



| Metropolitan Washington Regional Ryan White Planning Council |   |               | Meeting Minutes |
|--|---|---------------|-----------------|
| <b>Standing Committee</b>                                    | <b>Planning Council</b>                               |               |                 |
| <b>Meeting Title - Type</b>                                  | Monthly Meeting                                       |               |                 |
| <b>Date / Time</b>   | September 26, 2013                                    | 5:00pm-8:00pm |                 |
| <b>Location/Room</b>   | 441 4 <sup>th</sup> Street, NW Rm. 1107 Washington DC |               |                 |

| ATTENDEES/ROLL CALL                  |          |        |                                      |          |        |
|--------------------------------------|----------|--------|--------------------------------------|----------|--------|
| Planning Council Members             | Present  | Absent | Planning Council Members             | Present  | Absent |
| Austin, Toby                         | x        |        | Hixon, O. Xavier                     |          | x      |
| Bailey, Steve                        |          | x      | Hoover, David                        | x        |        |
| Bailous, Stephen                     | x        |        | Jackson, Herbert                     | x        |        |
| Bishop, Henry                        | x        |        | Kelly, Renee                         | x        |        |
| Black, Ralph                         | Resigned |        | Marachelian, Alis                    | x        |        |
| Brown, James                         | x        |        | Moore, Tarsha                        |          | x      |
| Callahan, Keith                      | x        |        | Morrow, Lora                         | x        |        |
| Cameron, Martha                      | x        |        | Pilskaya, Anna                       | Resigned |        |
| Cauthen, Melvin                      | x        |        | Purdy, David                         |          | x      |
| Chinn, Barbara                       | x        |        | Roberts-Njoku, Cornett               | x        |        |
| Davis, Reginald                      | Resigned |        | Santirosa, Yolanda                   | Resigned |        |
| Deely, Maureen                       | x        |        | Scheraga, Ronald                     | x        |        |
| Dunnington, Geno                     | x        |        | Schlosberg, Claudia                  |          | x      |
| Fischer, Mark                        | Resigned |        | Scruggs, Linda                       | Resigned |        |
| Fon, Shella                          | x        |        | Smith, E. Robert                     | x        |        |
| Franks-Dunbar, Sharon                |          | x      | Smith, Tyranny                       | x        |        |
| Frazier, Debra                       | x        |        | Solan-Pegler, Nicolette              |          | x      |
| Goforth, Justin                      | x        |        | Spears-Johnson, Dedra                | x        |        |
| Hawkins, Patricia                    | x        |        | Swanda, Ron                          | x        |        |
| Administrative Agent Representatives | Present  | Absent | Administrative Agent Representatives | Present  | Absent |
| Agar, Tim                            | x        |        | Ramey, Devi                          |          | x      |
| Puranik, Rashmi                      |          | x      | Simmons, Michelle                    |          | x      |
| Logistical/Technical Support         |          |        | Logistical/Technical Support         |          |        |
| Harris, Sharron                      | x        |        |                                      |          |        |
| Hargrove, Javonnica                  | x        |        |                                      |          |        |



| HAHSTA Staff     |  | Present              | Absent | PC Staff        |  | Present        | Absent |
|------------------|--|----------------------|--------|-----------------|--|----------------|--------|
| Britanik, Justin |  |                      | x      | Baker, Rochelle |  | x              |        |
| Frison, Lawrence |  |                      | x      | Lament Clark    |  | x              |        |
| Fortune, Ebony   |  | x                    |        |                 |  |                |        |
| Kharfen, Michael |  | x                    |        |                 |  |                |        |
| Guests           |  |                      |        |                 |  |                |        |
| Brandon Nichols  |  | Jackie Dodson        |        | Vaughn Pinkett  |  | Donna Marshall |        |
| Kim Battle       |  | James Devibiss       |        | Kermit Turner   |  | Patricia Wudel |        |
| Anthony Thomas   |  | Juan DeCosta         |        | Ben Maramara    |  | Anthony Peaks  |        |
| Wallace Corbett  |  | Ronald Morgan        |        | Phillip Bailey  |  | Ronald King    |        |
| Patricia Ward    |  | Bobbie Smith         |        | Anthony Avery   |  |                |        |
| Aamna Ali        |  | Cetenia Achim Howard |        | Eileen Thompson |  |                |        |

| HIGHLIGHTS   |
|--|
| <ul style="list-style-type: none"> <li>○ Chair Report</li> <li>○ GY24 Allocations Roll-Up</li> </ul> |

