

# PLANNING COMMISSION (COHAH) GENERAL BODY MEETING MINUTES

**THURSDAY, SEPTEMBER 24, 2020 - 6:00PM**

**ZOOM CONFERENCE AND VIDEO CALL**

**ELECTRONIC – ONLINE MEETING**

<b>ATTENDEES/ROLL CALL</b>					
<b>COMMISSIONERS</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMISSIONERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Adkins, Sarcia	X		Keita, Ramatoulaye	X	
Askins, Sylvester		R	Kharfen, Michael (DOH)	X	
Blocker, Lakisa	X		Massie, Jenné		X
Brown, Charles	X		McBride, Dennis	X	
Camara, Farima	X		McClain, Lenora	X	
Carney, Misty	X		Mekonnen, Betelhem		X
Cauthen, Melvin	X		Morse, Ka'leef	X	
Coker, Sharon	X		Murdaugh, Henry	X	
Cooper-Smith, Marjorie (DBH)		X	Padmore, Gerald	X	
Copley, Mackenzie	X		Rakhmanina, Natella	X	
Corbett, Wallace		X	Rhodes, Stefanie	X	
Cox, Derrick	X		Sain, Philip		X
Dean, Traci		X	Shaw-Richardson, Re'ginald		X
DeMartino, Peter		X	Shazor, Charles		X
Fogal, Doug	X		Torre, Andrew	X	
Ford, Jasmine		X	Uyouko, Haris	X	
Forman, Lynn	X		Wallis, Jane	X	
Gomez, Ana		X	Washington, Antonio	X	
Hickson, DeMarc	X		Yocum, Ashley	X	
Hutton, Kenya	X		Zoerkler, Jennifer	X	
<b>RECIPIENT STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>		<b>PRESENT</b>	<b>ABSENT</b>
Barnes, Clover	X		Varga, Leah	X	
Eyow, Hodan	X		Lago, Lena	X	
<b>HAHSTA STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMISSION STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>
Pettigrew, Kenneth	X		Bailey, Patrice	X	
Fox, Anthony			Clark, Lamont	X	

## HIGHLIGHTS

*This is a draft version of the August 27, 2020 COHAH General Body Meeting Minutes which is subject to change. The final version will be approved on September 24, 2020.*

## AGENDA

Item	Discussion
<b>Call to Order</b>	The meeting was called to order by Ka'leef M. at 6:06 pm, followed by a moment of silence.
<b>Welcome and Introductions/Roll Call</b>	Attendance of Commissioners was taken by Roll Call. With 28 commissioners present for roll call, quorum was established.
<b>Review and Adoption of the Agenda</b>	Ka'leef motioned to adopt the September 24, 2020 COHAH Agenda. The voting was conducted via zoom polling. The agenda was adopted unanimously.
<b>Review and Approval of the Minutes</b>	Ka'leef motioned to approve the August 27, 2020 Meeting Minutes. The voting was conducted via zoom polling. The minutes were approved unanimously.
<b>Ryan white HIV/AIDS Program (RWHAP) Recipient Report/Updates</b>	<p><u>Clover Barnes reported for the Recipient</u></p> <ul style="list-style-type: none"> <li>The GY'30 award has been received in the amount \$31,303,676.</li> </ul> <p><b>FISCAL STATUS</b></p> <ul style="list-style-type: none"> <li>For Part A and Part A MAI in July 2020, (39) of (41) invoices have been received.</li> </ul> <p><b>SERVICE DELIVERY CHALLENGES</b></p> <ul style="list-style-type: none"> <li>There were no service delivery challenges in DC, Maryland, or Virginia.</li> </ul> <p><b>PART A FISCAL SUMMARY</b></p> <ul style="list-style-type: none"> <li>Part A expenditures are at 30% and should be at 42%.</li> <li>Service areas affected by unprocessed invoices are Medical Case Management, Early Intervention Services, Regional Early Intervention Services, and Home and Community Based Care</li> <li>Services spending 30% below expected are Early Intervention Services (EIS), Medical Case Management, Other Professional Services (OPS), Linguistic Services (LS), Medical Transportation (MT), and Outreach Services (OS) which is expected because those services are typically rendered in person</li> <li>There were no services spending 30% above expected</li> </ul> <p><b>PART A MAI FISCAL SUMMARY</b></p> <ul style="list-style-type: none"> <li>Part A MAI expenditures are at 29% and should be at 42%.</li> <li>There were no service areas affected by unprocessed invoices</li> <li>Services spending 30% below expected are Outpatient/Ambulatory Health Services, Medical Case Management, and Substance Abuse Services – Outpatient</li> <li>There were no services spending 30% above expected</li> </ul>

