

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING AGENDA

WEDNESDAY MAY 26, 2021 – 11:00PM TO 1:00PM

ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING

ELECTRONIC – ONLINE MEETING

Note: all times are approximate

11:05 am	<ol style="list-style-type: none"> 1. Call to Order and Moment of Silence 2. Welcome and Introductions 3. Adopt Agenda for May 26, 2021 4. Approve Minutes for April 28, 2021
11:15 am	5. Ryan White HIV/AIDS Program (RWHAP) – Reports & Financial Oversight
11:30 am	6. Data Request update
12:00 pm	7. Other Business
12:15 pm	8. Announcements and Adjournment
<u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u>	WEDNESDAY JUNE 23, 2021 11PM TO 1PM ELECTRONIC MEETING VIA ZOOM VIDEO CONFERENCING (ONLINE)

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING MINUTES

WEDNESDAY, APRIL 28, 2021 – 11:00AM

ZOOM CONFERENCE AND VIDEO CALL

ELECTRONIC – ONLINE MEETING

ATTENDEES/ROLL CALL					
COMMISSIONERS	PRESENT	ABSENT	COMMITTEE MEMBERS	PRESENT	ABSENT
Carney, Misty	X		Ramos, Claudia	X	
Copley, Mackenzie (<i>Vice Chair</i>)	X				
DeMartino, Peter		X			
Padmore, Gerald (<i>Chair</i>)	X				
Shaw-Richardson, Re'ginald		X	COMMUNITY PARTNERS/GUESTS	PRESENT	ABSENT
			Mena-Carrasco, Fernando	X	
RYAN WHITE RECIPIENT STAFF	PRESENT	ABSENT	Ollinger, Joshua	X	
Barnes, Clover	X				
Edmonds, Jason	X		CONSULTANTS	PRESENT	ABSENT
Fortune, Ebony	X				
HAHSTA STAFF	PRESENT	ABSENT	COMMISSION SUPPORT STAFF	PRESENT	ABSENT
Fox, Anthony	X		Bailey, Patrice	X	
Pettigrew, Ken	X		Clark, Lamont	X	

HIGHLIGHTS

NOTE: This is a draft version of the April 28, 2021 Comprehensive Planning Committee (CPC) Meeting Minutes. The final version will be approved at the May 26, 2021 meeting and made available thereafter.

AGENDA

ITEM	DISCUSSION
Call to Order	Gerald P. called the meeting to order at 11:06 am, followed by a moment of silence and introductions.
Review and Adoption of the Agenda	Misty C. motioned to adopt the Comprehensive Planning Committee Agenda for May 28, 2021. Mackenzie C. seconded. The agenda was adopted unanimously.



<p>Review and Approval of the Minutes</p>	<p>Misty motioned to approve the Comprehensive Planning Committee Minutes from March 24, 2021. Mackenzie seconded. The minutes are approved unanimously.</p>
<p>Ryan White HIV/AIDS Program (RWHAP) Reports & Financial Oversight</p>	<p>Clover Barnes reported for the Recipient.</p> <p><u>FISCAL STATUS</u> For Part A and Part A MAI in February 2021, (32) of (41) invoices have been received. A supplemental invoice is allowed in the month of March to round out the grant year. Everything must be submitted to HRSA by the end of May.</p> <p><u>PART A FISCAL SUMMARY</u> Part A expenditures are at 72% and should be at 100%.</p> <p>Service areas affected by unprocessed invoices are Regional Early Intervention Services (REIS), Early Intervention Services, Home & Community Based Care, Medical Case Management, Emergency Financial Assistance, Medical Nutrition Therapy, and Linguistic Services. These services have consistently performed below expected because the services are generally rendered in person, states have offered effective programs during the pandemic, and the moratoriums have lasted longer than expected.</p> <p><u>PART A MAI FISCAL SUMMARY</u> Part A MAI expenditures are at 80% and should be at 100%.</p> <p>Service areas affected by unprocessed invoices are Ambulatory Outpatient Medical Care, Early Intervention Services, Mental Health Services, Medical Case Management, and Psychosocial Support Services.</p> <p><u>UBC FISCAL SUMMARY</u> UBC expenditures are at 79% and should be at 100%.</p> <p>There are no service areas affected by unprocessed invoices.</p> <p><u>RECIPIENT REPORT</u> According to the government accounting system, there is currently about 5% unspent from the grant. HRSA anticipates significant underspending from Ryan White grants due to the COVID-19 pandemic and have waived the underspending penalties for Parts A and B for FY 20 and FY 21. Our 5% is where we need to be to avoid a penalty anyway. Carryover will be requested.</p> <p><u>Ryan White (RW) Model Redesign.</u> Currently, Fee for Service (FFS) and Unit Base Cost (UBC) are the Ryan White grant models. The RFA for those models expire at the end of this grant year. The Recipient's team conducted an evaluation of those models and are working toward a new model for service delivery within the Ryan White and Prevention networks. There are</p>