| AGENDA                                    |   |
|---|---|
| Item                                      | Discussion  |
| <b>Public Comment</b>                     | There were no Public Comments.  |
| <b>Call to Order</b>                      | The meeting was called to order by Stephen Bailous, Chair at 5:35 pm and he asked everyone to introduce him or herself for the record.  |
| <b>Review and Approval of the Agenda</b>  | It was moved by Geno Dunnington and seconded by Keith Callahan to approve the agenda.<br>The decision to approve the agenda was unanimous.  |
| <b>Review and Approval of the Minutes</b> | It was moved by Toby Austin and seconded by Barbara Chinn to approve the August 2013 Minutes.<br>The minutes were approved by consensus with 1 abstention and 0 Opposed.  |
| <b>Chair Report</b>                       | <p><b>Code of Conduct Reminder</b><br/>Debra Frazier read out aloud some of the rules within the Code of Conduct as a reminder to Council members and community guests.</p> <p><b>United States Conference on AIDS (USCA) Update</b><br/>Mr. Bailous provided a report on the USCA. Mr. Bailous stated that the conference brought people together to share to address the challenges of HIV/AIDS. There were rich series of sessions on topics such as prevention as well as care. He noted that one of the most important sessions was around the Affordable Care Act (ACA) and Ryan White. They cautioned people to evaluate all of the plans that will be available in the Health Insurance Marketplaces to ensure that their doctors are in the plan and medications are in the formulary. In addition, there are two ways for people that are eligible to claim premium subsidies. The first way is to take the</p> |



subsidy up front and the federal government will pay directly to your insurance plan. The second way is to receive a tax credit on your Federal income tax return. The preferred method is the first one which is to let the government pay directly to your insurance plan.

Debra Frazier stated that there were a number of very good in depth forums and mini workshops held during the conference. She highlighted the most significant forum to her was on Native Americans and the mini-workshop on retraining and reentry into the work force.

**ACA & RW Special Council Meeting**

Mr. Bailous stated that the date for the special council meeting has been changed from Thursday, October 31, 2013 to Wednesday October 30, 2013 from 5:00 pm to 8:00 pm to discuss the Affordable Care Act (ACA) & Ryan White (RW) due to the availability of the panel. An email will be sent in order to solicit questions. Also, more information will come in the following days.

**Application Update on Council Responsibilities**

Barbara Chinn reported that membership application process is beginning now. The committee wants to ensure that all communities are represented. Special recruiting efforts will be made to recruit people that live in counties in Maryland that are not represented on the Council. Ms. Chinn urged current council members, whose terms are about to expire, to complete the application, if they would like to be reconsidered for reappointment. Also, Ms. Chinn asked current board members to propose names.

**Nomination for Community Co-Chair**

Mr. Bailous stated that nominations for Community Co-Chair are still opened. He asked the Council to send nominations to Lamont Clark. Geno Dunnington brought forth Consumer Access Committee nomination to nominate Lora Morrow for Community Co-Chair. Dr. Patricia Hawkins nominated Justin Goforth for Community Co-Chair.

There was a lengthy discussion about the nomination and election procedure and eligibility requirements for Community Co-Chair. Mr. Dunnington proposed that the Council establish a date to open and close nominations and to allow 30 days for candidates to campaign to the community. After the 30 days, the Council will vote on the slate of candidates and these individuals will not be in the room during voting.

**Motion #1:** So moved by Dr. Patricia Hawkins and seconded by Shella Fon to open nominations from now until the next Planning Council meeting and at that time a motion will be made to close nominations and a slate of candidates will be presented and voting will be held at the November meeting.

Ron Scheraga’s concern is that the motion does not allow nominations from the floor at the November meeting. Mr. Scheraga proposed keeping nominations open until elections.



