

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING AGENDA

WEDNESDAY, September 25, 2024 11:00AM TO 1:00PM

ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING

ELECTRONIC – ONLINE MEETING

Note: all times are approximate

11:05 am	1. Call to Order and Moment of Silence 2. Welcome and Introductions
11:10 am	3. Adopt Agenda for September 25, 2024 4. Approve Minutes for August 28, 2024
11:15 am	5. Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight
11:45 am	6. Other Business - EFA Service Standard update
12:50 pm	7. Announcements and Adjournment
<div> <div> <u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u> </div> <div> WEDNESDAY OCTOBER 23, 2024 11AM TO 1PM ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING (ONLINE) </div> </div>	

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING MINUTES

WEDNESDAY, AUGUST 28, 2024 – 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 (Gov. Co-Chair)	X				
DeMartino, Peter		X			
Lewis, Jason	X				
Palmer, Kentrell (Kenny)		X	COMMUNITY PARTNERS/GUESTS	PRESENT	ABSENT
Ramos, Claudia	X		Lewis, Rodney	X	
Stuckey, Christopher		X			
Shaw-Richarson, Re'ginald	X				
RYAN WHITE RECIPIENT STAFF	PRESENT	ABSENT	CONSULTANTS	PRESENT	ABSENT
Edmonds, Jason	X				
Price, Ashley	X				
Smith, Avemaria	X				
HAHSTA STAFF	PRESENT	ABSENT	COMMISSION SUPPORT STAFF	PRESENT	ABSENT
			Bailey, Patrice	X	
			Johnson, Alan	X	

HIGHLIGHTS

NOTE: This is a draft version of the August 28, 2024, Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the September 25, 2024, meeting and made available thereafter.

AGENDA

ITEM	DISCUSSION
Call to Order	Lamont C. called the meeting to order at 11:05 am, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Hearing no changes to the August 28, 2024, Meeting Agenda, Lamont assumed the motion to adopt the agenda as presented.

Review and Approval of the Minutes	<p>Hearing no corrections to the July 24, 2024, Meeting Minutes, Lamont assumed the motion to approve the meeting minutes as presented.</p>
<p>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight</p>	<p><u>Avemaria S. presented the Recipient Report</u> The Part A and Part A MAI GY34 report is being presented for the month of June. The full award was in the amount of \$32,559,498. That amount does not include the carry over funds that were not received and loaded until after June. The carry over amount will be included in the subsequent report.</p> <p><u>FISCAL STATUS</u> Twenty-six (26) of twenty-seven (27) providers have submitted payment requests that were processed for Part A and Part A MAI in June 2024.</p> <p>There was no service delivery challenges noted in DC, Maryland or Virginia.</p> <p><u>PART A FISCAL SUMMARY</u> Part A expenditures were at 27% and should have been at 33%.</p> <p>The Service area affected by an unprocessed invoice is Housing Services, (HS).</p> <p>Services spending 30% below expected were Health Insurance Premium & Cost Sharing Assistance (HIPCSA) and Housing Services (HS).</p> <p>The service spending 30% above expected is Other Professional Services (OPS).</p> <p><u>PART A MAI FISCAL SUMMARY</u> Part A MAI expenditures were at 28% and should have been at 33%.</p> <p>There were no service areas affected by unprocessed invoices.</p> <p>There were no services spending at 30% below or above expected.</p> <p><u>RECIPIENT REPORT</u> The Recipient's request to carryover funds from FY23 for use in FY24 was approved.</p> <p>The Recipient is progressing with the Part A Notice of Funding Opportunity (NOFO) application process as planned. The application is due October 1st.</p> <p>Recipient staff was selected to present at the 2024 National Ryan White Conference. There were three poster and presentations accepted, (a 60-minute presentation on "Evaluating and Enhancing Provider Capacity", "The Benefits of Standardizing Monitoring Practices" and a presentation with HRSA on the Status Neutral Whole Person Approach with braided funding). The Friday session was well attended. Good feedback was given, a lot of requests to see the Integrated Assessment Tool (IAT), the website and the training. Emails to that regard have been received since then.</p>

	The Recipient will hold a virtual meeting in August with local health departments in the southern Maryland region of the DC EMA to discuss gaps and needs, and ways the Part A Recipients can offer support.		
Other Business	<u>EFA Service Standard Update</u> No additional information was reported on the EFA Standard. <u>PSRA Update</u> Lamont indicated that PSRA meetings have been held for the Maryland, DC, and Virginia jurisdictions. The meetings were spent prioritizing services and resources. Voting on the results of the discussion will take place tomorrow, Thursday, August 29 th at the PSRA Roll-up Meeting. Lamont shared the results of each of the jurisdictional meetings in preparation for further discussion.		
ANNOUNCEMENTS/OTHER DISCUSSION			
Rodney L. announced that Howard University clinically trained pharmacists are looking for opportunities to volunteer and partner with organizations that are providing immunizations. Rodney has an internal contact person who is coordinating the effort. Lamont suggested that Rodney have her come to the COHAH General Body meeting to speak about the effort and the training she has done with her students.			
HANDOUTS			
<ul style="list-style-type: none">• August 28, 2024, Comprehensive Planning Committee (CPC) Meeting Agenda• July 24, 2024, Comprehensive Planning Committee (CPC) Meeting Minutes• Recipient Reports for June 2024			
MEETING ADJOURNED	11:25 am	NEXT MEETING	WEDNESDAY, SEPTEMBER 25, 2024 11:00 am to 1:00 pm ZOOM CONFERENCE AND VIDEO CALL

