



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, September 28, 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 September 28, 2023 4. Review and Approval of the Meeting Minutes from July 27, 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"> • <i>Review and adoption of COHAH Agenda for September 28, 2023</i>
5:25 pm	<ol style="list-style-type: none"> 7. Standing Committee Updates <ul style="list-style-type: none"> • <i>Research & Evaluation Committee (REC)</i> {Next mtg.: Tue. Oct 17th @ 3pm} • <i>Community Engagement & Education Committee (CEEC)</i>{Next mtg.: Thur. Oct 19th @ 5pm} • <i>Comprehensive Planning Committee (CPC)</i> {Next mtg.: Wed. Oct 25th @ 11am} • <i>Integrated Strategies Committee (ISC)</i> {Next mtg.: Wed. Oct 25th @ 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 OCTOBER 26, 2023 5PM-6PM VIRTUAL MEETING</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, JULY 27, 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				
Copley, Mackenzie		X			
Hutton, Kenya		X			
Massie, Jenné	X				
Mekonnen, Betelhem	X				
Wallis, Jane	x				
RYAN WHITE RECIPIENT STAFF	PRESENT	ABSENT			
Price, Ashley for (<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 July 27, 2023, Executive Operations Committee (EOC) Meeting Minutes which is subject to change. The final version will be approved on August 24, 2023.

AGENDA

ITEM	DISCUSSION
Call to Order Welcome and Introductions Roll/Call	Lamont C. called the meeting to order at 5:07 pm, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Lamont assumed the motion to adopt the July 27, 2023, Meeting Agenda as presented.
Review and Approval of the Meeting Minutes	Lamont assumed the motion to approve the EOC June 29, 2023, Meeting Minutes as presented.
Ryan White HIV/AIDS Program (RWHAP) Recipient Updates/Concerns	<u>Ashley P. reported on the Recipient Report</u> There are no updates to the current report that was presented at the CPC.

<p>Commission Administrative Business</p>	<p>Review and adoption of the COHAH Agenda for July 27, 2023. Lamont asked for a motion to adopt the COHAH General Body Meeting Agenda for July 27, 2023. Melvin C. made the motion. Jane W. 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> Although REC did not meet this month, Lamont reported that next month, the students will give a presentation on the Needs Assessment that closed on June 30th.</p> <p>REC is also working on the Assessment of the Efficiency of the Administrative Mechanism (AEAM) which currently sits in Microsoft Forms but will be transferred into the recently procured Qualtrics system. REC will seek the Care team’s assistance in getting the AEAM out to the appropriate Ryan White providers.</p> <p><u>Community Education and Engagement Committee (CEEC) reported by Jenné M.</u> The CEEC did not meet this month and there were no updates to report.</p> <p><u>Comprehensive Planning Committee (CPC) reported by Lamont.</u> The Recipient presented the fiscal report.</p> <p>The CPC also discussed the PSRA meeting scheduled for August 24, 2023.</p> <p><u>Integrated Strategies Committee (ISC) reported by Jane W.</u> The ISC is hoping to have enough attendance at the proceeding General Body meeting to vote on the Health Equity Paper and discussed possible next steps. The ISC will continue to brainstorm in August and develop a work plan after the PSRA meeting.</p> <p>ISC is waiting to receive EHE updates from DC, Prince Georges County and Montgomery County. It is the hope that all will report on a quarterly basis.</p>
<p>Old Business</p>	<p>Lamont reported that MOTA has not responded to the recommendations for COHAH membership, nor the swearing in of all commissioners whose terms ended June 1, 2023. Under Nunc pro tunc, the current commissioners will remain official and active. He further noted that a previous member expressed an interest in re-joining.</p>
<p>New Business</p>	<p>Lamont indicated that after PSRA, it is recommended that all committees review their plans for the new year and set committee goals in accordance to HRSA mandates.</p>
<p>Announcements</p>	<p>None noted.</p>

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HANDOUTS			
<ul style="list-style-type: none"> • July 27, 2023, Executive Operations Committee Agenda • June 29, 2023, Executive Operations Committee Meeting Minutes • July 27, 2023, Planning Commission (COHAH) General Body Meeting Agenda • May Recipient Report 			

MEETING ADJOURNED	5:21 PM	NEXT MEETING	THURSDAY, AUGUST 24, 2023 5:00pm to 6:00pm ZOOM CONFERENCE AND VIDEO CALL
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Date: September 20, 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: July 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 July **2023**, of the twenty-six (**26**) providers, twenty-three (**23**) submitted payment requests that were processed, and three (**3**) providers have not yet submitted July 2023 invoices.

SERVICE DELIVERY CHALLENGES

DC: No challenges.

MD: No challenges.

VA: No challenges.

PART A FISCAL SUMMARY

Part A expenditures are 39% and should be 42%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Early Intervention Services (EIS)
Substance Abuse Services – Outpatient (SASO)

Medical Case Management (MCM)
Medical Transportation Services (MT)
Outreach Services (OS)
Psychosocial Support Services (PSS)

Services 30% below expected:

Health Insurance Premium and Cost Sharing Assistance (HIPCSA)

Services 30% above expected:

Mental Health Services (MHS)

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 29% and should be 42%. (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:

Medical Case Management (MCM)
Psychosocial Support Services (PSS)
Substance Abuse Services – Outpatient (SASO)

Services 30% above expected:

N/A

RECIPIENT REPORT

1. **Part A MAI:** Recipient requested follow up to recommendation to include NMCM and Medical Transportation to MAI programs, and to make SAOC optional.
2. **FY24 Non-Competing Continuation (NCC) Progress Report:** The Recipient is preparing to submit the FY24 NCC Progress Report, which is due on October 2, 2023.
3. **FY22 Final Carryover Request:** HRSA approved the Recipient's FY22 final carryover request. The Recipient expects to receive the updated Notice of Grant Award by the end of September.
4. **FY22 RWHAP Part A Formula UOB Penalty Waiver:** The Recipient's FY 2022 RWHAP Part A Formula UOB Penalty Waiver was approved by HRSA.
5. **New Fiscal Year:** The District is preparing to close out fiscal year 23 and start-up fiscal year 24.
6. **Spending Reviews:** The Recipient staff will begin reviewing subrecipient expenditure levels and assess the need to right-size grant awards in order to avoid lapse of funding.

PLANNING COMMISSION (COHAH) GENERAL BODY MEETING AGENDA

THURSDAY, SEPTEMBER 28, 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 September 28, 2023 3. Review and Approval of the July 27, 2023 Meeting Minutes 4. Review and Approval of the Meeting Report for August 24, 2023
6:15 pm	5. Ryan White HIV/AIDS Program (RWHAP) Recipient Report/ Updates
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6:45 pm	7. Other Business <ul style="list-style-type: none"> • DC Updates • Virginia Updates • Maryland Updates
6:55 pm	8. Announcements/Adjournment
<p><u>NEXT PLANNING COMMISSION (COHAH) MEETING: PRIORITY SETTING & RESOURCE ALLOCATIONS</u></p> <p>THURSDAY OCTOBER 26, 2023 5:30PM – 8:30PM ZOOM</p>	

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