|  |   |
|--|---|
|  | <p><b>VOTE:</b><br/>In Favor-16; Oppose-4; Abstain-4</p> <p><b>THE MOTION PASSES.</b></p> <p><b>Motion #2:</b> So moved by Geno Dunnington and seconded by Debra Frazier that the Council adopts the nominations process to set a timeline to open and close nominations and allow 30 days for candidates to campaign and vote 30 days afterwards for the Community Co-Chair position as policy.</p> <p>Ms. Chinn stated that the Council is doing a disservice by not allowing nominations to be accepted from the floor on the day of elections. Ron Swanda noted that the Council should be careful in changing policies and procedures. He proposed that the Bylaws Committee review other Planning Council's nomination process and provide recommendations to the Metropolitan Washington Regional Ryan White Planning Council at the October 30, 2013 meeting.</p> <p><b>Motion #3:</b> So moved by Ron Swanda and seconded by Dr. Hawkins to table the motion to adopt the nominations process to set a timeline to open and close nominations and allow 30 days for candidates to campaign and vote 30 days afterwards for the Community Co-Chair position as policy.</p> <p>Geno Dunnington agreed to table the motion.</p> <p><b>VOTE:</b><br/>Motion approved by consensus with 3 Opposed and 1 abstention.</p> <p><b>THE MOTION PASSES.</b></p> <p><b>Action Item #1:</b> The Bylaws Committee will review other Planning Council's nomination process and provide recommendations to the Metropolitan Washington Regional Ryan White Planning Council at the October 30, 2013 meeting.</p> <p>In reference to clarifying the eligibility requirements concern, Lora Morrow referenced the policy governing conflicts of interests as stated in the bylaws on page 22. Also, Ms. Morrow stated that the eligibility requirements should be compliance with the D.C. Municipal Regulations. Cornett Roberts-Njoku read excerpts aloud from the bylaws in reference to the Community Co-Chair position as stated in the bylaws on page12.</p> <p><b>Action Item #2:</b> BCA will send bylaws to Council members for review.</p> <p><b>Other Discussions</b></p> <p>Mr. Bailous urged members to pick up a copy of the two resources available tonight; the EPI Report and the New MSN Report. He highlighted that the report indicates that new AIDS cases are going down and that 69% of clients in the District are virally suppressed.</p> <p>In reference to the Part A Application for Grant Year 24, Mr. Bailous stated that the</p> |
|--|---|



|                              |   |
|------------------------------|---|
|                              | <p>grant writer has completed the first draft, and a page turner meeting was held earlier today. The application is due October 9, 2013 and HAHSTA expect to receive the same score as last year, which was 97 or a better score. Also, he noted that BCA sent the grant writer documents, such as summaries of the feedback from the Consumer Town hall meetings for incorporation in the application.</p> <p>Ms. Frazier requested another meeting with the grant writer so that people will have an opportunity to share their stories for the application. Mr. Bailous instructed people to send their stories to BCA and he would forward the meeting request.</p>   |
| <p><b>Grantee Report</b></p> | <p><b>Monthly Report</b></p> <p><b>HRSA Award</b><br/>         Ebony Fortune reported that the final award from HRSA is \$29.9 million which is approximately 4% less than the previous year's award of \$31 million. All of the jurisdictions within the EMA have been awarded GY 23 funds through continuations or new grant awards.</p> <p><b>Carryover Request</b><br/>         Ms. Fortune reported that Council's Carryover Request was submitted to HRSA on August 23, 103. It is now under review by HRSA.</p> <p><b>District of Columbia Final Awards</b><br/>         Ms. Fortune discussed pending final awards for the District of Colombia, as per the summary handout distributed to Council members as they signed in. She explained each column on the document. Notes were provided in order to help members understand the column "Part A Difference". In summary, all of the Part A funds has been awarded and any service category under awarded is being absorbed under Part B.</p> <p>Dr. Hawkins asked for an explanation as to why the amounts listed in the column "Part A Allocations" did not agree with the FOAC report dated 8/21/2013. Her other concern was that Mr. Frison informed the Executive Committee that a column showing Part B Funds would be shown on the document as well as a column comparing last year allocations. In response to Dr. Hawkins concern, Ms. Fortune stated that HAHSTA looked at the new grant award and applied the same percentage that the Planning Council used for allocations for the service category. Ms. Fortunate noted that the document presented tonight only includes DC's portion, and not Off-The-Top funding, MAI or any other jurisdiction, and the 4% reduction is across the EMA. Upon further review of the document, Dr. Hawkins noted that there is a 2% increase in Primary Medical and a 2% reduction in support services and the Council did not vote on this.</p> <p>Alis Marachelian raised a concern about Part A funds for the Medical Homes model. Her understanding was that providers would receive funding for primary medical care and partner with other organizations to provide support services. However, providers received less funds than planned and some agencies are not partnering with other providers to provide support services. So, she is really concerned about</p> |