	<p>provider meetings occurring to discuss specifics for each service category affected that will inform the model. Once the model is complete, a presentation will be made to COHAH, prior to the release of the RFA this year. The RFA will fund RW Part A, RW DC Part B and DC prevention programming through a status neutral approach.</p> <p><u>GY 31 Award.</u> The full award for Grant Year 31 (which began March 1, 2021) has been received. The new award is \$31,479,527, which includes \$18,589,259 in Formula funds, \$10,053,491 in Supplemental funds, and \$2,836,777 in MAI funds. This award is \$762,589 less than the award from the previous year.</p> <p>Ebony F. has done an evaluation of the awards versus the allocations. Clover will review the report and bring it back to this committee as there may be a need to decrease the allocations.</p> <p>Clover indicated that she received a call from a Virginia provider regarding a client that is uninsured and undocumented who needs inpatient substance abuse treatment. They were unsuccessful in finding other resources (i.e., SAMSHA, DBH). The client is Spanish speaking only and Ryan White eligible. The Recipient is requesting that \$20,000 be moved from substance abuse outpatient into substance abuse inpatient to cover the cost of the residential facility, physician, medications, and translation services for 30 days. There was a discussion.</p> <p><u>Motion.</u> Gerald motioned to allocate \$20,000 to the Inpatient Substance Abuse Treatment category from the Outpatient Substance Abuse Treatment category. Misty seconded the motion. The motioned was approved unanimously.</p>
<p>Data Request</p>	<p>Mackenzie led the discussion about the data request for GY 28, 29 & 30 that has been updated with new dates. The primary difference is the placeholders for any questions that might be related to COVID. Mackenzie would like to include utilization data for the COVID year and the year prior as we move forward in determining which services to allocate funds to for the year 2022.</p> <p>The request is sent to Clover she in turn sends it to the jurisdictions' surveillance departments in their Ryan White programs and coordinate internally to get it back. The data request should be completed by next week. Lamont reminded Gerald to also send the draft to the government and community co-chairs and Lamont. The Government Co-Chair will make the official submission to Clover.</p>
<p>Other Business</p>	

ANNOUNCEMENTS/OTHER DISCUSSION

Clover announced that Ebony Fortune was promoted to the Ryan White Program Manager.

Lamont indicated that he sent an additional email regarding the General Body meeting. There will be several presentations. One of which will be a presentation/focus group. Please complete the survey sent in the additional email because it is part of the focus group that Amanda Castell, Catherine, and the GW group are working on for their new app.

HANDOUTS

- April 28, 2021 Comprehensive Planning Committee (CPC) Meeting Agenda
- March 24, 2021 Comprehensive Planning Committee (CPC) Meeting Minutes
- Monthly Fiscal and Recipient Report (Part A and Part A MAI Funding) Year 29 – Reporting Period: February 2021
- Fiscal Roll-up Report – February 2021

MEETING ADJOURNED	11: 45AM	NEXT MEETING	WEDNESDAY, MAY 26, 2021 11:00am to 1:00pm ZOOM CONFERENCE AND VIDEO CALL
------------------------------	-----------------	-------------------------	---

Date: May 26, 2021

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 30 - Reporting Period: March 1 – 31, 2021**

Part A and Part A MAI. The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 30 includes two components: Part A and Part A Minority AIDS Initiative (MAI). These reports are designed to report distinctly on the associated program activities. **The GY 31 award has been received in the amount \$31,479,527.**

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 March 2021, (25) of (41) invoices have been received.

SERVICE DELIVERY CHALLENGES

DC: No challenges.

MD: No challenges.

VA: No challenges.

