



Metropolitan Washington Regional Ryan White Planning Council			Meeting Minutes
Standing Committee	Planning Council		
Meeting Title - Type	Monthly Meeting		
Date / Time	October 25, 2012	5:00pm-8:00pm	
Location/Room	441 4 th Street, NW Rm. 1107 Washington DC		

ATTENDEES/ROLL CALL					
Planning Council Members	Present	Absent	Planning Council Members	Present	Absent
Bailey, Steve	x		Hixon, O. Xavier	x	
Bailous, Stephen	x		Hoover, David		EA
Bishop, Henry	x		Jackson, Herbert	x	
Black, Ralph	x		Kelly, Renee	x	
Blackmon, Alexis		x	Marachelian, Alis	x	
Brown, James	x		Moore, Tarsha	x	
Callahan, Keith	x		Pilskaya, Anna		x
Cameron, Martha	x		Purdy, David	x	
Cauthen, Melvin	x		Roberts-Njoku, Cornett	x	
Chinn, Barbara	x		Santiroso, Yolanda	x	
Davis, Reginald	x		Scheraga, Ronald	x	
Deely, Maureen		EA	Scruggs, Linda		x
Dunnington, Geno	x		Solan-Pegler, Nicolette	x	
Fischer, Mark	x		Smith, E. Robert	x	
Fon, Shella	x		Smith, Tyranny		x
Franks-Dunbar, Sharon	x		Spears-Johnson, Dedra	x	
Frazier, Debra	x		Swanda, Ron		x
Hawkins, Patricia	x				
Administrative Agent Representatives	Present	Absent	Administrative Agent Representatives	Present	Absent
Agar, Tim	x		Ramey, Devi	x	
Khalil, Amelia	x		Simmons, Michelle		x
Puranik, Rashmi		x			
Logistical/Technical Support			Logistical/Technical Support		
Harris, Sharron - BCA	x		Weatherspoon, Octavia - BCA	x	
Hargrove, Javonnica - BCA	x				
HAHSTA Staff	Present	Absent	PC Staff	Present	Absent
Freehill, Gunther	x		Babb, Donald		EA
Pappas, Gregory	x				



Guests			
Phillip Bailey	Bobbie Smith	Rebekah Horowitz	Kim Battle
Jan-Hendrick Van Leeuwen	Brandon Nichols	Joseph Henson	Terry Davis
Wallace Corbett	Marshall Rountree	Mohammed Qureshi	Gadon Barrow
Ronald Morgan	Ronald Carswell	Ronhila Zakirova	
Darryl Perry	Anthony Avery	Lora Morrow	

HIGHLIGHTS
<ul style="list-style-type: none"> ○ PC Chair Report ○ Grantee and Administrative Agency Reports ○ Motion: Suburban Maryland Reprogramming request ○ Presentation on Medical Homes

AGENDA	
Item	Discussion
Public Comment	<p>Darryl Perry announced that the “3rd World AIDS Day Symposium” will be held on December 1, 2012 from 10:00 am until 2:00 pm at the Silver Spring Civic Center at Veterans Place. This event is sponsored by the Montgomery County Alumnae Delta Sigma Theta chapter.</p> <p>Wallace Corbett announced that history of HIV/AIDS in the District of Columbia from 1983 to 2012 will be depicted in an exhibit from December 3, 2012 until January 3, 2013 at the Martin Luther King Jr. Memorial Library Public Library, 901 G Street, NW. Fifty new people are being added to the exhibit.</p> <p>In addition, Mr. Corbett announced that the Annual Toy Drive will be held on December 8, 2012 at the Metropolitan Community Church. Toys are needed for children between the ages of 3 and 17 and people as well as organizations are encouraged to donate. Please inform Mr. Corbett as soon as possible your participation in this event.</p>
Call to Order	The meeting was called to order by Stephen Bailous, Chair, at 5:40pm
Review and Approval of the Agenda	<p>It was moved by James Brown and 2nd by Barbara Chinn to approve the Agenda. The Agenda was approved by consensus.</p> <p>In addition, Reginald Davis noted that materials were received yesterday. He suggested that members receive supporting materials more than one day before the meeting in order to provide sufficient time for review.</p>
Review and Approval of the Minutes	<p>It was moved by Keith Callahan and 2nd by Geno Dunnington to approve the September 2012 Minutes.</p> <p>The Minutes were approved by consensus.</p>



