

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING AGENDA

WEDNESDAY, MAY 24, 2023 11:00PM TO 1:00PM

ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING

ELECTRONIC – ONLINE MEETING

Note: all times	s are approximate
11:05 am	Call to Order and Moment of Silence Welcome and Introductions
11:10 am	3. Adopt Agenda for May 24, 20234. Approve Minutes for April 26, 2023
11:15 am	5. Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight
11:30 am	6. Other Business PSRA Data Request Update
12:15 pm	7. Announcements and Adjournment

NEXT COMPREHENSIVE PLANNING
COMMITTEE (CPC) MEETING:

WEDNESDAY MAY 24, 2023
11PM TO 1PM
ELECTRONIC MEETING VIA ZOOM VIDEO
CONFERENCING (ONLINE)



COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING MINUTES

WEDNESDAY, APRIL 26, 2023 - 11:00AM

ZOOM CONFERENCE AND VIDEO CALL

ELECTRONIC - ONLINE MEETING

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

HIGHLIGHTS

NOTE: This is a draft version of the April 26, 2023, Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the May 24, 2023, meeting and made available thereafter.

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ITEM	DISCUSSION
Call to Order	Gerald P. called the meeting to order at 11:07 am, followed by a moment of silence and introductions.



Review and Adoption of the Agenda	Gerald assumed the motion to adopt the agenda for April 26, 2023, with the date changed in the body of the agenda.
Review and Approval of the Minutes	Gerald assumed the motion to approve the meeting minutes for March 22, 2023, as presented.
	Services spending 30% below expected were Outpatient/Ambulatory Health Services (OAHS) and Mental Health Services (MHS).
	In February, Part A MAI expenditures were at 78% and should have been at 100%.



Service areas affected by unprocessed invoices were Outpatient/Ambulatory Health Services (OAHS) and Mental Health Services (MHS). Both of which are performing at 30% below expected.

RECIPIENT REPORT

There continues to be widespread challenges with processing invoices in the Electronic Grants Management System 2.0 (EGMS 2.0). As a result, a process was established to review and approve invoices outside of EGMS.

Part A expenditures will continue to be paid and reconciled throughout the liquidation period. Expenditures are considered final when HRSA accepts the Recipients Final Expenditure Report.

Of the twenty (26) Part A GY33 continuations, eighteen (18) are fully executed. The remaining eight (8) are moving along in the EGMS system. Service delivery is ongoing, despite the delays in fully executing the awards.

PSRA Data Request Update

Other Business

Lamont C. forwarded the data request document to Mackenzie C. who will make material changes. He has not provided it yet. If there are any other changes, please let Lamont or Mackenzie know by Friday. This year is another PSRA Lite process because it is not a full application year. Ave has asked her data team to also provide information around Covid.

ANNOUNCEMENTS/OTHER DISCUSSION

None announced.

HANDOUTS

- April 26, 2023, Comprehensive Planning Committee (CPC) Meeting Agenda
- March 22, 2023, Comprehensive Planning Committee (CPC) Meeting Minutes
- Recipient Reports for January and February 2023

MEETING		NEXT MEETING	WEDNESDAY, MAY 24, 2023
MEETING ADJOURNED	11·25am		11:00am to 1:00pm
ADJOURNED			ZOOM CONFERENCE AND VIDEO CALL



Date: May 24, 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: March 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 **March 2023**, of the twenty-six (**26**) providers, twenty-one (**21**) submitted payment requests that were processed, and five (**5**) providers have not yet submitted March 2023 invoices.

SERVICE DELIVERY CHALLENGES

DC: No challenges.

MD: No challenges.

VA: No challenges.

PART A FISCAL SUMMARY

Part A expenditures are 7% and should be 8%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Outpatient/Ambulatory Health Services (OAHS)

Early Intervention Services (EIS)



Oral Health Care (OH)
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)
Medical Transportation (MT)
Outreach Services (OS)
Medical Transportation (MT)
Psychosocial Support Services (PSS)

Services 30% below expected:

Early Intervention Services (EIS)
Health Insurance Premium and Cost Sharing Assistance
(HIPCSA)
Home and Community-Based Health Services (HCBS)
Medical Transportation (MT)

Services 30% above expected:

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

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 5% and should be 8%. (Overall Expenditure rates by funding source for the reporting period)

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:

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

Services 30% above expected:

RECIPIENT REPORT

- 1. Part A Continuations: All Part A GY33 continuations have been fully executed.
- 2. <u>Invoicing:</u> There continue to be some challenges with processing invoices in the Electronic Grants Management System 2.0 (EGMS 2.0), though only a few subrecipients remain impacted. A workaround has been implemented for those unable to invoice through the system. Service delivery remains unaffected.
- 3. <u>Part A Closeout:</u> Recipient staff are preparing all required programmatic and fiscal documentation to closeout GY32 with HRSA by May 26, 2023.

