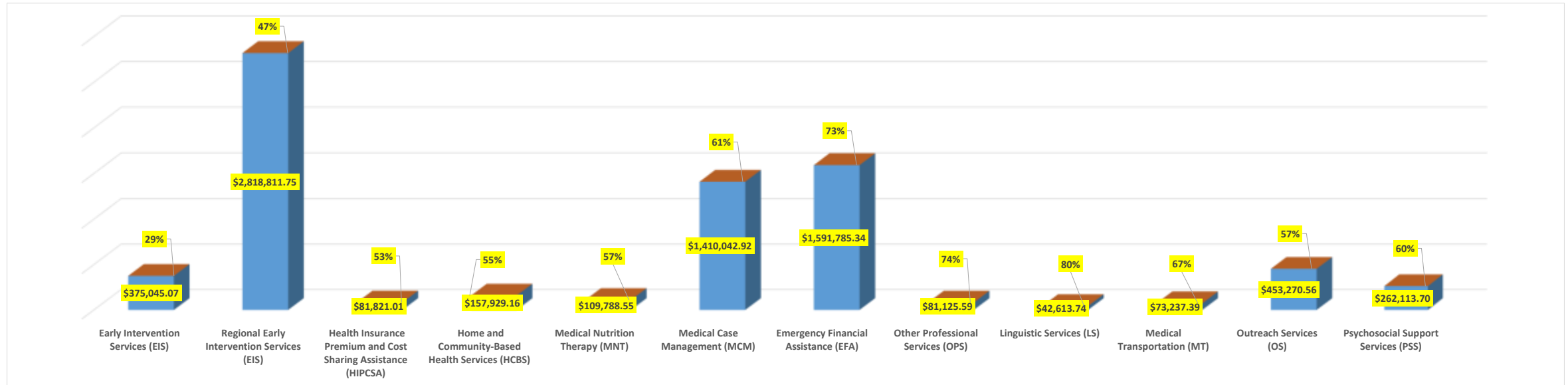
PART A

Report Through December 2021

SERVICE CATEGORY	ALLOCATED	EXPENDITURES TO DATE								Comments
		Reported \$					Reported %	Expected \$	Expected %	
Current AWARDS	DC	MD	VA	WVA	Total					
Early Intervention Services (EIS)	\$1,308,863.00	\$304,985.02	\$70,060.05			\$375,045.07	29%	\$1,090,719.17	83%	Unprocessed Invoices
Regional Early Intervention Services (EIS)	\$6,003,586.00	\$2,083,568.97	\$277,335.94	\$457,906.84		\$2,818,811.75	47%	\$5,002,988.33	83%	Unprocessed Invoices
Health Insurance Premium and Cost Sharing Assistance (HIPCSA)	\$153,021.00	\$1,048.63	\$30,263.77		\$50,508.61	\$81,821.01	53%	\$127,517.50	83%	Unprocessed Invoices
Home and Community-Based Health Services (HCBS)	\$285,000.00	\$157,929.16				\$157,929.16	55%	\$237,500.00	83%	staff vacancies
Medical Nutrition Therapy (MNT)	\$193,504.00	\$80,729.16	\$26,448.89		\$2,610.50	\$109,788.55	57%	\$161,253.33	83%	cyclical spending
Medical Case Management (MCM)	\$2,321,445.00	\$953,003.65	\$376,682.50		\$80,356.77	\$1,410,042.92	61%	\$1,934,537.50	83%	
Emergency Financial Assistance (EFA)	\$2,179,400.00	\$1,460,865.78	\$6,854.20		\$124,065.36	\$1,591,785.34	73%	\$1,816,166.67	83%	
Other Professional Services (OPS)	\$109,368.00	\$81,125.59				\$81,125.59	74%	\$91,140.00	83%	
Linguistic Services (LS)	\$53,177.00	\$32,232.82	\$10,380.92			\$42,613.74	80%	\$44,314.17	83%	
Medical Transportation (MT)	\$108,500.00	\$20,876.49	\$27,160.90		\$25,200.00	\$73,237.39	67%	\$90,416.67	83%	
Outreach Services (OS)	\$788,881.00	\$364,985.55	\$81,787.11		\$6,497.90	\$453,270.56	57%	\$657,400.83	83%	Unprocessed Invoices
Psychosocial Support Services (PSS)	\$435,000.00	\$138,373.87	\$123,739.83			\$262,113.70	60%	\$362,500.00	83%	Unprocessed Invoices
TOTAL	\$13,939,745.00	\$5,679,724.69	\$1,030,714.11	\$457,906.84	\$289,239.14	\$ 7,457,584.78	53%	\$11,616,454.17	83%	