	<p><b>UBC FISCAL SUMMARY</b></p> <ul style="list-style-type: none"> <li>• UBC expenditures are at 35% and should be at 42%</li> <li>• There were no service areas affected by unprocessed invoices</li> <li>• Services spending 30% below expected are Outpatient/Ambulatory Health Services, Oral Health Care, Substance Abuse Services – Outpatient, and Housing Case Management and Referral</li> <li>• There were no services spending 30% above expected</li> </ul> <p><b>RECIPIENT REPORT</b></p> <ul style="list-style-type: none"> <li>• Narcan. Please contact Shea Davis to receive the Narcan kits at (shea.davis@dc.gov). As a reminder, providers/staff must attend and show proof of Narcan training (at DC Health or in the community) to <b>September 23, 2020 - CPC Meeting Minutes</b> Page 3 of 4 receive the kits. A list of free scheduled trainings provided by DC Health can be found at <a href="https://dchealth.dc.gov/page/cme-ceu-webinars-andtrainings">https://dchealth.dc.gov/page/cme-ceu-webinars-andtrainings</a>. The training is available as a webinar. Narcan supply will be depleted after October.</li> <li>• GY'29 Carryover. The Recipient submitted a Carryover Request prior to the HRSA deadline of August 30, 2020. The Part A GY'29 Carryover Request for \$938,440 was approved on September 16, 2020. The Part A program award is now \$32,242,116. The Recipient will submit a motion next month for use of these funds. The funds will not be available until October because the DC City Council is on recess.</li> <li>• GY'31 Part A Application. The Recipient is working diligently on the application for GY'31 which is due October 7, 2020. The Recipient does not anticipate any issues or delays in this submission. The maximum funding allowable for the DC EMA in GY'31 is \$32,866,792. Starting next year (with GY'32), the Part A application will move to a 3-year application cycle where a full application will be submitted every 3 years and in the non-application years, a non-competing continuation application will be submitted.</li> <li>• Close-out Report. Every year a Close-out Report is sent to HRSA which contains final expenditures broken down by service categories and percentages. There is \$1,165, 845.74 leftover as an unobligated balance which is about 3%; of that amount, some of the money was carryover. Any supplemental or carryover funds cannot be requested for carry over the next year.</li> </ul>
<b>PSRA – 2019 Client Utilization and Outcome Data</b>	Dr. Hodan Eyow of HAHSTA presented the 2019 Client Utilization and Outcome Data. (available by request).
<b>Standing Committee Updates</b>	<p><b><u>Community Education and Engagement Committee (CEEC) reported by Kaleef M.</u></b></p> <p>Jenne M. had her baby this month, she will be out for several months. Sharon Coker and Derrick Cox will serve as Co-Chairs in her place. The</p>

	<p>Community Listening Session (CLS) for Maryland was postponed and will be rescheduled.</p> <p><b><u>Research and Evaluation Committee (REC) reported by DeMarc H.</u></b>          There was a 100% response rate for the Assessment of the Efficiency of the Administrative Mechanism (AEAM). Since the launch 37 of 39 providers have responded. The committee continues to work on the Needs Assessment.</p> <p><b><u>Comprehensive Planning Committee (CPC) reported by Gerald P.</u></b>          The CPC report mirrored the Recipient's report. They are working on Jurisdictional PSRA meetings for December or January.</p> <p><b><u>Integrated Strategies Committee (ISC) reported by Jennifer Z.</u></b>          The ISC committee has chosen Jane Wallis as new Chair. Leah V. had an idea to allow English language classes under Linguistics. Kaleef reached out to HRSA Project Officer who thought it was a great idea and said that it would fall under Health Education and Risk Reduction category. The committee will recommend this idea moving forward. The committee also continued discussions around a position paper on the Immigrant community throughout the EMA.</p>
<b>Commission Administrative Business – Things to Do</b>	Michael K. noted that since WebEx may not be the most appropriate platform, HAHSTA is looking at other platform options.
<b>Old Business</b>	None
<b>New Business</b>	Michael K. suggested making Ending the Epidemic initiatives an ongoing part of COHAH discussions. Anthony F. stated that Kenneth Pettigrew will shadow/assist Lamont C. and Jennifer Z. with making sure COHAH moves forward until a decision is made how they will fill Kaleef's position.
<b>ANNOUNCEMENTS/OTHER DISCUSSION</b>	
Kaleef discussed this is his last meeting. Multiple members and guests said a few words of appreciation for Kaleef's service and time during his tenure as Government Co-Chair.	
<b>HANDOUTS</b>	
<ul style="list-style-type: none"> <li>• Planning Commission (COHAH) Meeting Agenda, September 24, 2020</li> <li>• Planning Commission (COHAH) Meeting Minutes, August 27, 2020</li> <li>• Monthly Fiscal and Recipient Report (Part A and Part A MAI Funding) Year 29 – Reporting Period: July 2020</li> </ul>	

<b>MEETING ADJOURNED</b>	<b>7:52 PM</b>	<b>NEXT MEETING</b>	<b>THURSDAY, October 29, 2020 6:00pm to 8:00pm ZOOM CONFERENCE AND VIDEO CALL</b>
I, as Planning Commission Government Co-Chair, hereby certify the accuracy of the above minutes:		<b>Signature of:</b> _____ <b>Date:</b> _____	

*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.*

Date the Minutes were approved by the Planning Commission (COHAH):		<b>Ka'leef Stanton Morse, MHS, MBA</b> <b>Government Co-Chair</b>
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