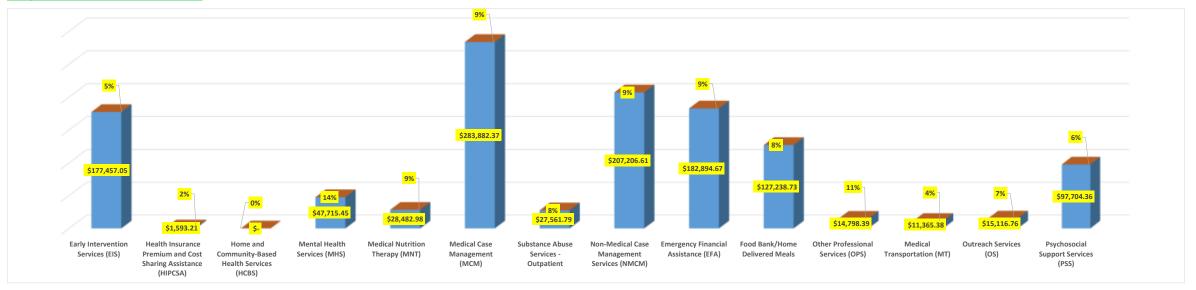
Washington, DC EMA Part A Grant Year 33 Report through March 2023

Jurisdiction	Current Award -	Expenditures	Remaining	Percent	Comments
3411341641611	Finalized	Expenditures	Balance	Spent	Comments
District of Columbia - Part A	13,969,780	1,126,376	12,843,404	8%	
District of Columbia - MAI	1,407,837	76,534	1,331,303	5%	
District of Columbia Subtotal	15,377,617	1,202,909	14,174,708	8%	
Northern Virginia Part A	1,867,364	83,749	1,783,615	4%	
Northern Virginia MAI	273,540	-	273,540	0%	
Northern Virginia Subtotal	2,140,904	83,749	2,057,155	4%	
Suburban Maryland - Part A	3,170,440	240,203	2,930,237	8%	
Suburban Maryland MAI	295,454	19,434	276,020	7%	
Suburban Maryland Subtotal	3,465,894	259,637	3,206,257	7%	
West Virginia - Part A	402,454	-	402,454	0%	
West Virginia Subtotal	402,454	-	402,454	0%	
TOTAL Part A	19,410,038	1,450,328	17,959,710	7%	
TOTAL MAI	1,976,831	95,967	1,880,864	5%	

