



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, MARCH 22, 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 March 22, 2023 4. Approve Minutes for February 22, 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 discussion
12:15 pm	7. Announcements and Adjournment
<u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u>	WEDNESDAY APRIL 22, 2023 11PM TO 1PM ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING (ONLINE)

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING MINUTES

WEDNESDAY, FEBRUARY 22, 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>Vice Chair</i>)	X				
DeMartino, Peter		X			
Padmore, Gerald (<i>Committee Chair</i>)	X				
Palmer, Kentrell (<i>Kenny</i>)		X			
Ramos, Claudia	X		COMMUNITY PARTNERS/GUESTS	PRESENT	ABSENT
Shaw-Richardson, Re'ginald	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
Orban, Julie	X		Bailey, Patrice	X	
Price, Ashley	X		Johnson, Alan	X	

HIGHLIGHTS

NOTE: This is a draft version of the February 22, 2023, Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the March 22, 2023, meeting and made available thereafter.

AGENDA

ITEM	DISCUSSION
Call to Order	Gerald P. called the meeting to order at 11:09 am, followed by a moment of silence and introductions.

Review and Adoption of the Agenda	Gerald assumed the motion to adopt the agenda for February 22, 2023. The agenda was adopted as presented.
Review and Approval of the Minutes	Mackenzie C. made a correction to the January 14, 2023 date to January 25, 2023 on the February minutes. Gerald assumed the motion to approve the meeting minutes with the necessary correction.
Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight	<p>Avemaria (Ave) S. presented the Recipient Report The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 32 continues to operate in the full award of \$33,345,898.</p> <p><u>FISCAL STATUS</u> Of the 28 active grants for Part A and Part A MAI in December 2022, (26) payment requests were received and processed and (2) were unprocessed.</p> <p>There were no service delivery challenges for DC, Maryland, or Virginia.</p> <p><u>PART A FISCAL SUMMARY</u> Part A expenditures were at 57% and should be at 83%.</p> <p>Service areas affected by unprocessed invoices were Outpatient/Ambulatory Health Services (OAHS), Early Intervention Services (EIS), Medical Nutrition Therapy (MNT), Medical Case Management (MCM), Non-Medical Case Management Services (NMCM), Medical Transportation (MT), Food Bank and Home Delivered Meals (FBHDM) and Home Delivered Meals (FBHDM) and Home Delivered Meals (FBHDM), and Psychosocial Support Services (PSS).</p> <p>Services spending 30% below expected were Outpatient/Ambulatory Health Services (OAHS), Early Intervention Services (EIS), Medical Case Management (MCM), and Food Bank and Home Delivered Meals (FBHDM)</p> <p><u>PART A MAI FISCAL SUMMARY</u> Part A MAI expenditures were at 56% and should be at 83%.</p> <p>Service areas affected by unprocessed invoices were Outpatient/Ambulatory Health Services (OAHS), Early Intervention Services (EIS), Mental Health Services (MHS), Substance Abuse Services – Outpatient (SASO), and Psychosocial Support Services (PSS).</p> <p>Services spending 30% below expected are Outpatient/Ambulatory Health Services, Substance Abuse Services – Outpatient (SASO), and Mental Health Services (MHS).</p> <p><u>RECIPIENT REPORT</u> The GY33 Ryan White Part A Kick-Off Meeting was held on Tuesday, February 14, 2023. The meeting provided subrecipients with programmatic, and fiscal, data, and quality management updates.</p> <p>Part A Continuation Award letters were sent to subrecipients in January. Program staff are working with sub-recipients to ensure a March 1,</p>

	<p>2023, start date.</p> <p>The Fee-for-Value programs which are 70% capacity and 30% performance will be fully funded for the start of GY33. This should improve subrecipient spending.</p> <p>DC Health experienced a network outage that delayed the release of the Electronic Grants Management System (EGMS) 2.0 by a few days. The release will take place on February 16, 2023. Internal and external trainings are underway to ensure familiarity with the system. Bugs in the system are still being worked out and will not affect the continuation of services.</p>
Other Business	<p><u>PSRA Data Request Discussion</u></p> <p>Lamont indicated that the CPC should review last year's data information and determine if anything needs to be modified. The request for data should be ready and sent to the Recipient by April. Discussions can begin today and continue into the next month or so. Ave asked if PSRA will happen in August? Lamont responded that it tends to happen at the end of summer. Ave asked Ashley if they have the Non-Compete Continuation (NCC) date yet. Ashley P. responded that the dates have not been set but a guesstimate is sometime in September, October. The Recipient office normally guides the COHAH in that respect.</p>

ANNOUNCEMENTS/OTHER DISCUSSION

Mackenzie C. announced his 30th birthday on March 23rd. He will be celebrating and unable to attend the General Body Meeting tomorrow.

HANDOUTS

- February 22, 2023, Comprehensive Planning Committee (CPC) Meeting Agenda
- January 25, 2023, Comprehensive Planning Committee (CPC) Meeting Minutes
- Monthly Fiscal and Recipient Report (Part A and Part A MAI Funding) Year 32 – Reporting Period: December 2022

MEETING ADJOURNED	11:29am	NEXT MEETING	WEDNESDAY, MARCH 22, 2023 11:00am to 1:00pm ZOOM CONFERENCE AND VIDEO CALL
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Date: March 22, 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 32 - Reporting Period: January 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 32 the recipient received the full award in the amount \$33,345,898.00.**

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

Out of 28 active grants, **(0)** payment requests were received and processed for January. These missing invoices will be shown in the February 2023 report.

SERVICE DELIVERY CHALLENGES

DC: No challenges.

MD: No challenges.

VA: No challenges.

PART A FISCAL SUMMARY

Service areas affected by unprocessed invoices:

Outpatient/Ambulatory Health Services (OAHS)
Emergency Financial Assistance (EFA)
Early Intervention Services (EIS)
Oral Health Care (OH)

Health Insurance Premium and Cost Sharing Assistance (HIPCSA)
Home and Community-Based Health Services (HCBS)
Medical Nutrition Therapy (MNT)
Medical Case Management (MCM)
Non-Medical Case Management Services (NMCM)
Substance Abuse Services _Outpatient (SASO)
Other Professional Services (OPS)
Medical Transportation (MT)
Outreach Services (OS)
Medical Transportation (MT)
Food Bank, Home-Delivered Meals (FBHDM)
Psychosocial Support Services (PSS)

Services 30% below expected:

Services 30% above expected:

PART A MAI FISCAL SUMMARY

Service areas affected by unprocessed invoices:

Outpatient/Ambulatory Health Services (OAHS)
Early Intervention Services (EIS)
Mental Health Services (MHS)
Medical Case Management (MCM)
Substance Abuse Services – Outpatient (SASO)
Psychosocial Support Services (PSS)

Services 30% below expected:

Services 30% above expected:

RECIPIENT REPORT

1. **Invoicing:** The Electronic Grants Management System (EGMS) was taken offline on February 15, 2023, the day January invoices were due. The EGMS 2.0 system came online on February 17th. Since that time, there have been widespread challenges with processing invoices. These challenges included: user access (sub-recipient and HAHSTA staff), user navigation, data migration issues, missing staff assignments and system glitches. The result is we have no expenditure data to report for January 2023. January expenditure data will be presented next month (April 2023).
2. **Part A Continuations:** Part A GY33 continuations are in process in EGMS 2.0, but none are fully executed. All Part A grants have a project period that expires in 2025. Subrecipients were notified of the system delays and given authority to continue service delivery until grants are fully executed. The recipient does not anticipate any impact to customer service delivery as a result of these system challenges.