



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.

EXECUTIVE OPERATIONS COMMITTEE (EOC) MEETING AGENDA

THURSDAY, June 29, 2023 – 5:00PM

**ELECTRONIC MEETING VIA ZOOM
ELECTRONIC – ONLINE MEETING**

Note: all times are approximate

5:00 pm	<ol style="list-style-type: none"> 1. Call To Order and Moment of Silence 2. Welcome and Introductions/Roll Call
5:10 pm	<ol style="list-style-type: none"> 3. Review and Adoption of the Meeting Agenda for June 29, 2023 4. Review and Approval of the Meeting Minutes from May 25, 2023
5:15 pm	<ol style="list-style-type: none"> 5. Ryan White HIV/AIDS Program (RWHAP) Recipient - Updates/Concerns
5:20 pm	<ol style="list-style-type: none"> 6. Commission Administrative Business <ul style="list-style-type: none"> • Review and adoption of COHAH Agenda for June 29, 2023
5:25 pm	<ol style="list-style-type: none"> 7. Standing Committee Updates <ul style="list-style-type: none"> • Research & Evaluation Committee (REC) {Next mtg.: Tue. Jul 18th @ 3pm} • Community Engagement & Education Committee (CEEC) {Next mtg.: Thur. July 20th @ 5pm} • Comprehensive Planning Committee (CPC) {Next mtg.: Wed. July 26th @ 11am} • Integrated Strategies Committee (ISC) {Next mtg.: Wed. July 26th @ 1pm}
5:30 pm	<ol style="list-style-type: none"> 8. Old Business 9. New Business
5:35 pm	<ol style="list-style-type: none"> 10. Announcements and Adjournment
<p><u>NEXT EXECUTIVE OPERATIONS COMMITTEE (EOC) MEETING:</u></p>	
<p>THURSDAY JULY 26, 2023 5PM-6PM ELECTRONIC MEETING (ONLINE)</p>	

This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government

at opengovoffice@dc.gov.

EXECUTIVE OPERATIONS COMMITTEE (EOC) MEETING MINUTES

THURSDAY, MAY 25, 2023, @ 5:00PM

ZOOM CONFERENCE AND VIDEO CALL

ELECTRONIC – ONLINE MEETING

ATTENDEES/ROLL CALL

COMMISSIONERS	PRESENT	ABSENT			
Cauthen, Melvin	X				
Clark, Lamont (<i>Gov. Co-Chair</i>)	X				
Hutton, Kenya	X				
Massie, Jenné	X				
Mekonnen, Betelhem	X				
Padmore, Gerald	X				
Wallis, Jane	x				
RYAN WHITE RECIPIENT STAFF	PRESENT	ABSENT			
Smith, Avemaria (<i>Recipient</i>)	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 May 25, 2023, Executive Operations Committee (EOC) Meeting Minutes which is subject to change. The final version will be approved on June 29, 2023.

AGENDA

ITEM	DISCUSSION
Call to Order Welcome and Introductions Roll/Call	Lamont C. called the meeting to order at 5:06 pm, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Lamont assumed the motion to adopt the May 25, 2023, Meeting Agenda as presented.
Review and Approval of the Meeting Minutes	Lamont assumed the motion to approve the EOC April 27, 2023, Meeting Minutes as presented.
Ryan White HIV/AIDS Program (RWHAP) Recipient Updates/Concerns	<u>Avemaria S. reported on the Recipient Report</u> The Recipient office is closing the books on Grant Year 32. Deliverables are due to HRSA tomorrow. The new DIFS accounting system continues to present challenges, but the Recipient is working through it to meet deadlines.

	<p>The Recipient will submit a Reprogramming Request. The full award for Grant Year 33 has been received and budgets have to be revised and submitted. (Ex. There is no housing service category available since the discontinuance of Fee For Service. Those funds will be reprogrammed.)</p> <p>There are several employment vacancies in the Care and Treatment Division. The link to the listing was put in the chat.</p>
<p>Commission Administrative Business</p>	<p>Review and adoption of the COHAH Agenda for May 25, 2023. Lamont asked for a motion to adopt the COHAH General Body Meeting Agenda for May 25, 2023. Melvin C. motioned to approve the agenda. Gerald P. seconded. The agenda was approved unanimously.</p>
<p>Standing Committee Updates/Concerns</p>	<p><u>Research and Evaluation Committee (REC) reported by Lamont C.</u> The REC continues to discuss the Needs Assessment.</p> <p>Challenges with the Salesforce platform also continue.</p> <p><u>Community Education and Engagement Committee (CEEC) reported by Jenné M.</u> There were no updates on the PrEP Protocol Summit, however, it will not occur in May as previously discussed.</p> <p>Most of the CEEC meeting was focused on the D-Seeing Project. Fortunately, the DC CFAR granted an extension to complete the project by the fall, giving more time to finish the groups and prepare for the exhibit.</p> <p><u>Comprehensive Planning Committee (CPC) reported by Gerald P.</u> The Recipient gave the financial report for April.</p> <p>The data request was submitted to the Recipient Office. The Recipient disseminated the request to the Care and Treatment team, the HAHSTA Surveillance Department, and the jurisdictional partners.</p> <p>Gerald announced his resignation from the COHAH. He has reached out to his network to encourage involvement in his absence.</p> <p><u>Integrated Strategies Committee (ISC) reported by Lamont.</u> The ISC finalized and presented the Health Equity Paper. The Paper was divided into three (3) parts; the full 30-page paper, the ten (10) page Executive Summary, and one (1) page Action Steps/Work Plan for next steps. The Paper will be housed on the COHAH website for review, comment, and dissemination.</p>



