



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, JULY 26, 2023 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
11:10 am	<ol style="list-style-type: none"> 3. Adopt Agenda for July 26, 2023 4. Approve Minutes for June 28, 2023
11:15 am	5. Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight
11:30 am	<ol style="list-style-type: none"> 6. Other Business PSRA Data Request Update
12:15 pm	7. Announcements and Adjournment
<u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u>	WEDNESDAY August 23, 2023 11PM TO 1PM ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING (ONLINE)

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING MINUTES

WEDNESDAY, JUNE 28, 2023 – 11:00AM

ZOOM CONFERENCE AND VIDEO CALL

ELECTRONIC – ONLINE MEETING

ATTENDEES/ROLL CALL					
COMMISSIONERS	PRESENT	ABSENT	COMMITTEE MEMBERS	PRESENT	ABSENT
Carney, Misty	X				
Clark, Lamont (<i>Gov. Co-Chair</i>)		X			
Copley, Mackenzie (<i>Chair</i>)	X				
DeMartino, Peter	X				
Palmer, Kentrell (<i>Kenny</i>)		X			
Ramos, Claudia	X		COMMUNITY PARTNERS/GUESTS	PRESENT	ABSENT
Shaw-Richardson, Re'ginald	X		Stuckey, Christopher	X	
RYAN WHITE RECIPIENT STAFF	PRESENT	ABSENT			
Edmonds, Jason	X				
Smith, Avemaria (<i>Recipient</i>)	X		CONSULTANTS	PRESENT	ABSENT
HAHSTA STAFF	PRESENT	ABSENT	COMMISSION SUPPORT STAFF	PRESENT	ABSENT
Price Ashley	X		Bailey, Patrice	X	
			Johnson, Alan	X	

HIGHLIGHTS

NOTE: This is a draft version of the 2023, June 28, 2023, Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the July 26, 2023, meeting and made available thereafter.

AGENDA

ITEM	DISCUSSION
Call to Order	Alan J. called the meeting to order at 11:10 am, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Mackenzie C. acknowledged all the hard work the previous CPC Chair, Gerald Padmore, had done during his tenure with the COHAH.

	<p>There were no changes made to the June 28, 2023, Meeting Agenda. Therefore, Mackenzie assumed the motion to adopt the agenda as presented.</p>
<p>Review and Approval of the Minutes</p>	<p>There were no changes made to the May 24, 2023, Meeting Minutes. Therefore, Mackenzie assumed the motion to approve the meeting minutes as presented.</p>
<p>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight</p>	<p>Avemaria (Ave) S. presented the Recipient Report The Part A and Part A MAI report is being presented for the month of April for Grant Year 33. The full award is in the amount of \$32,652,189.00.</p> <p><u>FISCAL STATUS</u> Twenty-three (23) of the twenty-six (26) providers have submitted payment requests that were processed, and three (3) providers have not yet submitted April 2023 invoices., of the for Part A and Part A MAI in April 2023.</p> <p>There are no service delivery challenges in DC, Maryland, or Virginia.</p> <p><u>PART A FISCAL SUMMARY</u> Part A expenditures are 15% and should be 17%.</p> <p>Service areas affected by unprocessed invoices were Early Intervention Services (EIS), Medical Nutrition Therapy (MNT), Medical Case Management (MCM), Non-Medical Case Management Services (NMCM), Medical Transportation (MT), Outreach Services (OS), and Psychosocial Support Services (PSS).</p> <p>Services 30% below expected were Early Intervention Services (EIS), Health Insurance Premium and Cost Sharing Assistance (HIPCSA), and Home and Community-Based Health Services (HCBS).</p> <p>Services 30% above expected were Mental Health Services (MHS) and Other Professional Services (OPS).</p> <p><u>PART A MAI FISCAL SUMMARY</u> Part A MAI expenditures were at 10% and should be at 17%.</p> <p>Service areas affected by unprocessed invoices were Outpatient/Ambulatory Health Services (OAHS), Early Intervention Services (EIS), Mental Health Services (MHS), Medical Case Management (MCM), Substance Abuse Services – Outpatient (SASO), and Psychosocial Support Services (PSS).</p> <p>Services 30% below expected were Early Intervention Services (EIS) Medical Case Management (MCM), Psychosocial Support Services (PSS) Outpatient/Ambulatory Health Services (OAHS), and Substance Abuse Services – Outpatient (SASO).</p> <p>There were no services spending 30% above expected.</p> <p>RECIPIENT REPORT</p>

