



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, March 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"> <li>1. Call To Order and Moment of Silence</li> <li>2. Welcome and Introductions/Roll Call</li> </ol>
5:10 pm	<ol style="list-style-type: none"> <li>3. Review and Adoption of the Meeting Agenda for March 23, 2023</li> <li>4. Review and Approval of the Meeting Minutes from February 23, 2023</li> </ol>
5:15 pm	<ol style="list-style-type: none"> <li>5. Ryan White HIV/AIDS Program (RWHAP) Recipient - Updates/Concerns</li> </ol>
5:20 pm	<ol style="list-style-type: none"> <li>6. Commission Administrative Business               <ul style="list-style-type: none"> <li>• Review and adoption of COHAH Agenda for Mar 23, 2023</li> </ul> </li> </ol>
5:35 pm	<ol style="list-style-type: none"> <li>7. Standing Committee Updates               <ul style="list-style-type: none"> <li>• Research &amp; Evaluation Committee (REC) <span style="float: right;">{Next mtg.: Tue. Apr 18<sup>th</sup> @ 3pm}</span></li> <li>• Community Engagement &amp; Education Committee (CEEC) <span style="float: right;">{Next mtg.: Thur. Apr 20<sup>th</sup> @ 5pm}</span></li> <li>• Comprehensive Planning Committee (CPC) <span style="float: right;">{Next mtg.: Wed. Apr 26<sup>th</sup> @ 11am}</span></li> <li>• Integrated Strategies Committee (ISC) <span style="float: right;">{Next mtg.: Wed. Apr 26<sup>th</sup> @ 1pm}</span></li> </ul> </li> </ol>
5:45 pm	<ol style="list-style-type: none"> <li>8. Old Business</li> <li>9. New Business</li> </ol>
5:50 pm	<ol style="list-style-type: none"> <li>10. Announcements and Adjournment</li> </ol>

**NEXT EXECUTIVE OPERATIONS  
COMMITTEE (EOC) MEETING:**

**THURSDAY April 27, 2023  
5PM-6PM  
ELECTRONIC MEETING (ONLINE)**

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](mailto:opengovoffice@dc.gov).

# EXECUTIVE OPERATIONS COMMITTEE (EOC) MEETING MINUTES

**THURSDAY, FEBRUARY 23, 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				
Garcon-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 February 23, 2023, Executive Operations Committee (EOC) Meeting Minutes which is subject to change. The final version will be approved on March 23, 2023.*

## AGENDA

ITEM	DISCUSSION
<b>Call to Order Welcome and Introductions Roll/Call</b>	Lamont C. called the meeting to order at 5:05 pm, followed by a moment of silence and introductions.
<b>Review and Adoption of the Agenda</b>	Lamont assumed the motion to adopt the February 23, 2023, Meeting Agenda. The agenda was adopted as presented.
<b>Review and Approval of the Meeting Minutes</b>	Lamont assumed the motion to approve the EOC January 26, 2023. The minutes were approved as presented.
<b>Ryan White HIV/AIDS Program (RWHAP) Recipient Updates/Concerns</b>	<b><u>Avemaria S. reported on the Recipient Report:</u></b> The Recipient has received complaints regarding the transition of the Enterprise Grants Management System (EGMS) 2.0 system. HAHSTA experienced a network outage and some glitches in the system which

	<p>caused delays. However, it will not affect the implementation of GY 33 nor the close out of GY 32.</p> <p>There were also complications with vFairs, a Zoom Webinar platform at the Part A Kick-off provider meeting due to a Zoom outage. However, all of the information was provided to the participants via the Teams platform.</p>
<p><b>Commission    Administrative    Business</b></p>	<p><b>Review and adoption of the COHAH Agenda for February 23, 2023.</b></p> <p>There will be presentations by Julie Orban, Ashley Yocum and Janayh Oliver on the Integrated Plans. Greg Dwyer will present a crosswalk between all three jurisdictions.</p> <p>Lamont asked for a motion to adopt the COHAH General Body Meeting Agenda for February 23, 2023. Melvin C. motioned to approve the agenda. Gerald P. seconded. The agenda was approved unanimously.</p>
<p><b>Standing Committee    Updates/Concerns</b></p>	<p><b><u>Research and Evaluation Committee (REC) reported by Lamont C.</u></b></p> <p>There was a brief discussion about the Needs Assessment. The discussions will continue until June or later. Julie Orban will become the principle lead and Lamont will be co-principle. The committee will also try to obtain additional students to assist with the needs assessment, including students in Virginia. There was a presentation by the three (3) former students who are completing their practicum at the George Washington University School of Public Health on the data already collected. Additionally, a push was made to participate in the needs assessment at the Part A Kick-off Provider meeting. As a result, amongst those who took the survey, the majority were HIV+ which wasn't the case with the previous set of surveys. This gave a broader view terms of health statuses. There are still challenges in obtaining the data, in large part due to the platform HAHSTA is required to use.</p> <p><b><u>Community Education and Engagement Committee (CEEC) reported by Jenné M.</u></b></p> <p>There was a brief discussion about the potential youth event CEEC was asked to arrange. However, further discussion was tabled until information about HAHSTA's activities can be obtained so as to not duplicate efforts.</p> <p>Most of the committee's focus was on the Protocol Implementation Summit and preparing for a follow-up summit in May to address PrEP protocols and engagement. The committee will be deciding on the official date, agenda, and other logistics over the next few weeks.</p> <p>Finally, there was an update on the D-Seeing Project. MSM Prevention and MSM Care groups were held and are now finishing up. The Women's Care group is being scheduled and will hopefully start in about 2 weeks. There is still a need to recruit more women for the Prevention groups and five (5) more black msm for the Prevention and Care groups.</p>