Date: September 25, 2024

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 34 - Reporting Period: July 1 – 31, 2024**

Part A and Part A MAI. The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 34 includes two components: Part A and Part A Minority AIDS Initiative (MAI). These reports are designed to report distinctly on the associated program activities. **We received \$767,254 in carryover funds in July 2024. So, for GY 34, the recipient received a full award with carryover in the amount of \$33,326,752.**

Notes on Overview. The fiscal spreadsheets list the service categories by Part and jurisdiction and identify 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:

July 2024 - twenty-seven **(27)** of the twenty-eight **(28)** providers submitted payment requests that were processed, and one **(1)** provider has not yet submitted **July 2024** invoices.

SERVICE DELIVERY CHALLENGES

DC: No challenges.

MD: No challenges.

VA: No challenges.

PART A FISCAL SUMMARY

Part A expenditures are 32% and should be 42%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Housing Services (HS)

Services 30% below expected:

Oral Health Care (OH)

Health Insurance Premium & Cost Sharing Assistance (HIPCSA)
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Housing Services (HS)

Services 30% above expected:

N/A

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 36% and should be 42%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

N/A

Services 30% below expected:

N/A

Services 30% above expected:

N/A

RECIPIENT REPORT

1. **FY25 Part A Notice of Funding Opportunity.** The Recipient is advancing as scheduled with the Part A application, which is set to be submitted to HRSA by October 1, 2024.
2. **Meeting with MD Local Health Departments.** The Recipient conducted a virtual meeting with local health departments from the southern Maryland region of the DC EMA to address gaps and needs and explore how the Part A Recipient can provide support. Representatives from four health departments attended. Following the meeting, two of these health departments (one serving two counties) expressed interest in the sole source opportunity this fall and plan to apply for the GY35 competitive grant. Additionally, one health department indicated interest in applying solely for the GY35 competitive grant.
3. **Efforts to Avoid Grant Lapse.** The District's fiscal year runs from October 1 to September 30. To prepare for the new fiscal year and minimize the grant lapse rate, recipient monitoring staff de-obligated underspent grant funds based on subrecipients' year-to-date spending rates, their feedback on provider report cards, and projected expenditures for August and September. Funding will be redirected to other service areas.

Washington, DC EMA Ryan White PART A/MAI Grant Year 34 Report thorough July 2024

PART A Notice of Grant Awardwith Carryover: \$33,326,752

Jurisdiction	Current Award-Finalized	Expenditures	Remaining Balance	Percent Spent	Comments
District of Columbia - PART A	\$19,938,795	\$6,539,118	\$13,399,678	33%	
District of Coulmbia - MAI	\$1,620,119	\$635,852	\$984,267	39%	
District of Columbia Subtotal	\$21,558,914	\$7,174,970	\$14,383,945	33%	
Northern Virginia - PART A	\$1,996,903	\$592,984	\$1,403,919	30%	
Northern Virginia - MAI	\$251,451	\$69,985	\$181,466	28%	
Northern Viriginia Subtotal	\$2,248,354	\$662,969	\$1,585,385	29%	
Suburban Maryland - PART A	\$3,621,549	\$1,081,832	\$2,539,717	30%	
Suburban Maryland - MAI	\$325,000	\$78,841	\$246,159	24%	
Suburban Maryland Subtotal	\$3,946,549	\$1,160,674	\$2,785,875	29%	
West Virginia - PART A	\$452,699	\$163,151	\$289,548	36%	
West Virginia Subtotal	\$452,699	\$163,151	\$289,548	36%	
TOTAL PART A	\$26,009,946	\$8,377,084	\$17,632,862	32%	
TOTAL - MAI	\$2,196,570	\$784,679	\$1,411,891	36%	
TOTAL GRANT	\$28,206,516	\$9,161,762.70	\$19,044,753.36	32%	

Washington, DC EMA Ryan White PART A/MAI Grant Year 34 Report thorough July 2024
PART A