	<p>Recipient staff are preparing all required programmatic and fiscal documentation to HRSA for the GY32 Annual Progress Report, GY33 Program Submission Report, and GY33 Program Terms Report.</p> <p>The Recipient submitted the Core Medical Services Waiver for GY 33 with the Non-competing Continuation (NCC) progress report and is awaiting review and approval from HRSA.</p> <p>The Recipient received feedback on the Integrated Plan joint review by the CDC and HRSA and will incorporate feedback that included the jurisdictional partners, Maryland and Virginia as needed.</p> <p>After reconciling the accepted subawards for GY33, the Recipient will make a reprogramming request to reduce the lapse rate of the Part A award for GY33.</p> <p>There was more discussion about the overspending, particularly in the Mental Health Services category.</p>		
Other Business	<p>PSRA Data Request Update</p> <p>The Recipient has disseminated the data request to the Care and Treatment team, the HAHSTA Surveillance Department, and the jurisdictional partners. There aren't any challenges, however, Surveillance Departments in all the jurisdictions are understaffed. Therefore, patience is needed in receiving information. The Recipient would also like to present information to the COHAH about how the MAI service categories are functioning and give overall information on some of the other service categories and their allocations that may need consideration for change. Additionally, there were vague questions in the data request about immigrants and if they are being served well. The Recipient will offer information based on the feedback given.</p>		
ANNOUNCEMENTS/OTHER DISCUSSION			
<p>Mackenzie announced his new position as Chair of the Comprehensive Planning Committee (CPC) and asked for suggestions, if any, on how the meetings can change. Please email him with that information.</p>			
HANDOUTS			
<ul style="list-style-type: none"> • June 28, 2023, Comprehensive Planning Committee (CPC) Meeting Agenda • May 24, 2023, Comprehensive Planning Committee (CPC) Meeting Minutes • Recipient Reports for April, 2023 			
MEETING ADJOURNED	11:36am	NEXT MEETING	WEDNESDAY, JULY 26, 2023 11:00am to 1:00pm ZOOM CONFERENCE AND VIDEO CALL

Date: July 26, 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: May 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 **May 2023**, of the twenty-six (**26**) providers, twenty-five (**25**) submitted payment request that were processed, and one (**1**) provider have not yet submitted May 2023 invoices.

SERVICE DELIVERY CHALLENGES

DC: No challenges.

MD: No challenges.

VA: No challenges.

PART A FISCAL SUMMARY

Part A expenditures are 23% and should be 25%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

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

Services 30% below expected:

Early Intervention Services (EIS)
Health Insurance Premium and Cost Sharing Assistance (HIPCSA)

Services 30% above expected:

Mental Health Services (MHS)
Other Professional Services (OPS)

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 17% and should be 25%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

N/A

Services 30% below expected:

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

Services 30% above expected:

N/A

RECIPIENT REPORT

- 1. FY23 Priority Setting and Resource Allocation (PSRA) Data Request:** 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.
- 2. Reprogramming Request:** The Recipient will make a reprogramming request to reduce the lapse rate of the Part A award for GY33 in during the PSRA meeting in August.
- 3. Jurisdictional Ryan White Meeting:** The Recipient will convene a jurisdictional meeting with the Virginia Department of Health and Maryland Department of Health on August 3, 2023, to discuss Ryan White programmatic overlaps within our respective jurisdictions.
- 4. GY 33 Core Medical Services Waiver:** The Recipient submitted the Core Medical Services Waiver for GY 33 with the Non-competing Continuation (NCC) progress report and are awaiting review and approval from HRSA.