|  |  |
|--|--|
|  | <p>the continuity of health for individuals. In response to Ms. Marachelian, Michael Kharfen stated that HAHSTA could not accommodate the \$17 million requests for funding. However, HAHSTA informed agencies that received funding that HAHSTA is committed to the Medical Homes model for coordinated care for their clients. Some organization may have had to drop portions of what they had proposed while others did not. Ms. Fortune ensured the Council that services are not being discontinued. Mr. Kharfen added that medical case managers and primary medical providers will work with individuals to coordinate care. In response to Debra Frazier and Ms. Marachelian’s concern was how HAHSTA will hold providers accountable, Mr. Kharfen stated that there will be performance measure to demonstrate contribution to care. Dr. Hawkins raised concerns that a transition plan was not implemented therefore, consumers may not know where to go for services.</p> <p><b>Jurisdictional Report</b><br/>Ms. Fortune reported that, on Wednesday, HAHSTA conducted a site visit in West Virginia and services are being delivered.</p> <p><b>Update Part A Application for Grant year 24</b><br/>Ms. Fortune did not provide a report since Mr. Bailous provided an update earlier.</p> <p><b>CAREWare Utilization in DC</b><br/>A report was not provided.</p> <p><b>Other Discussion</b><br/>David Hoover mentioned that he heard on NPR that when people go into the DC Health Insurance Marketplace they cannot determine whether or not they are eligible for Medicaid. Also, the Task Force to address issues such as the implication of the ACA will start meeting in October, and he urged people to provide the task force with needed information.</p> <p>In response to Mr. Dunnington’s concern about consumers not having an EMA-Wide Resource guide, Mr. Kharfen stated that HASTA is working on the guide.</p> |
| <p><b>Comprehensive Plan Status Report</b></p> | <p>Sharron Harris reported that she and her team began updating the Comprehensive Work Plan Progress Report to note work that has been completed or is in progress. Rochelle Baker and Lamont Clark are working with the Grantee to update the Progress Report. The report will be submitted to the Executive Committee at the October meeting for review and the full Council. Mr. Bailous noted that tasks in the document will be incorporated into committee work plans and the Part A Application.</p>  |
| <p><b>Motions</b></p>                          | <p>Mr. Bailous stated that the motion in the binder originating from the Consumer Access committee is in the process of being revised by Geno Dunnington and Nicolette Solan-Pegler and it is not ready for a vote tonight. The motion will be reintroduced to the Executive Committee at the next meeting and it will be brought back to the Council for a vote.</p> <p>Dr. Hawkins noted that she agreed to table a motion brought forth to the Executive Committee by CSCS pending information that was supposed to be presented</p>  |



|  |   |
|--|---|
|  | <p>tonight that was not presented. Based on the information presented, the Council still does not know how much money is awarded. The Council needs to ensure that the awards match the allocations and if there was reprogramming, the Council needs to approve the reprogramming.</p>   |
| <p><b>Jurisdictional Reports</b></p>                   | <p><b>Suburban Maryland</b><br/>Mr. Bailous directed the Committee to review Suburban Maryland’s Report in the binder.</p> <p><b>Northern VA</b><br/>Mr. Bailous directed the Committee to review Northern Virginia’s Report in the binder. Mr. Agar noted that he did not have any additions to the report.</p>  |
| <p><b>Standing Committee Minutes &amp; Updates</b></p> | <p><b>Bylaws, Policies &amp; Procedures</b><br/>Cornett Roberts reported that the committee had yielded its meeting slot to the PSRA Directives workgroup and had not been meeting. The committee will start meeting again in order to complete assignments and the next meeting will be held on October 10th. They will discuss the frequency of the committee meetings. The committee later agreed to meet in a joint session with the Membership Committee on October 8, 2013.</p> <p><b>Membership</b><br/>Ms. Chinn added to her earlier report this evening that the Council is recruiting Transgender individuals to serve on the Council. Also, the committee’s meetings dates and time has changed. Meetings will be held on the 2<sup>nd</sup> Tuesday in every month from 4:30 pm to 6:30 pm.</p> <p><b>Consumer Access</b><br/>Mr. Dunnington announced that Keith Callahan has been appointed Co-Chair of Consumer Access. Together they will work to ensure that meetings are held in all jurisdictions.</p> <p><b>Needs Assessment &amp; Comprehensive Planning</b><br/>Ron Swanda reported that the committee did not meet this month. The next meeting will be held on October 8, 2013. The committee’s main project is to develop a survey on 100,000 HIV positive individuals.</p> <p><b>Care Strategies and Coordination of Standards (CSCS)</b><br/>Dr. Hawkins reported that the committee is working on revising case management standards across classifications. Justin Goforth has interns working on the standards. Also, she would like to receive ongoing updates on Virginia in reference to implementation of the ACA.</p> <p><b>Fiscal Oversight &amp; Allocations (FOAC)</b><br/>Lora Morrow reported that, at the last meeting, the committee discussed the AEAM questions. The next meeting is changed to October 24<sup>th</sup>.</p> |
| <p><b>2013 Planning Council Meeting Calendar</b></p>   | <p>Mr. Bailous reminded the committee that calendars are located in the back of the binder. Mr. Bailous stated that he will work with Geno about the jurisdictions meeting and the calendar will be updated. He advised the committee to pay attention to the reminder notices as meetings are subject to change.</p>   |



|                         |   |
|-------------------------|---|
| <b>Other Discussion</b> | In response to Mr. Dunnington questions about whether data in the Annual Surveillance Report is the same EPI data presented during the PSRA, Mr. Bailous stated that the data in the Annual Report is new data. In response to Mr. Dunnington concern about data in the application, Mr. Bailous stated that the reviewer will read all data and data set citations will be included in the application to help the reader identify the source. |
|-------------------------|---|