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

SERVICE CATEGORY	ALLOCATED		EXPENDITURES TO DATE									
				Reported \$								
	Current AWARDS	DC	MD	VA	WVA		Total	Reported %	Expected \$	Expected %	Comments	
Outpatient/Ambulatory Health Services												
(OAHS)	\$ 2,096,042.00	\$ 127,561.96	\$ 30,210.61	\$ 2,577.09		\$	160,349.66	8%	\$174,670.17	8%		
Oral Health Care	\$ 826,426.00	\$ 48,994.41	\$ 17,966.20			\$	66,960.61	8%	\$68,868.83	8%		
Early Intervention Services (EIS)	\$ 3,850,863.00	\$135,239.83	\$15,148.20	\$27,069.02		\$	177,457.05	5%	\$320,905.25	8%		
Health Insurance Premium and Cost												
Sharing Assistance (HIPCSA)	\$ 88,733.00		\$1,593.21			\$	1,593.21	2%	\$7,394.42	8%		
Home and Community-Based Health												
Services (HCBS)	\$ 118,788.00					\$	-	0%	\$9,899.00	8%		
Mental Health Services (MHS)	\$ 341,494.00	\$42,530.82		\$5,184.63		\$	47,715.45	14%	\$28,457.83	8%		
Medical Nutrition Therapy (MNT)	\$ 319,374.00	\$23,142.98	\$5,340.00			\$	28,482.98	9%	\$26,614.50	8%		
Medical Case Management (MCM)	\$ 3,213,293.00	\$159,831.29	\$117,230.05	\$6,821.03		\$	283,882.37	9%	\$267,774.42	8%		
Substance Abuse Services - Outpatient	\$ 325,770.00	\$22,434.62		\$5,127.17		\$	27,561.79	8%	\$27,147.50	8%		
Non-Medical Case Management Services												
(NMCM)	\$ 2,434,158.00	\$154,723.56	\$33,796.33	\$18,686.72		\$	207,206.61	9%	\$202,846.50	8%		
Emergency Financial Assistance (EFA)	\$ 1,982,069.00	\$182,894.67				\$	182,894.67	9%	\$165,172.42	8%		
Food Bank/Home Delivered Meals	\$ 1,628,320.00	\$127,238.73				\$	127,238.73	8%	\$135,693.33	8%		
Other Professional Services (OPS)	\$ 136,364.00	\$14,798.39				\$	14,798.39	11%	\$11,363.67	8%		
Medical Transportation (MT)	\$ 273,587.00	\$8,182.56	\$2,443.29	\$739.53		\$	11,365.38	4%	\$22,798.92	8%		
Outreach Services (OS)	\$ 210,281.00	\$3,787.86	\$11,328.90	-		\$	15,116.76	7%	\$17,523.42	8%	-	
Psychosocial Support Services (PSS)	\$ 1,564,476.00	\$75,013.88	\$5,146.30	\$17,544.18		\$	97,704.36	6%	\$130,373.00	8%		
TOTAL	\$ 19,410,038.00	\$1,126,375.56	\$240,203.09	\$83,749.37	\$0.00	\$	1,450,328.02	7%	\$1,617,503.17	8%		

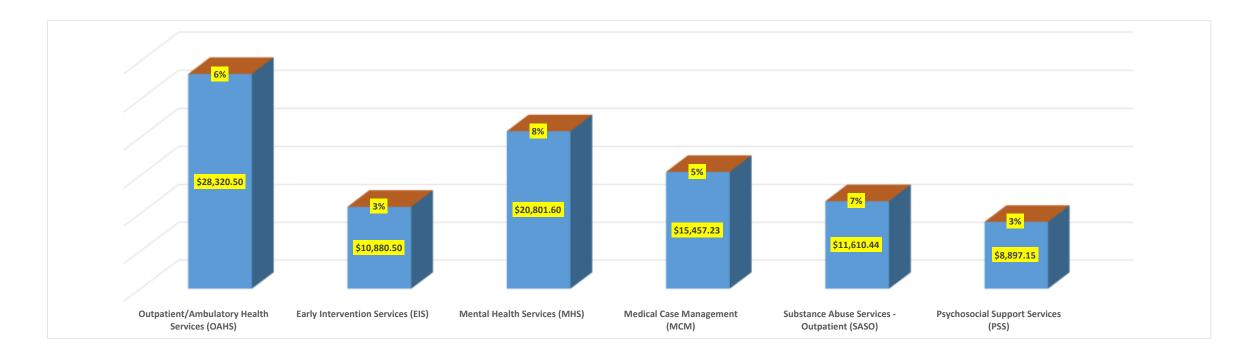
Underspent over 30%
Overspent over 30%



PART A MAI Washington, DC EMA Part A Grant Year 33 Report through March 2023

SERVICE CATEGORY	AWARDS		EXPENDITURES TO DATE									
	Current Budget		Report	ed \$								
		DC	MD	VA	Total	Reported %	Expected \$	Expected %	Comments			
Outpatient/Ambulatory Health Services												
(OAHS)	\$510,586.00	\$24,158.69	\$4,161.81		\$28,320.50	6%	\$42,548.83	8%				
Early Intervention Services (EIS)	\$409,217.00	\$6,145.64	\$4,734.86		\$10,880.50	3%	\$34,101.42	8%				
Mental Health Services (MHS)	\$261,443.00	\$19,084.78	\$1,716.82		\$20,801.60	8%	\$21,786.92	8%				
Medical Case Management (MCM)	\$321,964.00	\$10,429.24	\$5,027.99		\$15,457.23	5%	\$26,830.33	8%				
Substance Abuse Services - Outpatient												
(SASO)	\$162,573.00	\$9,510.01	\$2,100.43		\$11,610.44	7%	\$13,547.75	8%				
Psychosocial Support Services (PSS)	\$311,048.00	\$7,205.46	\$1,691.69		\$8,897.15	3%	\$25,920.67	8%				
TOTAL	\$1,976,831.00	\$76,533.82	\$19,433.60	\$0.00	\$95,967.42	5%	\$164,735.92	8%				