<p style="text-align: center;">Chair Report</p>	<p>Planning Council Team Building Retreat</p> <p>Stephen Bailous, Chair, thanked all of the members that were in attendance at Planning Council Retreat that was held on October 5, 2012. He mentioned that members that could not attend were missed. In addition, he apologized to the Administrative Agents and HAHSTA staff for receiving the late invitation for the retreat. In summary, there were discussions about how to work as a planning body. Ideas and suggestions surfaced about how to work better. Mr. Bailous turned over the discussion to members that attended the retreat for their comments. David Purdy stated that the retreat provided an opportunity to share with each other, including personal stories. Members vowed to share any ideas or issues that surfaced with people who did not attend. Ronald Scheraga stated that the retreat was well organized and it brought people closer. Debra Frazier stated that one of the highlights for her was the informal resolution for the mentoring peer partnership that has been discussed for a long time. Yolanda Santirosa suggested that planning for the next retreat should consider working member, so that they are given the opportunity to attend.</p> <p>Letter of Assurance</p> <p>Mr. Bailous turned the committee’s attention to the Letter of Assurance located under Tab 2 in the binder. He explained that this is a copy of the letter that was sent along with the GY23 Part A Application to Health Resources and Services Administration (HRSA).</p> <p>Planning Council Goals and Objectives of Committee Work Planning</p> <p>Mr. Bailous stated that discussions about the goals and objectives of the Planning Council were begun at the retreat. An Executive Retreat is being planned in order to discuss the goals and objectives more in detail.</p> <p>Announcement –Letters of Appreciation</p> <p>Mr. Bailous stated that the Letters of Appreciation on behalf of the Planning Council for Thaddeus Abbott and Bengie Hair have been written and they will be mailed tomorrow.</p>
<p style="text-align: center;">Grantee Report</p>	<p>Grantee Report</p> <p><i>Part A Application</i> - Gunther Freehill reported that the GY23 Part A Application was submitted early this week and he thanked the Planning Council for their efforts. Mr. Freehill noted that he not expecting to hear from HRSA until February 2013. HAHSTA plans to proceed on flat funding basis until they hear different.</p> <p><i>Election Impact</i> – Mr. Freehill noted that a lot of events will happen over the next two weeks as it relates to funding. HAHSTA is taking sufficient efforts to plan for any impacts that may happen.</p> <p><i>Carryover Funds</i> – Mr. Freehill reported that the issue with the carryover funds has not been resolved. Approximately \$450,000 for carryover funds for Ryan White Part A and also approximately \$450,000 for MAI was requested. Mr. Freehill received a request for additional information and he will respond tomorrow. However, the approval appears to be positive. Mr. Corbett asked at what point in</p>



	<p>the life cycle of the grant is unspent funds becomes unusable. Mr. Freehill stated if accounting is done correctly, funds are always useful. He explained funds for this year can be swapped for next year.</p> <p><i>Personnel Items</i> – Mr. Freehill stated that there are many events occurring in the District in reference to personnel items. As a result, the Planning Council Support Staff position has been put aside for now, however he intends to bring it forth. Dr. Gregory Pappas added that strategically HAHST is not pushing this position due to the realignment process taking place in the department. Therefore, it is better for the process to be completed before going forward. Mr. Corbett asked about the whereabouts of the Planning Council staff already hired. Mr. Bailous noted that Donald Babb was sick and asked to be excused.</p> <p><i>Calendar Issues</i> – Mr. Freehill noted that FOAC/Executive and Planning Council Committee meetings in November are problematic for HAHSTA staff and they will figure out how to resolve it. Nevertheless, the requested report for EMA-Wide EIS program will be ready.</p> <p>DC Fiscal Report Mr. Freehill reported that it was decided to defer the release of the Request for Application (RFA) for the year that starts the first of March due to the very complicated questions associated with the implementation of medical homes. It is expected to have an RFA released close to the beginning of 2013 for implementation for GY23 in September or October.</p> <p>In reference to DC fiscal narrative report, Attachment 2: Implementation (Invoices), page 9, Nicolette Solan-Pegler raised a concern as to whether Category 22: Medical Transportation Services-MAI EMA-Wide was funded. Mr. Freehill stated that the category has been funded from the time when the report was written.</p> <p>DC ADAP Update Mr. Freehill reported that ADAP is in a fairly stable state for the number of pharmacies. There are 21 pharmacies in the network. As of last week, the HIV/AIDS Drug Advisory committee recommended adding Stribild, a drug from Gilead to the formulary. It should be posted to the registry a week from tomorrow. Once it is posted, it can be paid for with ADAP funds. Mr. Dunnington mentioned that he knew of a consumer that was not able to get his medication through the ADAP network. Mr. Freehill advised Mr. Dunnington to contact him directly anytime when a consumer is falling out of drugs.</p>
<p>Jurisdictional Reports</p>	<p>Northern VA No additions were made to the Northern Virginia narrative provided in the Planning Council documents. No questions were asked. Mr. Callahan along with the Planning Council expressed their appreciation for Amelia Khalil’s work as she has accepted another job and will no longer be working with the Council. Mr. Callahan added that they enjoyed working with her.</p>