PART A FISCAL SUMMARY

Part A expenditures are 5% and should be 8%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Regional Early Intervention Services (REIS)
Early Intervention Services (EIS)
Home & Community Based Care (HCBC)
Medical Case Management (MCM)
Emergency Financial Assistance (EFA)
Medical Nutrition Therapy (MNT)
Psychosocial Support Services (PS)

Services 30% below expected:

Early Intervention Services (EIS)
Regional Early Intervention Services (EIS)
Health Insurance Premium and Cost Sharing Assistance (HIPCSA)
Home and Community-Based Health Services (HCBS)
Medical Nutrition Therapy (MNT)
Other Professional Services (OPS)
Linguistic Services (LS)
Medical Transportation (MT)
Outreach Services (OS)
Psychosocial Support Services (PSS)

Services 30% above expected:

Emergency Financial Assistance (EFA)

PART A MAI FISCAL SUMMARY

Part A MAI expenditures are 8% and should be 8%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

Ambulatory Outpatient Medical Care (OAHS)
Early Intervention Services (EIS)
Mental Health Services (MH)
Medical Case Management (MCM)
Psychosocial Support Services (PS)
Substance Abuse Services (SAS)

Services 30% below expected:

Outpatient/Ambulatory Health Services (OAHS)
--

Services 30% above expected:

Medical Case Management (MCM)

UBC FISCAL SUMMARY

UBC expenditures are 8% and should be 8%. (Overall Expenditure rates by funding source for the reporting period)

Service areas affected by unprocessed invoices:

N/A

Services 30% below expected:

Housing Case Management and Referral

Oral Health Care

Substance Abuse Services - Outpatient

Housing Case Management and Referral

Services 30% above expected:

Non-Medical Case Management Services (NMCM)

RECIPIENT REPORT

1. **GY 30 Closeout.** The Recipient and her team are working diligently to ensure funds are spent down as much as possible. HRSA anticipates significant underspending from Ryan White grants due to the COVID-19 pandemic. We do not anticipate having an unobligated balance large enough to cause the EMA to receive a penalty. HRSA has waived the underspending penalties for Parts A and B for FY 20 and FY 21. Carryover will be requested.
2. **Substance Abuse Services – Residential.** The reprogramming that was completed last meeting will not be needed. A letter was sent from the service provider detailing the customer’s current situation and treatment plan. The Recipient and her team are prepared to support the customer should her needs change.

Report through March 2021

Jurisdiction	Current Award - Finalized	Expenditures	Remaining Balance	Percent Spent	Comments
District of Columbia/ WVA - Part A	3,209,821	544,628	2,665,193	17.0%	
District of Columbia - UBC	9,495,072	779,950	8,715,122	8.2%	
District of Columbia Subtotal	14,084,893	1,444,962	12,639,931	10.3%	
Northern Virginia -- Part A	1,355,027	31,042	1,323,985	2%	
Northern Virginia -- MAI	402,895	24,972	377,923	6%	
Northern Virginia Subtotal	1,757,922	56,014	1,701,908	3%	
Suburban Maryland - Part A	2,490,630	116,218	2,374,412	4.7%	
Suburban Maryland -- MAI	822,287	50,224	772,063	6.1%	
Suburban Maryland Subtotal	3,312,917	166,442	3,146,475	5.0%	
West Virginia - Part A	491,887	-	491,887	0.0%	
West Virginia Subtotal	491,887	-	491,887	0.0%	
TOTAL -- Part A	7,547,365	691,887	6,855,478	9.2%	
TOTAL -- MAI	2,605,182	195,580	2,409,602	7.5%	
TOTAL -- UBC	9,495,072	779,950	8,715,122	8.2%	
TOTAL Subtotal	19,647,619	1,667,417	17,980,202	8.5%	