Underspent over 30% Overspent over 30%



Greater Washington Eligible Metropolitan Area Jurisdiction: District of Columbia Services Report-DC

Period Covered: Mar 01, 2022 - February 28, 2023

HRSA Service Areas for Grant Year 32	Quarter 1		Quarter 2		Quarter 3		Quarter 4		Cumulative Total	
Core Medical Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients	Units
Early Intervention Services	1,906	5,109	2,502	6,680	2,662	8,243	1,357	3,796	8,427	23,828
Oral Health Services	125	219	134	243	167	287	173	360	599	1,109
Outpatient/Ambulatory Health Services	566	2,191	546	2,242	2,788	15,264	625	2,518	4,525	22,215
Medical Nutrition Therapy (including supplements)	140	515	152	375	199	811	143	338	634	2,039
Mental Health Service	104	528	142	554	306	2,389	133	709	685	4,180
Substance Abuse Outptient Care	26	92	34	121	52	134	65	154	177	501
Medical Case Management (including Treatment Adherance)	478	3,757	406	2,522	1,815	12,961	392	2,352	3,091	21,592
	Quart	er 1	Quart	er 2	Quarte	er 3	Quarte	er 4	Cumulativ	e Total
Support Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients	Units
Emergency Financial Assistance	593	1,309	683	1,571	1,050	2,251	516	1,104	2,842	6,235
Non-Medical Case Management	894	3,638	727	3,858	1,361	7,001	826	4,618	3,808	19,115
Food Bank/Home Delivered Meals	423	56,261	445	57,173	580	143,159	403	61,664	1,851	318,257
Medical Transportation	238	775	307	952	657	2,275	324	1,599	1,526	5,601
Linguistics	0	0	0	0	11	15	0	0	11	15
Psychosocial Support Services	162	467	230	1,157	397	1,706	274	1,653	1,063	4,983
Home & Community-based Heath Services	7	13	0	0	13	26	3	3	23	42
Outreach Services	1	1	0	0	35	52	19	21	55	74
Other Professional Services	6	6	10	10	17	18	9	9	42	43

Notes:

Date of Report: 05/03/2023 Prepared by: T. Holmes

Report submitted to: Comprehensive Planning Committee (CPC)

Source of Report: CAREWARE/P.O. Dashboard

Comments:

Greater Washington Eligible Metropolitan Area Jurisdiction: Northern Virginia Services Report-VA

Period Covered: Mar 01, 2022 - February 28, 2023

HRSA Service Areas for GY 32	Qu	arter 1		Qua	rter 2	Qu	arter 3	Qua	rter 4	Cumula	tive Total
Core Medical Services	Clients	Units		Clients	Units	Clients	Units	Clients	Units	Clients	Units
Outpatient Ambulatory Health Services		5	10	48	11:	5 6	2 296	6 43	205	158	626
Early Intervention Services	193	}	993	488	1,662	264	1,333	95	306	1,040	4,294
Medical Case Management	3	}	14	91	265	6	359	91	479	252	1,117
Substance Abuse Outpatient Care		0	0	1	5		0 () 0	0	1	5
Oral Health Care		0	0	56	98	8	5 174	29	95	170	367
Mental Health Services	4	-	25	9	34	i	0 () 17	103	30	162

	Quarter 1		Quarter 2		Quarter 3		Quarter 4		Cumulative Total	
Support Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients	Units
Psychosocial Support Services	13	21	27	53	14	72	14	177	68	323
Non-Medical Case Management	7	44	48	115	54	98	42	149	151	406
Medical Transportation	2	4	5	16	37	152	72	515	116	687

Notes:

Date of Report: 05/03/2023 Prepared by: T. Holmes

Report submitted to: Comprehensive Planning Committee (CPC)