SERVICE CATEGORY	CURRENT AWARDS	EXPENDITURES TO DATE								COMMENTS
		DC	MD	VA	WVA	Total	Reported %	Expected \$	Expected %	
Outpatient/Ambulatory Health Services (OAHS)	\$3,568,242.97	\$758,717.53	\$245,200.22	\$61,316.53		\$1,065,234.28	30%	\$1,486,767.90	42%	
Oral Health Care	\$1,643,556.00	\$294,712.60	\$137,899.27	\$19,734.11		\$452,345.98	28%	\$684,815.00	42%	Decrease in service utilization; will continue to monitor.
Early Intervention Services (EIS)	\$4,549,208.00	\$981,394.07	\$76,998.45	\$286,679.56		\$1,345,072.08	30%	\$1,895,503.33	42%	
Health Insurance Premium & Cost Sharing Assistance (HIPCSA)	\$114,428.00	\$1,705.54	\$7,893.13		\$9,702.86	\$19,301.53	17%	\$47,678.33	42%	Decrease in service utilization; reprogramming expected.
Home and Community-Based Health Services (HCBS)	\$130,667.00	\$47,088.27				\$47,088.27	36%	\$54,444.58	42%	
Mental Health Services (MHS)	\$537,632.00	\$199,613.37		\$17,805.54		\$217,418.91	40%	\$224,013.33	42%	
Medical Nutrition Therapy (MNT)	\$334,895.65	\$75,014.92	\$20,736.00		\$447.72	\$96,198.64	29%	\$139,539.85	42%	
Medical Case Management (MCM)	\$4,024,173.94	\$797,118.38	\$295,810.45	\$94,280.88	\$44,757.18	\$1,231,966.89	31%	\$1,676,739.14	42%	
Substance Abuse Services - Outpatient (SASO)	\$313,668.00	\$122,700.15		\$3,549.37		\$126,249.52	40%	\$130,695.00	42%	
Non-Medical Case Management Services (NMCM)	\$2,960,374.08	\$745,998.22	\$197,488.79	\$50,430.66		\$993,917.67	34%	\$1,233,489.20	42%	
Emergency Financial Assistance (EFA)	\$3,077,761.00	\$1,036,986.86			\$86,309.41	\$1,123,296.27	36%	\$1,282,400.42	42%	
Food Bank/Home Delivered Meals	\$1,905,876.00	\$773,315.30				\$773,315.30	41%	\$794,115.00	42%	
Other Professional Services (OPS)	\$250,000.00	\$98,218.46				\$98,218.46	39%	\$104,166.67	42%	
Medical Transportation (MT)	\$281,100.00	\$59,049.18	\$25,949.27	\$3,134.58	\$18,000.00	\$106,133.03	38%	\$117,125.00	42%	
Housing Services (HS)	\$240,266.00	\$33,151.34				\$33,151.34	14%	\$100,110.83	42%	Unprocessed invoices; service category is under-awarded.
Outreach Services (OS)	\$276,586.00	\$41,249.58	\$45,493.00	\$641.53	\$3,933.78	\$91,317.89	33%	\$115,244.17	42%	
Psychosocial Support Services (PSS)	\$1,807,262.00	\$473,083.75	\$28,363.61	\$55,410.75		\$556,858.11	31%	\$753,025.83	42%	
TOTAL	\$26,015,696.64	\$6,539,117.52	\$1,081,832.19	\$592,983.51	\$163,150.95	\$8,377,084.17	32%	\$10,839,873.60	42%	

Underspent over 30%

Overspent over 30%

Washington, DC EMA Ryan White PART A/MAI Grant Year 34 Report thorough July 2024

PART A MAI

PART A MAI

SERVICE CATEGORY	CURRENT AWARDS	EXPENDITURES TO DATE							COMMENTS
		DC	MD	VA	Total	Reported %	Expected \$	Expected %	
Outpatient/Ambulatory Health Services (OAHS)	\$554,887.00	\$204,067.59	\$10,505.13	\$12,971.38	\$227,544.10	41%	\$231,202.92	42%	
Early Intervention Services (EIS)	\$440,938.00	\$97,091.14	\$24,634.58	\$23,163.17	\$144,888.89	33%	\$183,724.17	42%	
Mental Health Services (MHS)	\$287,982.00	\$81,237.18	\$4,675.77		\$85,912.95	30%	\$119,992.50	42%	
Medical Case Management (MCM)	\$338,710.00	\$110,007.30	\$28,441.38	\$4,596.15	\$143,044.83	42%	\$141,129.17	42%	
Medical Transportation (MT)	\$10,000.00	\$2,280.00	\$865.42		\$3,145.42	31%	\$4,166.67	42%	
Non-Medical Case Management (NMCM)	\$170,000.00	\$54,848.60			\$54,848.60	32%	\$70,833.33	42%	
Substance Abuse Services - Outpatient (SASO)	\$66,899.00	\$19,658.50	\$2,355.88		\$22,014.38	33%	\$27,874.58	42%	
Psychosocial Support Services (PSS)	\$327,154.00	\$66,661.68	\$7,363.32	\$29,254.36	\$103,279.36	32%	\$136,314.17	42%	
TOTAL	\$2,196,570.00	\$635,851.99	\$78,841.48	\$69,985.06	\$784,678.53	36%	\$915,237.50	42%	

Underspent over 30%

Overspent over 30%