	<p>Suburban Maryland</p> <p>No additions were made to the Suburban Maryland fiscal narrative provided in the Planning Council documents. No questions were asked.</p>
<p>Motions</p>	<p>Suburban Maryland Reprogramming Request</p> <p>Motion #1: Mark Fischer brought forth the Suburban Maryland Reprogramming request as moved by the Executive Committee. The Executive Committee moved and Mr. Purdy seconded to approve Suburban Maryland’s Reprogramming Request. As stated on the motion form, the purpose of the reprogramming is to reallocate the unawarded \$68,096 from Early Intervention Services (EIS) (to service categories indicate in #1 on the motion form) effective November 1, 2012 to ensure effective use of the funds by the end of the grant year.</p> <p>There was discussion on when EIS funds will be available for use as well as whether \$68,096 was in the budget.</p> <p>Mr. Bailous call the question.</p> <p>VOTE: In Favor – 22; Oppose-1; Abstain -1 THE MOTION IS PASSED.</p> <p>Food Bank</p> <p>Bobbie Smith reported the Food Banks have been overwhelmed and as a result the food that is given is not enough and it is not safe to eat. Ms. Smith asked if the Planning Council could take into consideration the use of Emergency Food Vouchers. Mr. Fischer and other members suggested that the Grantee assess the problem and report back to the committee. Mr. Freehill noted that they would look into the food safety issue and suggested that the Planning Council review all unspent emergency funds.</p> <p>Motion #2: So moved by Mr. Fischer and seconded by Mr. Purdy for the Planning Council to authorize the Executive Committee to approve reallocation of up to \$50,000 for EMA-Wide food vouchers to address the immediate emergency food need.</p> <p>The committee debated the amount; \$50,000 versus \$100,000. It was decided to reallocate up to \$50,000. Also, a few members raised concerns as to whether reallocation of funds will solve the problem. While other members suggested that the Planning Counsel may need to provide alternate temporary services for people to get food such as the distribution of food cards. Dedra Spears-Johnson made a recommendation that the Planning Council look into a way for clients to go to an agency to get food cards even if they do not have a case manager.</p>



	<p>Mr. Bailous call the question.</p> <p>VOTE: In Favor – 17; Oppose-5; Abstain -1</p> <p>THE MOTION IS PASSED.</p>
<p>Presentation on Medical Homes</p>	<p>Dr. Pappas provided a presentation on Medical Homes. The presentation focused on the following:</p> <ul style="list-style-type: none"> • The convergence of HIV care and health reform • Current issues for care for HIV, review the Gardner Continuum for DC • Begin to explain why DC has problems suppressing viral load • Patient Centered Medical Home • Role of the CBO • The way forward <p>Planning Council members requested a copy of the presentation.</p> <p>Action Item #1: The Logistical Support team will request and obtain a copy of the presentation for distribution to the Planning Council members as well as Community members.</p>
<p>Standing Committee Minutes & Updates</p>	<p>Mr. Bailous noted that committee minutes are under Tab 10 in the binders. He noted that committees have been meeting and doing work.</p>
<p>November & December 2012 Calendars</p>	<p>Mr. Bailous pointed out that the November and December 2012 calendars are located in the back of the binders. Mr. Fischer urged members to review the calendars as meetings have been moved around due to the holidays.</p>
<p>ANNOUNCEMENTS</p>	
<ul style="list-style-type: none"> • Mr. Dunnington announced that the November and December Consumer Access meeting will combine the DC, MD and VA PWA meetings. The November Consumer Access meeting will be held on November 8, 2012. There will be a presentation at this meeting. Please refer to the calendar for the date for the December meeting. • Mr. Freehill announced that the film “How to Survive a Plague” is showing at the E Street Cinema for a limited short time. The file is a documentary about the early days of HIV. 	
<p>HANDOUTS</p>	
<p>Agenda dated 10/25/2012 Minutes dated 9/27/2012 Letter of Assurance Grantee/DC Fiscal Report EMA-Wide and Jurisdictional FOAC Reports through August 2012 NOVA FOAC MAI Report through August 31, 2012 NOVA FOAC Part A Report through August 31, 2012 Suburban Maryland Regular and MAI FOAC Report through August 31, 2012 Suburban Maryland Actual Expenses Incurred through August 31, 2012 Motion: Suburban Maryland Reprogramming Request Form ADAP Pharmacy Directory – as of 9/11/2012 Standing Committee Minutes</p>	



November and December 2012 Planning Council Calendar					
ACTION ITEMS – Open					
#	Item	Assigned To	Date Assigned	Due Date	Status
1	Request a copy of Dr. Pappas Presentation on medical homes for distribution to Planning Council members as well as Community members.	BCA	10/25/2012	ASAP	Open

MOTIONS				
#	Motion	Motioned By	2 nd By	Approved By
1.	So moved to approve Suburban Maryland’s Reprogramming Request.	Executive Committee	David Purdy	In Favor – 22; Oppose-1; Abstain -1 THE MOTION IS PASSED.
2.	So moved for the Planning Council to authorize the Executive Committee to approve reallocation of up to \$50,000 for EMA-Wide food vouchers to address the immediate emergency food need.	Mark Fischer	David Purdy	In Favor – 17; Oppose-5; Abstain -1 THE MOTION IS PASSED.

MEETING ADJOURNED	7:55 pm
NEXT MEETING	November 15 at 5:15 pm Location: 441 4 th Street, NW Rm. 1107 Washington, DC. 20001