	<p><b><u>Comprehensive Planning Committee (CPC) reported by Gerald P.</u></b>          The Recipient reported on the fiscal status of GY32 grants for the month of December 2022.</p> <p>The committee will begin reviewing the previous data request for PSRA and discussing any additional information needed or data that should be modified. The request for data should be ready and sent to the Recipient by April.</p> <p><b><u>Integrated Strategies Committee (ISC) reported by Jane.</u></b>          The committee is nearing the end of the Health Equity Position Paper. The committee updated the Executive Summary (6-7 pages) and separated out two categories for Medical Mistrust and HIV Stigma. The full report with updated surveillance data should be ready next month to be presented to the full body in April.</p> <p>There will be an EHE update in March. The committee will make special provisions to ensure the community is informed. Other jurisdictions have also been invited. Melvin C. is having someone from Montgomery County to give an EHE update.</p> <p>HAHSTA is working on community engagement around the Child Care Standard to determine the child care needs in the community in the interim of OSSE's 24 month process.</p>
<b>Old Business</b>	Lamont reported that the Recipient received the official site visit report from HRSA which documented the two findings for COHAH that had already been discussed. Lamont will work with the Recipient on the response to the findings.
<b>New Business</b>	None reported.
<b>Announcements</b>	None.

**HANDOUTS**

- February 23, 2023, Executive Operations Committee Agenda
- Monthly Recipient Report
- February 23, 2023, Planning Commission (COHAH) General Body Meeting Agenda

<b>MEETING ADJOURNED</b>	<b>5:28 PM</b>	<b>NEXT MEETING</b>	<b>THURSDAY, MARCH 23, 2023 5:00pm to 6:00pm ZOOM CONFERENCE AND VIDEO CALL</b>
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# PLANNING COMMISSION (COHAH) GENERAL BODY MEETING AGENDA

**THURSDAY, MARCH 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 March 23, 2023 3. Review and Approval of the Meeting Minutes for February 23, 2023
6:15 pm	4. Ryan White HIV/AIDS Program (RWHAP) Recipient Report/ Updates
6:30 pm	5. Maryland Department of Health Updates – Peter DeMartino, PhD., Amanda Reich – Infectious Disease Prevention and Health Service Bureau, Maryland Department of Health
7:00 pm	6. <b>Standing Committee Updates</b> <ul style="list-style-type: none"> <li>• Research &amp; Evaluation Committee (REC) <span style="float: right;">{Next mtg.: Tue. Apr 18<sup>th</sup> @ 3pm}</span></li> <li>• Community Engagement &amp; Education Committee (CEEC) <span style="float: right;">{Next mtg.: Thur. Apr 20<sup>th</sup> @ 5pm}</span></li> <li>• Comprehensive Planning Committee (CPC) <span style="float: right;">{Next mtg.: Wed. Apr 26<sup>th</sup> @ 11am}</span></li> <li>• Integrated Strategies Committee (ISC) <span style="float: right;">{Next mtg.: Wed. Apr 26<sup>th</sup> @ 1pm}</span></li> </ul>
7:20 pm	7. <b>Other Business</b> <ul style="list-style-type: none"> <li>• Virginia Updates</li> <li>• Other</li> </ul>
7:30 pm	8. Announcements/Adjournment
<p><b><u>NEXT PLANNING COMMISSION (COHAH) MEETING:</u></b></p> <p><b>THURSDAY APRIL 27, 2023</b> <b>6PM-8PM</b> <b>ZOOM</b></p>	

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**Date: March 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: January 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 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**

Out of 28 active grants, **(0)** payment requests were received and processed for January. These missing invoices will be shown in the February 2023 report.

## **SERVICE DELIVERY CHALLENGES**

**DC:** No challenges.

**MD:** No challenges.

**VA:** No challenges.

## **PART A FISCAL SUMMARY**

**Service areas affected by unprocessed invoices:**

Outpatient/Ambulatory Health Services (OAHS)
Emergency Financial Assistance (EFA)
Early Intervention Services (EIS)
Oral Health Care (OH)

Health Insurance Premium and Cost Sharing Assistance (HIPCSA)
Home and Community-Based Health Services (HCBS)
Medical Nutrition Therapy (MNT)
Medical Case Management (MCM)
Non-Medical Case Management Services (NMCM)
Substance Abuse Services _Outpatient (SASO)
Other Professional Services (OPS)
Medical Transportation (MT)
Outreach Services (OS)
Medical Transportation (MT)
Food Bank, Home-Delivered Meals (FBHDM)
Psychosocial Support Services (PSS)

**Services 30% below expected:**

**Services 30% above expected:**

**PART A MAI FISCAL SUMMARY**

**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:**

**Services 30% above expected:**



## RECIPIENT REPORT

1. **Invoicing:** The Electronic Grants Management System (EGMS) was taken offline on February 15, 2023, the day January invoices were due. The EGMS 2.0 system came online on February 17<sup>th</sup>. Since that time, there have been widespread challenges with processing invoices. These challenges included: user access (sub-recipient and HAHSTA staff), user navigation, data migration issues, missing staff assignments and system glitches. The result is we have no expenditure data to report for January 2023. January expenditure data will be presented next month (April 2023).
2. **Part A Continuations:** Part A GY33 continuations are in process in EGMS 2.0, but none are fully executed. All Part A grants have a project period that expires in 2025. Subrecipients were notified of the system delays and given authority to continue service delivery until grants are fully executed. The recipient does not anticipate any impact to customer service delivery as a result of these system challenges.