Underspent over 30%

Overspent over 30%

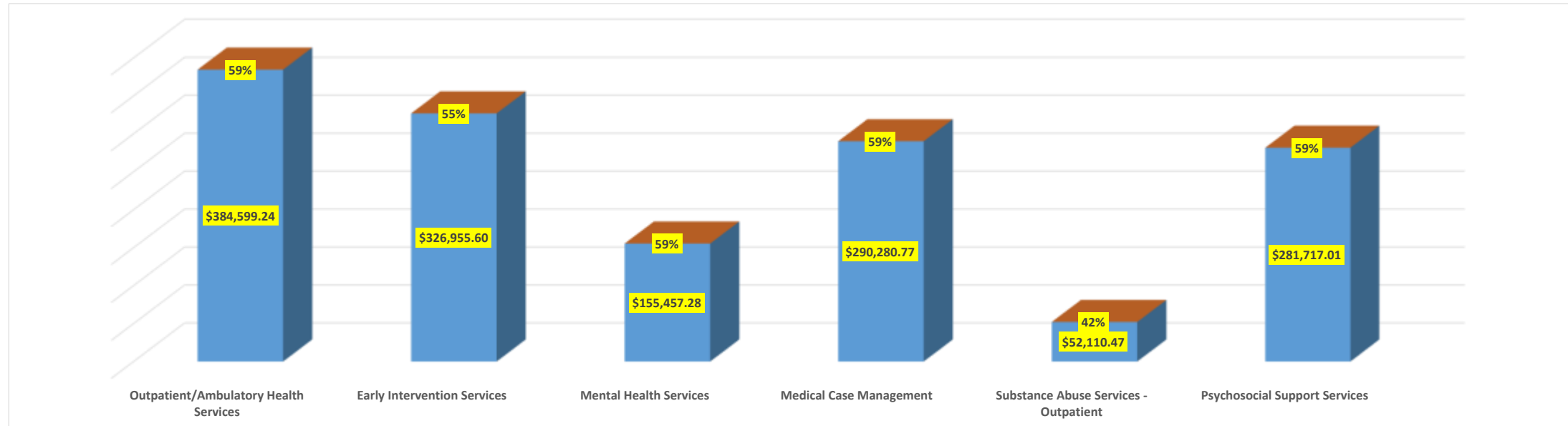


MAI

Report Through December 2021

SERVICE CATEGORY	AWARDS Current Budget	EXPENDITURES TO DATE							Comments
		Reported \$				Reported %	Expected \$	Expected %	
	DC	MD	VA	Total					
Outpatient/Ambulatory Health Services	\$655,786.99	\$223,839.24	\$93,695.91	\$67,064.09	\$384,599.24	59%	\$546,489.16	83%	
Early Intervention Services	\$591,189.00	\$193,569.18	\$70,304.31	\$63,082.11	\$326,955.60	55%	\$492,657.50	83%	Modified service delivery due to COVID-19
Mental Health Services	\$265,131.00	\$60,234.40	\$92,402.59	\$2,820.29	\$155,457.28	59%	\$220,942.50	83%	
Medical Case Management	\$488,029.00	\$164,973.04	\$116,908.79	\$8,398.94	\$290,280.77	59%	\$406,690.83	83%	
Substance Abuse Services - Outpatient	\$124,228.00	\$52,110.47			\$52,110.47	42%	\$103,523.33	83%	Unprocessed Invoices
Psychosocial Support Services	\$480,818.00	\$143,927.69	\$55,777.15	\$82,012.17	\$281,717.01	59%	\$400,681.67	83%	Modified service delivery due to COVID-19
TOTAL	\$2,605,181.99	\$838,654.02	\$429,088.75	\$223,377.60	\$1,491,120.37	57%	\$2,170,984.99	83%	

Underspent over 30%
Overspent over 30%



UBC

Report Through December 2021

SERVICE CATEGORY	ALLOCATED	EXPENDITURES TO DATE				Comments
	Current	Reported \$	Reported %	Expected \$	Expected %	
Outpatient/Ambulatory Health Services	\$ 2,020,857.00	\$ 1,819,130.76	90%	\$1,684,047.50	83%	
Oral Health Care	\$ 870,000.00	\$ 359,492.99	41%	\$725,000.00	83%	Modified service delivery due to COVID-19
Mental Health Services	\$ 178,029.00	\$ 160,950.00	90%	\$148,357.50	83%	
Substance Abuse Services - Outpatient	\$ 87,686.00	\$ 8,520.00	10%	\$73,071.67	83%	Modified service delivery due to COVID-19
Non-Medical Case Management Services	\$ 3,733,813.00	\$ 2,845,840.00	76%	\$3,111,510.83	83%	
Food Bank/Home Delivered Meals	\$ 3,262,286.00	\$ 2,454,312.00	75%	\$2,718,571.67	83%	
Housing Case Management and Referral	\$ 60,000.00	\$ 39,630.00	66%	\$50,000.00	83%	
TOTAL	\$ 10,212,671.00	\$ 7,687,875.75	75%	\$8,510,559.17	83%	

