

**COMPREHENSIVE PLANNING COMMITTEE (CPC)
 MEETING MINUTES**
WEDNESDAY, MAY 27, 2020 – 11:00AM
ZOOM CONFERENCE AND VIDEO CALL

ATTENDEES/ROLL CALL					
COMMISSIONERS	PRESENT	ABSENT	GUESTS	PRESENT	ABSENT
Holley, Nathaniel		X			
Copley, Mackenzie, <i>Vice Chair</i>	X				
DeMartino, Peter		X			
Morse, Kaleef	X				
Padmore, Gerald, <i>Chair</i>	X				
Shaw-Richardson, Re'ginald	X				
Zoerkler, Jennifer		X			
RECIPIENT STAFF	PRESENT	ABSENT			
Barnes, Clover	X				
Edmonds, Jason	X				
Fortune, Ebony	X				
HAHSTA STAFF	PRESENT	ABSENT	COMMISSION STAFF	PRESENT	ABSENT
Mohram, Rony		X	Bailey, Patrice	X	
Ward, Carroll		X	Clark, Lamont		X

HIGHLIGHTS

This is a draft version of the May 27, 2020 Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved on June 24, 2020. The final version will be approved at the June 24, 2020 and made available thereafter.

AGENDA	
Item	Discussion
Call to Order	Gerald P. called the meeting to order at 11:21am, followed by a moment of silence and introductions.
Review and Approval of the Agenda	Kaleef M. motioned to approve the Comprehensive Planning Committee Agenda for May 27, 2020. Reginald S. seconded. The motion was unanimously approved.



<p>Review and Approval of the Minutes</p>	<p>Kaleef M. motioned to approve the Comprehensive Planning Committee Minutes from April 22, 2020. Reginald seconded the motion. The motion was unanimously approved.</p>
<p>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight</p>	<p><u>Clover Barnes reporting for the Recipient</u></p> <p>The Recipient reported on GY’30, the first month of new grant year, (March 1-31, 2020). The new grant was in the amount of \$31,303,676 dollars which is about \$10,000 more than last year. Part A and Part A MAI received 38 of 41 invoices in the month of March 2020.</p> <p><u>SERVICE DELIVERY CHALLENGES</u></p> <ul style="list-style-type: none"> • There have been some challenges with the Unit Based Cost (UBC) Purchase Orders. About 80% of the invoices are in the system and ready to proceed. About 16% are waiting to be approved due to issues with the Office of Contracts and Procurement. None of the invoices have completed the process. • There were no challenges to service delivery in Maryland or Virginia. • For regular Part A, expenditures are at 6% and should be at 8%. There have been no expenditures for Linguistics. • Part A MAI expenditures are at 5% and should be at 8%. • There were no service areas affected by unprocessed invoices and there were no services spending at 30% above or below expected. • UBC expenditures are at 0% and should be at 8%. • Service areas affected by unprocessed invoices are Outpatient/Ambulatory Health Services, Oral Health Care, Mental Health Services, Substance Abuse Services – Outpatient, Non-Medical Case Management Services, Food Bank/Home Delivered Meals, and Housing Case Management and Referral. <p><u>RECIPIENT REPORT</u></p> <p>Please contact Jonjelyn Gamble at jonjelyn.gamble@dc.gov to receive the Narcan kits. Providers/staff are reminded that they must attend and show proof of attendance at a Narcan training (at DC Health webinar or in the community) to receive the kits. A list of free scheduled trainings provided by DC Health can be found at: https://dchealth.dc.gov/page/sme-seu-webinars-andtrainings.</p> <p><u>GY’29 CLOSEOUT</u></p> <p>The Recipient has requested an extension from HRSA on closeout reporting for Part A. The current due date is May 29, 2020. An extension to August 29, 2020 was requested. The Recipient spoke with the HRSA Project Officer who reported that there are several jurisdictions that are having the same issues with closeout and being able to compile the required information while working remotely. A blanket</p>

	extension for everyone may be granted. A final expenditure report will be presented to CPC when closeout is complete.
Other Business	<p><u>Emergency Funding</u></p> <ul style="list-style-type: none"> On April 15, 2020, the Recipient received new funding from HRSA for Ryan White recipients to prevent, prepare and respond to COVID-19 under the Federal CARES Act. However, the City Council must give budget authority before the funds can be distributed. The awards are as follows: Part A \$966,494 (\$869,845 service dollars) and Part B \$256,535 (\$230,882 service dollars). HRSA made a last-minute change to remove the requirement of Planning Body allocation. There will be a Provider Meeting next week to talk about how the funds will be split equally among the 41 providers in our network, each receiving \$21,215 to be used for OAHS, Food Bank and Home Delivered Meals, Psychosocial Support, Medical Transportation, HE/RR, HIPCSA, EFA and general RWHAP COVID-19 activities (i.e. computers, cell phones hotspots, PPE and test kits). <p><u>PSRA</u></p> <p>The Recipient received the data request from the CPC and submitted it to the state health departments and the DC surveillance and program teams. It is being worked on.</p> <p>Gerald reported on his discussion with Mr. Fernandez from Baltimore who described his process for virtual PSRA. Everyone recorded their presentations. Everyone on the committees would review, then come together virtually and vote on the information. Kaleef suggested that an emergency plan be created to continue allocations for the current grant year and submit that as the allocations for the next year’s grant application. As needs continue to change, Ka’leef also suggests having a review in December or January to see if any changes should be made to the submitted GY’31 allocations. McKenzie will draft a one pager in the form of a motion. Once the official motion is drafted and bought before the CPC, it can then go before the Executive Operations Committee.</p>
Follow-up Items	None
ANNOUNCEMENTS/OTHER DISCUSSION	
None	
HANDOUTS	
<ul style="list-style-type: none"> Comprehensive Planning Committee (CPC) Meeting Agenda, May 27, 2020 Comprehensive Planning Committee (CPC) Meeting Minutes, April 22, 2020 Monthly Fiscal and Recipient Report (Part A and Part A MAI Funding) Year 29 – Reporting Period: March 2020 Fiscal Roll-up Report – March 2020 	

MEETING ADJOURNED	11:51 AM	NEXT MEETING	WEDNESDAY, JUNE 24, 2020 11:00am to 1:00pm ZOOM CONFERENCE AND VIDEO CALL
I, as Planning Commission Government Co-Chair, hereby certify the accuracy of the above minutes:		Signature of: _____ Date: _____	
Date the Minutes were approved by the Comprehensive Planning Committee (CPC):		<i>Ka'leef Stanton Morse, MHS, MBA</i> Government Co-Chair	