



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, February 23, 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 February 23, 2023 4. Review and Approval of the Meeting Minutes from January 26, 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 Feb 23, 2023
5:35 pm	<ol style="list-style-type: none"> 1. Standing Committee Updates (Jane) <ul style="list-style-type: none"> • Research & Evaluation Committee (REC) {Next mtg.: Tue. Mar 21st @ 3pm} • Community Engagement & Education Committee (CEEC) {Next mtg.: Thur. Mar @ 16th 5pm} • Comprehensive Planning Committee (CPC) {Next mtg.: Wed. Mar 22nd @ 11am} • Integrated Strategies Committee (ISC) {Next mtg.: Wed. Mar 22nd @ 1pm}
5:45 pm	<ol style="list-style-type: none"> 7. Old Business 8. New Business
5:50 pm	<ol style="list-style-type: none"> 9. Announcements and Adjournment
<p><u>NEXT EXECUTIVE OPERATIONS COMMITTEE (EOC) MEETING:</u></p>	
<p>THURSDAY February 23, 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, JANUARY 26, 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 January 26, 2023, Executive Operations Committee (EOC) Meeting Minutes which is subject to change. The final version will be approved on February 23, 2023.

AGENDA

ITEM	DISCUSSION
Call to Order Welcome and Introductions Roll/Call	Lamont C. called the meeting to order at 5:04 pm, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Lamont assumed the motion to adopt the January 26, 2023, Meeting Agenda. The agenda was adopted as presented.
Review and Approval of the Meeting Minutes	Lamont assumed the motion to approve the EOC December 15, 2022, meeting minutes. The minutes were approved at presented.
Ryan White HIV/AIDS Program (RWHAP) Recipient Updates/Concerns	<u>Avemaria S. reported on the Recipient Report:</u> The District of Columbia Government transitioned from the antiquated SOAR system to the new District Integrated Financial System (DIFS), which has caused some delays and disruptions. It has impacted Program's ability to access and reprogram funds as needed.

	<p>The holiday season and staff's planned absences contributed to the delays in unprocessed invoices. However, the office is catching up. In the past couple of weeks there has been an additional \$386,287 expended that was not reported before submission of this report.</p> <p>HRSA issued a partial Part A Notice of Award for GY 33 on January 13, 2023. The Recipient office doesn't anticipate any challenges as they proceed with the preloaded amounts.</p> <p>Part A Continuation Award letters are expected to be sent to subrecipients before the end of January and the GY33 Ryan White Part A Kick-Off Meeting will be held on February 14, 2023.</p>
<p>Commission Administrative Business</p>	<p>Review and adoption of the COHAH Agenda for January 26, 2023.</p> <p>Lamont asked for a motion to adopt the COHAH General Body Meeting Agenda for January 26, 2023. Gerald P. motioned to approve the agenda. Melvin C. 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></p> <p>Julie Orban, the HAHSTA HIV Planner, presented to the REC on the Integrated Plan. The Office of Communications has approved her presentation and she is now able to present at the General Body Meeting next month.</p> <p>The committee also discussed the Needs Assessment. Julie O. will be added to the administration aspect as a co-investigator. HAHSTA will also obtain another intern who can be utilized. GW interns are completing their practicum and will give a presentation on the current data at next month's meeting.</p> <p><u>Community Education and Engagement Committee (CEEC) reported by Jenné M.</u></p> <p>The committee began discussions about a youth summit event that was to initially take place around Valentine's Day to engage youth (ages 18-30) in a discussion about what a larger, future event should look like. However, the committee decided to push it back until the spring to allow more time to plan. More information will be posted in Basecamp for anyone interested in serving on a work group to help with planning the event.</p> <p>Lamont added that Alan J. along with several HAHSTA staff members will attend another youth event in DC and begin to work on a plan and budget for future youth events. Once they have formulated their plan, they will share it with the CEEC. Alan indicated that they are trying to find a way to streamline community engagement so that there is not a lot of duplication in efforts to engage the same population.</p> <p>There was an update given on the D-Seeing photovoice project. More community members are needed to work with the black heterosexual</p>

	<p>women’s group, which has not begun due to lack of participation. Jenné hopes to wrap up in the next month, move on to the institutional ethnography piece and then to the exhibit hopefully in May.</p> <p><u>Comprehensive Planning Committee (CPC) reported by Gerald P.</u> The Recipient reported on the fiscal status of GY32 grants for the month of November 2022.</p> <p>Lamont suggested that the CPC begin discussions about PSRA in order to get information to the Recipient by April.</p> <p><u>Integrated Strategies Committee (ISC) reported by Melvin C.</u> The committee conducted a final review of the Health Equity Position Paper. The surveillance data needed updating and the committee will ask GW to help shorten the nine (9) page Executive Summary and summary of positions on COHAH commitments, to be presented to the General Body.</p> <p>There will be an EHE update in March. The committee will make special provision to ensure the community is informed.</p> <p>HAHSTA is working on community engagement around the Child Care Standard by creating a survey and drafting a letter to determine the child care needs in the community in the interim of OSSE’s 24 month process.</p>
Old Business	None reported.
New Business	None reported.
Announcements	<p>Lamont announced the following schedule of presentations at the General Body Meeting:</p> <ul style="list-style-type: none"> • January 26, 2023 – Johnson and Johnson presentation • February 23, 2023 - Integrated Plan Presentation from Julie Orban • February 23, 2023 –Health Equity Paper presented from GW interns • March 23, 2023- Mental Health presentation from Janssen

