

RESEARCH & EVALUATION COMMITTEE (REC) MEETING AGENDA

WEDNESDAY JULY 16, 2024 – 3:00PM TO 4:00PM

ONLINE MEETING

VIA ZOOM

Note: all times are approximate

3:05 pm	<ol style="list-style-type: none"> 1. Call To Order and Moment of Silence 2. Welcome and Introductions
3:10 pm	<ol style="list-style-type: none"> 3. Review & Adopt the Agenda for July 16, 2024 4. Review & Approval of the Minutes from May 21, 2024
3:15 pm	<ol style="list-style-type: none"> 5. POWAB Needs Assessment Development 6. Refining the Status Neutral Needs Assessment discussion
3:45 pm	<ol style="list-style-type: none"> 7. Other Business 8. Future Agenda Items
4:00 pm	<ol style="list-style-type: none"> 9. Announcements and Adjournment
<p><u>NEXT RESEARCH & EVALUATION COMMITTEE (REC) MEETING:</u></p>	<p>TUESDAY AUGUST 20, 2024 3:00PM TO 5:00PM ZOOM ONLINE MEETING</p>

RESEARCH & EVALUATION COMMITTEE (REC) MEETING MINUTES

TUESDAY, MAY 21 2024 - 3:00PM
ZOOM CONFERENCE AND VIDEO CALL
 ELECTRONIC – ONLINE MEETING

ATTENDEES/ROLL CALL					
COMMISSIONERS	PRESENT	ABSENT	COMMITTEE MEMBERS	PRESENT	ABSENT
Clark, Lamont (Govt. Co-Chair)	X		Wu, Wei	X	
Corbett, Wallace	X				
Dean, Traci		X			
Fogal, Doug		X	COMMUNITY PARTNERS/ GUESTS	PRESENT	ABSENT
Hickson, DeMarc		X	Organik-Lee, Paige	X	
McLain, Lenora	X				
Mekonnen, Betelhem		X			
Rakhmanina, Natella		X			
Yocum, Ashley		X			
			CONSULTANTS	PRESENT	ABSENT
			Dwyer, Greg	X	
RYAN WHITE RECIPIENT STAFF			COMMISSION SUPPORT STAFF	PRESENT	ABSENT
			Bailey, Patrice	X	
			Johnson, Alan	X	
HAHSTA STAFF	PRESENT	ABSENT			
Orban, Julie	X				

HIGHLIGHTS

NOTE: This is a draft of the May 21, 2024, Research and Evaluation Committee (REC) Meeting minutes. The final version will be approved at the June 18, 2024, meeting and made available thereafter.

AGENDA

ITEM	DISCUSSION
Call to Order	The meeting was called to order at 3:05 pm by Lamont C. followed by a moment of silence and introductions.
Review and Approval of the Agenda	Hearing no corrections or additions to the REC Agenda for May 21, 2024, Lamont assumed the motion to adopt the agenda as presented.
Review and Approval of the Minutes	Julie O. indicated that under Other Business, remove the last sentence. Lamont assumed the motion to approve the April 17, 2024, Meeting Minutes with the noted change.

POWAB Needs Assessment Development	<p>There were no POWAB Needs Assessment updates given in the absence of Regina Jefferson, POWAB Government Co-Chair or Tarsha Moses, POWAB member.</p> <p>Lamont reiterated that Regina J. would be transitioning to the Community Health Administration (CHA) tentatively at the beginning of next month.</p>		
Refining the Status Neutral Needs Assessment Discussion	<p>Greg D. reviewed and had discussion around each of the remaining questions in the Status Neutral Needs Assessment starting with questions 38 and ending with question 69. Greg will make all the recommended changes and have further discussion about the cleaned-up version next month. Julie asked when the next needs assessment will be fielded. Lamont responded that it can field anytime next year or 2026 to inform the 2027 PSRA process.</p>		
Other Business	<p>Julie O. reported that the Communications Office is working on the Spanish and Amharic versions of the Needs Assessment Flyer.</p>		
Future Agenda Items	<ul style="list-style-type: none"> • POWAB Needs Assessment Development • Finalizing the Status-Neutral Needs Assessment. 		
ANNOUNCEMENTS/ OTHER DISCUSSION	<p>Lamont announced that he spoke with Regina J. who informed him that Tarsha made a few adjustments to the POWAB Needs Assessment and Regina is waiting for her to finish. Hopefully, next month they will have something to review. He further noted that anyone with information on PRIDE activities to send them to him or Patrice B. for further distribution.</p>		
HANDOUTS			
<ul style="list-style-type: none"> • April 17, 2024, Research and Evaluation Committee Meeting Minutes • May 21, 2024, Research and Evaluation Committee Meeting Agenda 			
MEETING ADJOURNED	4:42PM	NEXT MEETING	TUESDAY, JUNE 18, 2024 3:00pm to 5:00pm ZOOM CONFERENCE AND VIDEO CALL



Default Question Block

Please complete the survey below.