**ANNOUNCEMENTS**

- Dr. Hawkins announced that Medical Marijuana in the District is now up and running. There are about 50 HIV patients receiving it. Capitol City Care is one of the dispensaries. The community should be aware of two scams. In one scam, con artists are calling people and telling them if they want medical marijuana to pay a doctor \$1, 000. In another scam, the con artists are stating that are selling medical marijuana on the streets.
- Debra Frazier announced that The Office of the Tenant Advocate will hold a Tenant Summit on Saturday, September 28, 2013 at Kellogg Conference Center located at Gallaudet University from 8:00am to 5:00pm.
- Ron Swanda announced that tomorrow a workshop on seniors and HIV will be held at the Martin Luther King Library at 9:30 am.

**HANDOUTS**

Agenda dated 9/26/2013  
 Minutes dated 8/29/2013  
 FOAC Spreadsheet  
 Grantee/DC Fiscal Report  
 Handout – District of Columbia Part A Pending Allocations  
 Presentation: GY24 Allocations Roll-Up  
 District of Columbia Utilization Report  
 NOVA FOAC MAI Report through July 31, 2013  
 NOVA FOAC Part A Report through July 31, 2013  
 NOVA Monthly Client Service Summary through July 31, 2013  
 Suburban Maryland Regular and MAI FOAC Report through July 31, 2013  
 Suburban Maryland Actual Expenses Incurred through June 30, 2013  
 Suburban Maryland – Regular Actual Expenses Incurred through July 31, 2013  
 September 2013 Standing Committee Minutes  
 September - December 2013 Planning Council Calendars

**ACTION ITEMS – Open**

| #  | Item  | Assigned To           | Date Assigned | Due Date   | Status |
|----|---|-----------------------|---------------|------------|--------|
| 1. | The Bylaws Committee will review other Planning Council’s nomination process and provide recommendations to the Metropolitan Washington Regional Ryan White Planning Council at the October 30, 2013 meeting. | Cornett Roberts-Njoku | 9/26/2013     | 10/30/2013 | Open   |





|   |  |                               |           |      |                     |
|---|--|-------------------------------|-----------|------|---------------------|
| 2 | Send bylaws to Council members for review. | BCA, Logistical Support Staff | 9/26/2013 | ASAP | Completed 9/27/2013 |
|---|--|-------------------------------|-----------|------|---------------------|

| MOTIONS |  |                      |                    |  |
|---------|--|----------------------|--------------------|--|
| #       | Motion   | Motioned By          | 2 <sup>nd</sup> By | Approved By  |
| 1       | So moved to open nominations from now until the next Planning Council meeting and at that time a motion will be made to close nominations and a slate of candidates will be presented and voting will be held at the November meeting. | Dr. Patricia Hawkins | Shella Fon         | <b>VOTE:</b><br>In Favor-16; Oppose-4; Abstain-4<br><b>THE MOTION PASSES</b>                             |
| 2       | So moved that the Council adopts the nominations process to set a timeline to open and close nominations and allow 30 days for candidates to campaign and vote 30 days afterwards for the Community Co-Chair position as policy.       | Geno Dunnington      | Debra Frazier      | <b>THE MOTION TABLED</b>   |
| 3       | So moved to table the motion to adopt the nominations process to set a timeline to open and close nominations and allow 30 days for candidates to campaign and vote 30 days afterwards for the Community Co-Chair position as policy.  | Ron Swanda           | Dr. Hawkins        | <b>VOTE:</b><br>Motion approved by consensus with 3 Opposed and 1 abstention<br><b>THE MOTION PASSES</b> |

|                          |  |
|--------------------------|--|
| <b>MEETING ADJOURNED</b> | 7:45 pm  |
| <b>NEXT MEETING</b>      | October 30, 2013 at 5:00 pm<br><b>Location:</b><br>441 4 <sup>th</sup> Street, NW<br>Rm. 1107<br>Washington, DC. 20001 |