HANDOUTS	
<ul style="list-style-type: none"> • January 26, 2023, Executive Operations Committee Agenda • Monthly Recipient Report • January 26, 2023, Planning Commission (COHAH) General Body Meeting Agenda 	

MEETING ADJOURNED	5:25 PM	NEXT MEETING	THURSDAY, FEBRUARY 23, 2023 5:00pm to 6:00pm ZOOM CONFERENCE AND VIDEO CALL
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Date: February 22, 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 32 - Reporting Period: December 1 – 31, 2022**

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 32 the recipient received the full award in the amount \$33,345,898.00.**

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

There were 28 active Part A and Part A MAI grant awards in December 2022. **(26)** payments requests were received and processed and **(2)** were unprocessed.

SERVICE DELIVERY CHALLENGES

DC: No challenges.

MD: No challenges.

VA: No challenges.

PART A FISCAL SUMMARY

Part A expenditures are 57% and should be 83%. (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)
Medical Nutrition Therapy (MNT)
Medical Case Management (MCM)
Non-Medical Case Management Services (NMCM)
Medical Transportation (MT)
Food Bank, Home-Delivered Meals (FBHDM)
Psychosocial Support Services (PSS)

Services 30% below expected:

Outpatient/Ambulatory Health Services (OAHS)
Early Intervention Services (EIS)
Medical Case Management (MCM)
Food Bank/Home Delivered Meals (FBHDM)

Services 30% above expected:

N/A

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 56% and should be 83%. (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)
Substance Abuse Services – Outpatient (SASO)
Psychosocial Support Services (PSS)

Services 30% below expected:

Outpatient/Ambulatory Health Services (OAHS)
Substance Abuse Services Outpatient (SASO)

Mental Health Services (MHS)

Services 30% above expected:

N/A

RECIPIENT REPORT

1. The GY33 Ryan White Part A Kick-Off Meeting was held on Tuesday, February 14, 2023. This virtual meeting provided subrecipients with programmatic, fiscal, data and quality management updates.
2. Part A Continuation Award letters were sent to subrecipients in January. Monitoring staff are diligently working with sub-recipients to ensure a March 1, 2023, start date.
3. Important note is that Fee-for-Value programs will be fully funded for the start of GY33. This should improve subrecipient spending.
4. The full release of the Electronic Grants Management System (EGMS) 2.0 will take place on February 16, 2023. Internal and external trainings are underway to ensure familiarity with the system.



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.

PLANNING COMMISSION (COHAH) GENERAL BODY MEETING AGENDA

THURSDAY, FEBRUARY 23, 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 February 23, 2023 3. Review and Approval of the Meeting Minutes for January 26, 2023
6:15 pm	4. Ryan White HIV/AIDS Program (RWHAP) Recipient Report/ Updates
6:30 pm	5. Washington DC Integrated Plan – Julie Orban, MPH – HIV Services Planner, HAHSTA 6. Virginia Integrated Plan – Ashley Yocum, Janaye Oliver – Virginia Department of Health 7. DC EMA Integrated Plans Corsswalk – Greg Dwyer, MPH – Research Scientist, The George Washington University School of Public Health
7:30 pm	8. Standing Committee Updates <ul style="list-style-type: none"> • <i>Research & Evaluation Committee (REC)</i> {Next mtg.: Tue. Mar 21st @ 3pm} • <i>Community Engagement & Education Committee (CEEC)</i> {Next mtg.: Thur. Mar 16th @ 5pm} • <i>Comprehensive Planning Committee (CPC)</i> {Next mtg.: Wed. Mar 22nd @ 11am} • <i>Integrated Strategies Committee (ISC)</i> {Next mtg.: Wed. Mar 22nd @ 1pm}
7:45 pm	9. Other Business <ul style="list-style-type: none"> • <i>Maryland Updates</i> • <i>Virginia Updates</i> • <i>Other</i>
7:50 pm	10. Announcements/Adjournment
<p><u>NEXT PLANNING COMMISSION (COHAH) MEETING:</u></p>	
<p>THURSDAY MARCH 23RD, 2023 6PM-8PM ZOOM</p>	

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