|

|

|

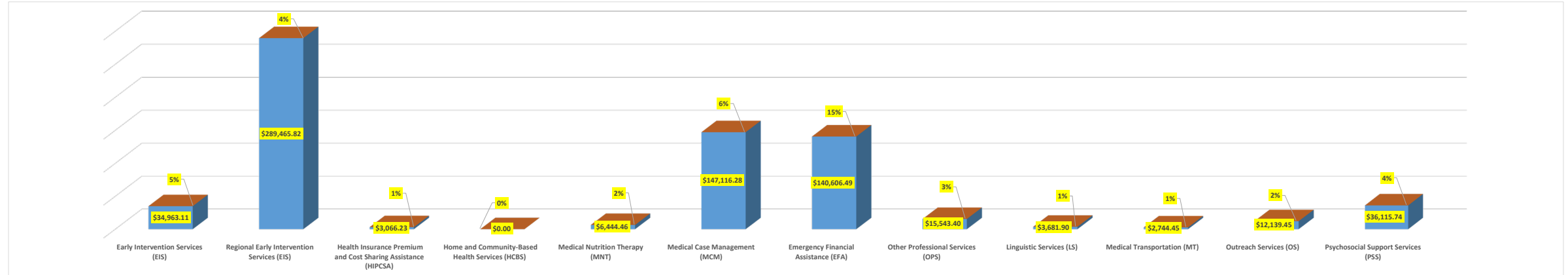
|

PART A

Report through March 2021

SERVICE CATEGORY	ALLOCATED								EXPENDITURES TO DATE							Comments		
	Initial				Adjustments				Current AWARDS	Reported \$				Total	Reported %		Expected \$	Expected %
	DC	MD	VA	WVA	DC	MD	WVA	DC		MD	VA	WVA						
Early Intervention Services (EIS)	\$496,617.00	\$249,063.00							\$745,680.00	\$21,243.01	\$13,720.10			\$34,963.11	5%	\$62,140.00	8%	
Regional Early Intervention Services (EIS)									\$7,303,901.00	\$246,457.96	\$11,966.07	\$31,041.79		\$289,465.82	4%	\$608,658.42	8%	
Health Insurance Premium and Cost Sharing Assistance (HIPCSA)		\$62,266.00	\$105,663.00	\$97,021.00					\$264,950.00	\$0.00	\$3,066.23			\$3,066.23	1%	\$22,079.17	8%	
Home and Community-Based Health Services (HCBS)	\$248,308.00								\$248,308.00	\$0.00				\$0.00	0%	\$20,692.33	8%	
Medical Nutrition Therapy (MNT)	\$133,672.00	\$136,985.00		\$8,218.00					\$278,875.00	\$5,034.46	\$1,410.00			\$6,444.46	2%	\$23,239.58	8%	
Medical Case Management (MCM)	\$390,199.00	\$1,170,596.00	\$630,480.00	\$154,446.00					\$2,345,721.00	\$97,960.52	\$49,155.76			\$147,116.28	6%	\$195,476.75	8%	
Emergency Financial Assistance (EFA)	\$465,706.00	\$199,250.00	\$90,568.00	\$172,801.00					\$928,325.00	\$140,606.49				\$140,606.49	15%	\$77,360.42	8%	
Other Professional Services (OPS)	\$399,596.00		\$166,042.00						\$565,638.00	\$15,543.40				\$15,543.40	3%	\$47,136.50	8%	
Linguistic Services (LS)	\$177,363.00		\$120,758.00						\$298,121.00	\$3,681.90				\$3,681.90	1%	\$24,843.42	8%	
Medical Transportation (MT)	\$58,898.00	\$74,719.00	\$105,663.00	\$47,520.00					\$286,800.00	\$199.00	\$2,545.45			\$2,744.45	1%	\$23,900.00	8%	
Outreach Services (OS)	\$342,845.00	\$249,063.00	\$135,853.00	\$11,881.00					\$739,642.00	\$0.00	\$12,139.45			\$12,139.45	2%	\$61,636.83	8%	
Psychosocial Support Services (PSS)	\$496,617.00	\$348,688.00							\$845,305.00	\$13,901.27	\$22,214.47			\$36,115.74	4%	\$70,442.08	8%	
TOTAL	\$ 3,209,821.00	\$ 2,490,630.00	\$ 1,355,027.00	\$ 491,887.00	\$ -	\$ -	\$ -	\$ 14,851,266.00	\$544,628.01	\$116,217.53	\$31,041.79	\$0.00	\$ 691,887.33	5%	\$1,237,605.50	8%		