Source of Report: CAREWARE/P.O. Dashboard

Comments:

Greater Washington Eligible Metropolitan Area

Jurisdiction: Suburban Maryland Services Report-MD

Period Covered: Mar 01, 2022 - February 28, 2023

HRSA Service Areas for GY 32	Quart	er 1	Quart	er 2	Quart	er 3	Quart	er 4	Cumulative	e Total
Core Medical Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients	Units
Oral Health Services	118	275	138	282	128	238	41	106	425	901
Outpatient Ambulatory Health Services	111	480	125	487	102	625	104	515	442	2,107
Medical Case Management (including Treatment Adherence	212	1,807	196	1,829	227	2,506	207	1,828	842	7,970
Medical Nutrition Therapy (including supplements)	17	18	3	4	0	0	15	15	35	37
Mental Health Services	0	0	5	13	0	0	0	0	5	13
Substance Abuse Outpatient Care	0	0	4	7	0	0	0	0	4	7
Home and Community-based Health Services	0	0	6	12	0	0	0	0	6	12
Health Insurance Premium	9	10	6	8	10	14	26	26	51	58
Early Intervention Services	42	47	80	132	10	19	11	14	143	212

	Quart	er 1	Quart	er 2	Quart	ter3	Qaurt	er 4	Cumulative	e Total
Support Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients	Units
Psychosocial Support Services	11	38	15	49	21	35	11	32	58	154
Medical Transportation	42	173	196	1,829	86	405	66	381	390	2,788
Non-Medical Case Management	188	828	214	997	206	1,131	171	859	779	3,815
Outreach Services	57	108	69	109	38	78	41	109	205	404

Notes:

Date of Report: 05/03/2023 Prepared by: T. Holmes

Report submitted to: Comprehensive Planning Committee (CPC)

Source of Report: CAREWARE/P.O. Dashboard

Comments:

Greater Washington Eligible Metropolitan Area Jurisdiction: West Virginia Services Report-WVA

Period Covered: Mar 01, 2022 - February 28, 2023

HRSA Service Areas for GY 32

	Quarter 1		Quari	Quarter 2		Quarter 3		Quarter 4		ve Total
Core Medical Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients	Units
Medical Nutrition Therapy (including supplements)	13	26	13	26	12	21	10	24	48	97
Health Insurance Premium	18	50	18	50	18	74	18	18	72	192
Medical Case Management (including Treatment Adherance)	140	302	140	302	130	290	101	196	511	1,090

	Quarter 1		Quarter 2		Quarter 3		Quarter4		Cumulative Total	
Support Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients	Units
Emergency Financial Assistance	114	137	114	137	97	107	30	37	355	418
Medical Transportation	16	143	16	143	17	137	5	8	54	431
Outreach Services	4	4	4	4	9	9	3	3	20	20

Notes:

Date of Report: 05/03/2023 Prepared by: T. Holmes

Report submitted to: Comprehensive Planning Committee (CPC)

Source of Report: CAREWARE/P.O. Dashboard

Comments:

Greater Washington Eligible Metropolitan Area

Jurisdiction: WDC EMA-MAI

Period Covered: Mar 01, 2022 - February 28, 2023

HRSA Service Areas for GY 32

	Quarter 1		Quart	Quarter 2		Quarter 3		Quarter 4		
Core Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients	
Outpatient Ambulatory Health Services	57	435	47	435	63	529	65	571	232	
Mental Health	67	402	67	402	54	278	62	282	250	
Medical Case Management (including Treatment Adnerance)	85	458	85	458	63	648	68	651	301	
Substance Abuse Services Outpatient	17	50	17	50	15	30	13	31	62	
Early Intervention Services	196	460	196	460	321	951	262	802	975	

	Quart	er 1	Quarter 2		Quarter 3		Quar	Cumulat	
Support Services	Clients	Units	Clients	Units	Clients	Units	Clients	Units	Clients
Psychosocial Support Services	48	107	48	107	41	108	39	139	176

Notes:

Date of Report: 05/03/2023 Prepared by: T. Holmes

Report submitted to: Comprehensive Planning Committee (CPC)

Source of Report: CAREWARE/P.O. Dashboard

Comments:

ive Total

Units

1,970

1,364

2,215

161

2,673

ive Total

Units

461