Old Business	<p>Lamont noted that Patrice B. sent an email regarding commission terms ending in June. Everyone needed to respond so the information could be sent to MOTA. Those who are continuing will do so under the auspices of Nunc Pro Tunc, meaning they will continue in their official capacity and their new date will start immediately after their old term ends with no break in their term.</p> <p>Lamont has asked each committee’s opinion about in-person meetings. Initially, the thought was to hold committee meeting in the 4th floor conference rooms at 899 North Capital St. However, the conference rooms are no longer feasible because they are currently overrun with boxes, in addition to the upcoming office move scheduled to take place in February 2024 to Shannon Place SE. The ISC indicated that they would like to meet in person once a quarter and push the time back a couple of hours so that they can end their workday from that meeting. The consensus was to have hybrid meetings. Lamont will continue to have discussions about having the General Body Meetings in-person. The previous location at 441 4th St. must be scheduled months in advance and is currently occupied by the Metropolitan Police since the pandemic. Reginald S. suggested the ANC space for Ward 5D residents at Union Market. Lamont will look further into that venue.</p>
New Business	None noted.
Announcements	Melvin announced the third annual Pride event on June 24, 2023.

HANDOUTS
<ul style="list-style-type: none"> • May 25, 2023, Executive Operations Committee Agenda • April 27, 2023, Executive Operations Committee Meeting Minutes • May 25, 2023, Planning Commission (COHAH) General Body Meeting Agenda

MEETING ADJOURNED	5:32 PM	NEXT MEETING	THURSDAY, JUNE 28, 2023 5:00pm to 6:00pm ZOOM CONFERENCE AND VIDEO CALL
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Date: June 21, 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: April 1 – 30, 2023**

Part A and Part A MAI. The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 33 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 **April 2023**, of the twenty-six (**26**) providers, twenty-one (**23**) submitted payment request that were processed, and five (**3**) providers have not yet submitted April 2023 invoices.

SERVICE DELIVERY CHALLENGES

DC: No challenges.

MD: No challenges.

VA: No challenges.

PART A FISCAL SUMMARY

Part A expenditures are 15% and should be 17%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Early Intervention Services (EIS)
Medical Nutrition Therapy (MNT)

Medical Case Management (MCM)
Non-Medical Case Management Services (NMCM)
Medical Transportation (MT)
Outreach Services (OS)
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)

Services 30% above expected:

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

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 10% and should be 17%. (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)
Outpatient/Ambulatory Health Services (OAHS)
Substance Abuse Services – Outpatient (SASO)

Services 30% above expected:

N/A

RECIPIENT REPORT

1. **Part A Conditions of Award:** Recipient staff are preparing all required programmatic and fiscal documentation for the GY32 Annual Progress Report, GY33 Program Submission Report, and GY33 Program Terms Report.
2. **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.
3. **Integrated Plan:** The Recipient received feedback on the Integrated Plan joint review by the CDC & HRSA and will incorporate feedback as needed.
4. **Reprogramming Request:** 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.

PLANNING COMMISSION (COHAH) GENERAL BODY MEETING AGENDA

THURSDAY, JUNE 29, 2023 – 6:00PM TO 8:00PM

ZOOM CONFERENCE AND VIDEO CALL

Note: all times are approximate

6:05 pm	1. Call To Order and Moment of Silence		
6:10 pm	2. Review and Adoption of the Meeting Agenda for June 29, 2023 3. Review and Approval of the Meeting Minutes for May 25, 2023		
6:15 pm	4. Ryan White HIV/AIDS Program (RWHAP) Recipient Report/ Updates		
6:25 pm	5. Understanding the Fee-for-Value Model – Ebony Fortune, Ryan White Program Manager, HAHSTA		
6:45 pm	6. Standing Committee Updates <ul style="list-style-type: none"> • <i>Research & Evaluation Committee (REC)</i> {Next mtg.: Tue. Jul 18th @ 3pm} • <i>Community Engagement & Education Committee (CEEC)</i> {Next mtg.: Thur. July 20th @ 5pm} • <i>Comprehensive Planning Committee (CPC)</i> {Next mtg.: Wed. July 26th @ 11am} • <i>Integrated Strategies Committee (ISC)</i> {Next mtg.: Wed. July 26th @ 1pm} 		
7:05 pm	7. Other Business <ul style="list-style-type: none"> • <i>Vote to approve Health Equity Position Paper</i> • <i>Virginia Updates</i> • <i>Maryland Updates</i> 		
7:30 pm	8. Announcements/Adjournment		
<table border="0" style="width: 100%; background-color: yellow;"> <tr> <td style="width: 50%; text-align: center;"><u>NEXT PLANNING COMMISSION (COHAH) MEETING:</u></td> <td style="width: 50%; text-align: center;">THURSDAY JULY 27, 2023 6PM-8PM ZOOM</td> </tr> </table>		<u>NEXT PLANNING COMMISSION (COHAH) MEETING:</u>	THURSDAY JULY 27, 2023 6PM-8PM ZOOM
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