Washington, DC EMA Part A Grant Year 33 Report through May 2023

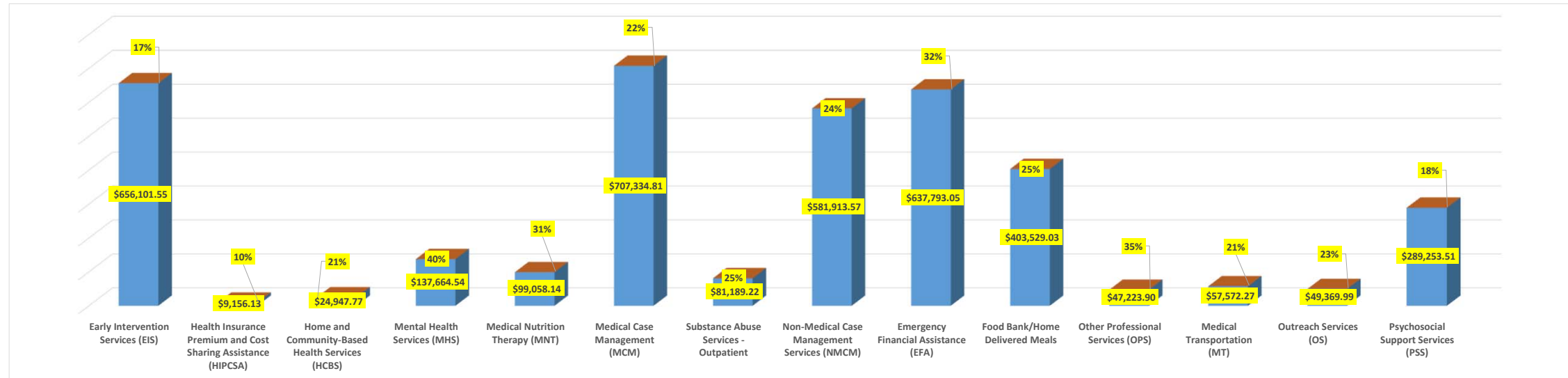
Jurisdiction	Current Award - Finalized	Expenditures	Remaining Balance	Percent Spent	Comments
District of Columbia - Part A	13,969,780	3,510,774	10,459,006	25%	
District of Columbia - MAI	1,407,837	286,778	1,121,059	20%	
District of Columbia Subtotal	15,377,617	3,797,553	11,580,064	25%	
Northern Virginia -- Part A	1,867,364	346,873	1,520,491	19%	
Northern Virginia -- MAI	273,540	37,757	235,783	14%	
Northern Virginia Subtotal	2,140,904	384,629	1,756,275	18%	
Suburban Maryland - Part A	3,170,440	639,444	2,530,996	20%	
Suburban Maryland -- MAI	295,454	19,434	276,020	7%	
Suburban Maryland Subtotal	3,465,894	658,877	2,807,017	19%	
West Virginia - Part A	402,454	40,555	361,899	10%	
West Virginia Subtotal	402,454	40,555	361,899	10%	
TOTAL -- Part A	19,410,038	4,537,645	14,872,393	23%	
TOTAL -- MAI	1,976,831	343,969	1,632,862	17%	