Purpose: The Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 111-87) mandates the Washington, DC Regional Planning Commission on Health and HIV (COHAH) to conduct an annual Assessment of the Efficiency of the Administrative Mechanism (AEAM). This assessment is a review of how quickly and well the Ryan White HIV/AIDS Program Part A recipient, the DC Department of Health HIV/AIDS Hepatitis, STD and TB Administration (HAHSTA), carries out the process to contract with and pay providers in a timely manner for delivering HIV-related services so that the needs of people living with HIV (PLWH) throughout our EMA are met. Your responses will be kept private and confidential. All responses will be summarized in aggregate; no individual responses will be reported to HAHSTA. Therefore, please be open and honest in your responses. The completion of the survey is a federal mandate and your cooperation is greatly appreciated.

Instructions: Please complete all sections and provide responses based on Grant Year 33 (GY33) (March 1, 2023 - February 29, 2024). It should take 15-20 minutes to complete. If you have any questions, please contact Lamont Clark, Government Co-Chair, Washington, DC Regional Planning Commission on Health and HIV (COHAH), via phone at 202-741-0893 or email at lamont.clark@dc.gov.

We would like to receive your completed survey by Friday, August 30, 2024.

Thank you!

Q1. First and Last Name

Q2. Name of Provider Agency

Q3. Position in Agency

RFP Process and Selection of Service Providers

Q4. Which response best describes the amount of time provided by the sponsor for your agency to prepare and submit your Ryan White Part A application?

- Not enough time/too little time
- Enough time
- Plenty of time
- N/A (Please leave additional comments below.)

Notice of Grant Award from Recipient & Placement of Service Agreement with Service Provider

Q5. Please select the grant years (GY) your agency has received Ryan White Part A funding during the past 3 years (GY31 - GY33).

- GY31
- GY32
- GY33

Q6. Please select the Ryan White Part A service categories that your agency received funding for in GY33.

- Outpatient/Ambulatory Health Services (OAHS)

- Oral Health Care (OHC)
- Medical Case Management (MCM)
- Mental Health Services (MHS)
- Substance Abuse Outpatient Care (SAO)
- Medical Nutrition Therapy (MNT)
- Early Intervention Services (EIS)
- Health Insurance Prem & Cost-Sharing Asst. (HIPCA)
- Home & Community-Based Health Services
- Emergency Financial Assistance (EFA)
- Medical Transportation
- Food Bank/Home Delivered Meals
- Non-Medical Case Management Services (NMCMS)
- Housing Services
- Outreach Services
- Linguistic Services
- Psychosocial Support Services
- Health Education/Risk Reduction (HE/RR)
- Other Professional Services

Q7. When was your service agreement/contract fully executed for GY33? (March 1, 2023 - February 29, 2024)

Q8. Did you have any issues and/or challenges with executing the Service Agreement and/or receiving funds?

- Yes
- No

Q9. Describe issues and/or challenges with executing the Service Agreement and/or receiving funds.

Q10. Have any of these issues and/or challenges affected your ability to deliver of services to clients?

- Yes
- No

Q11. Please describe how these challenges were handled.

Q12. How did you communicate these challenges to clients, if at all?

Service Provider Reimbursement

Q13. During GY33, what is the average time between approval of an invoice submission and the receipt of a reimbursement check?

- 5 - 10 days
- 10 - 20 days
- 20 - 30 days
- > 30 days

Q14. Please describe any factors contributing to the delay in reimbursements.

Financing Process

Q15. Please check the response time for purchase order/invoicing questions from your Grants Management Specialist.

- 1 - 4 days
- 5 - 10 days
- 10 - 20 days
- 20 - 30 days
- > 30 days

Q16. Please rate the response of your Grants Management Specialist.

- Excellent
- Good
- Fair
- Poor
- Very Poor

Q17. Please select the response time for programmatic questions (design/implementation/monitoring) from your Program Officer.

- 1 - 4 days
- 5 - 10 days
- 10 - 20 days
- 20 - 30 days
- > 30 days

Q18. Please select the response time for reprogramming request from your Grant Monitor/Program Officer.

- 1 - 4 days
- 5 - 10 days
- 10 - 20 days
- 20 - 30 days
- > 30 days

Q19. Please rate the response of your Grant Monitor/Program Officer.

- Excellent
- Good
- Fair
- Poor
- Very Poor

Additional Comments

Q20. Please provide any comments overall on the procurement, contracting and reimbursement process areas that were not addressed in previous questions.

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