Underspent over 30%
Overspent over 30%

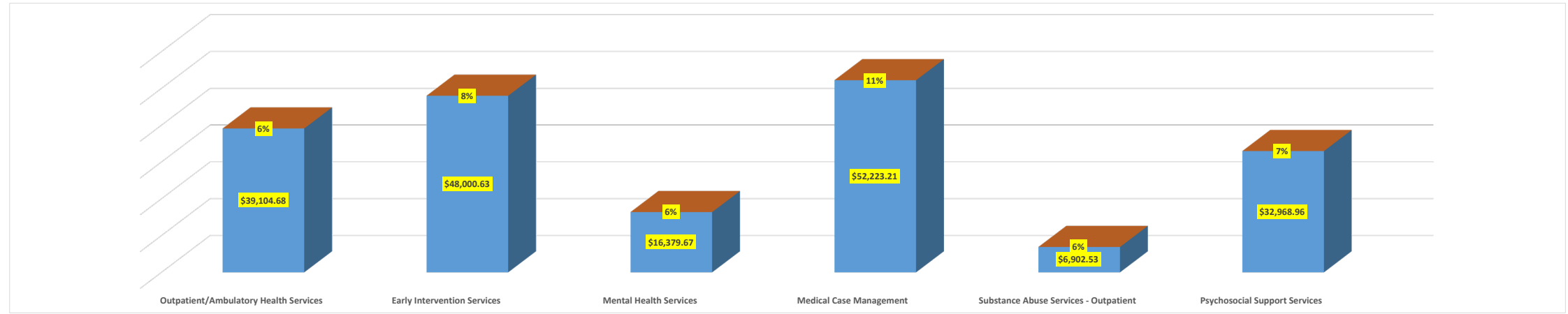


MAI

Report through March 2021

SERVICE CATEGORY	AWARDS						Current Budget	EXPENDITURES TO DATE						Comments	
	Initial			Adjustments				Reported \$				Reported %	Expected \$		Expected %
	DC	MD	VA	DC	MD	VA		DC	MD	VA	Total				
Outpatient/Ambulatory Health Services	\$364,308.99	\$144,403.00	\$147,075.00				\$655,786.99	\$17,211.74	\$12,918.52	\$8,974.42	\$39,104.68	6%	\$54,648.92	8%	
Early Intervention Services	\$299,741.00	\$191,748.00	\$99,700.00				\$591,189.00	\$32,358.18	\$9,480.55	\$6,161.90	\$48,000.63	8%	\$49,265.75	8%	
Mental Health Services	\$121,801.00	\$130,706.00	\$12,624.00				\$265,131.00	\$6,970.64	\$9,196.48	\$212.55	\$16,379.67	6%	\$22,094.25	8%	
Medical Case Management	\$260,003.00	\$209,842.00	\$18,184.00				\$488,029.00	\$38,878.17	\$12,087.22	\$1,257.82	\$52,223.21	11%	\$40,669.08	8%	
Substance Abuse Services - Outpatient	\$116,964.00	\$7,264.00					\$124,228.00	\$6,902.53			\$6,902.53	6%	\$10,352.33	8%	
Psychosocial Support Services	\$217,182.00	\$138,324.00	\$125,312.00				\$480,818.00	\$18,062.13	\$6,541.55	\$8,365.28	\$32,968.96	7%	\$40,068.17	8%	
TOTAL	\$1,379,999.99	\$822,287.00	\$402,895.00	\$0.00	\$0.00	\$0.00	\$2,605,181.99	\$120,383.39	\$50,224.32	\$24,971.97	\$195,579.68	8%	\$217,098.50	8%	

Underspent over 30%
Overspent over 30%



SERVICE CATEGORY	ALLOCATED Current	EXPENDITURES TO DATE				Comments
		Reported \$	Reported %	Expected \$	Expected %	
Outpatient/Ambulatory Health Services	\$ 1,460,780.00	\$ 80,396.15	6%	\$121,731.67	8%	
Oral Health Care	\$ 973,854.00	\$ 31,378.33	3%	\$81,154.50	8%	
Mental Health Services	\$ 486,927.00	\$ 25,500.00	5%	\$40,577.25	8%	
Substance Abuse Services - Outpatient	\$ 243,463.00	\$ 2,175.00	1%	\$20,288.58	8%	
Non-Medical Case Management Services	\$ 2,434,634.00	\$ 357,800.00	15%	\$202,886.17	8%	
Food Bank/Home Delivered Meals	\$ 2,678,097.00	\$ 275,676.00	10%	\$223,174.75	8%	
Housing Case Management and Referral	\$ 1,217,317.00	\$ 7,025.00	1%	\$101,443.08	8%	
TOTAL	\$ 9,495,072.00	\$ 779,950.48	8%	\$791,256.00	8%	

Underspent over 30%

Overspent over 30%