PART A

Washington, DC EMA Part A Grant Year 33 Report through May 2023

SERVICE CATEGORY	ALLOCATED	EXPENDITURES TO DATE								Comments
		Reported \$					Reported %	Expected \$	Expected %	
	Current AWARDS	DC	MD	VA	WVA	Total				
Outpatient/Ambulatory Health Services (OAHS)	\$2,096,042.00	\$ 407,922.37	\$ 98,316.37	\$ 27,222.26		\$ 533,461.00	25%	\$524,010.50	25%	
Oral Health Care	\$826,426.00	\$ 149,993.80	\$ 55,007.34	\$ 17,075.53		\$ 222,076.67	27%	\$206,606.50	25%	
Early Intervention Services (EIS)	\$3,850,863.00	\$482,324.31	\$46,520.54	\$127,256.70		\$ 656,101.55	17%	\$962,715.75	25%	Unprocessed invoices; Staff vacancies
Health Insurance Premium and Cost Sharing Assistance (HIPCSA)	\$88,733.00		\$3,731.98		\$5,424.15	\$ 9,156.13	10%	\$22,183.25	25%	Staff vacancies
Home and Community-Based Health Services (HCBS)	\$118,788.00	\$24,947.77				\$ 24,947.77	21%	\$29,697.00	25%	
Mental Health Services (MHS)	\$341,494.00	\$124,708.68		\$12,955.86		\$ 137,664.54	40%	\$85,373.50	25%	Actively monitoring spending
Medical Nutrition Therapy (MNT)	\$319,374.00	\$85,857.24	\$13,020.00		\$180.90	\$ 99,058.14	31%	\$79,843.50	25%	
Medical Case Management (MCM)	\$3,213,293.00	\$401,155.30	\$258,937.25	\$37,540.27	\$9,701.99	\$ 707,334.81	22%	\$803,323.25	25%	
Substance Abuse Services - Outpatient	\$325,770.00	\$68,521.55		\$12,667.67		\$ 81,189.22	25%	\$81,442.50	25%	
Non-Medical Case Management Services (NMCM)	\$2,434,158.00	\$432,551.81	\$105,507.84	\$43,853.92		\$ 581,913.57	24%	\$608,539.50	25%	
Emergency Financial Assistance (EFA)	\$1,982,069.00	\$616,954.07			\$20,838.98	\$ 637,793.05	32%	\$495,517.25	25%	
Food Bank/Home Delivered Meals	\$1,628,320.00	\$403,529.03				\$ 403,529.03	25%	\$407,080.00	25%	
Other Professional Services (OPS)	\$136,364.00	\$47,223.90				\$ 47,223.90	35%	\$34,091.00	25%	Reprogramming request submitted
Medical Transportation (MT)	\$273,587.00	\$36,621.11	\$14,628.50	\$2,722.66	\$3,600.00	\$ 57,572.27	21%	\$68,396.75	25%	
Outreach Services (OS)	\$210,281.00	\$17,581.87	\$30,979.46		\$808.66	\$ 49,369.99	23%	\$52,570.25	25%	
Psychosocial Support Services (PSS)	\$1,564,476.00	\$210,881.24	\$12,794.51	\$65,577.76		\$ 289,253.51	18%	\$391,119.00	25%	
TOTAL	\$19,410,038.00	\$3,510,774.05	\$639,443.79	\$346,872.63	\$40,554.68	\$ 4,537,645.15	23%	\$4,852,509.50	25%	

Underspent over 30% █
 Overspent over 30% █



PART A MAI

Washington, DC EMA Part A Grant Year 33 Report through May 2023

SERVICE CATEGORY	AWARDS		EXPENDITURES TO DATE						Comments
	Current Budget	Reported \$				Reported %	Expected \$	Expected %	
		DC	MD	VA	Total				
Outpatient/Ambulatory Health Services (OAHS)	\$510,586.00	\$87,592.29	\$4,161.81	\$7,481.70	\$99,235.80	19%	\$127,646.50	25%	
Early Intervention Services (EIS)	\$409,217.00	\$51,182.04	\$4,734.86	\$14,204.78	\$70,121.68	17%	\$102,304.25	25%	Staff vacancies; Reprogramming request submitted
Mental Health Services (MHS)	\$261,443.00	\$51,779.29	\$1,716.82		\$53,496.11	20%	\$65,360.75	25%	
Medical Case Management (MCM)	\$321,964.00	\$46,606.00	\$5,027.99	-\$1,958.22	\$49,675.77	15%	\$80,491.00	25%	Staff vacancies
Substance Abuse Services - Outpatient (SASO)	\$162,573.00	\$26,168.14	\$2,100.43		\$28,268.57	17%	\$40,643.25	25%	Staff vacancies
Psychosocial Support Services (PSS)	\$311,048.00	\$23,450.72	\$1,691.69	\$18,028.32	\$43,170.73	14%	\$77,762.00	25%	Staff vacancies; Reprogramming request submitted
TOTAL	\$1,976,831.00	\$286,778.48	\$19,433.60	\$37,756.58	\$343,968.66	17%	\$494,207.75	25%	

Underspent over 30%

Overspent over 30%

