



Metropolitan Washington Regional Ryan White Planning Council			Meeting Minutes
Standing Committee	Planning Council		
Meeting Title - Type	Monthly Meeting		
Date / Time	May 23, 2013	5:00 pm-8:00 pm	
Location/Room	441 4 th 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		x	Santirosa, Yolanda		x
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		Sesay, Isatu - BCA	x	
Hargrove, Javonnica - BCA	x		Weatherspoon, Octavia - BCA	x	
Newman, Sherryl - BCA	x				
HAHSTA Staff	Present	Absent	PC Staff	Present	Absent
Freehill, Gunther	x		Babb, Donald		x



Pappas, Gregory	x			
Jenevieve Opoku	x			
Guests				
Brandon Nichols	Ben Maramara	Oleen Thompson	Phillip Bailey	
Bobbie Smith	Camilla Stanley	Anthony Avery	Donna Marshall	
Che Smith	Toya Tolsen	Leslie Demus		
Ben Takai	Juan DeCosta	Marshall Rountree		

HIGHLIGHTS
<ul style="list-style-type: none"> ○ Chair Report ○ Grantee Report ○ Presentation: Epidemiology of HIV/AIDS in Washington, DC EMA: EMA-Wide Data ○ Presentation: 2013 Needs Assessment

AGENDA	
Item	Discussion
Call to Order	The meeting was called to order by Stephen Bailous, Chair at 5:30 pm and he asked everyone to introduce him or herself for the record.
Public Comments	There were no public comments.
Review and Approval of the Agenda	It was moved by Keith Callahan and 2 nd by Sharron Frank-Dunbar to approve the agenda. The agenda was approved by consensus.
Review and Approval of the Minutes	It was moved by James Brown and 2 nd by Barbara Chinn to approve the April 2013 Minutes. The minutes were approved by consensus with 1 abstention.
Chair Report	<p>Planning Council Brochure Mr. Bailous reviewed the electronic draft Planning Council Brochure with the committee, and he stated that Logistical Support will send an electronic copy of the document to all members. He explained that the brochure is a bi-fold design. As to its size, the bi-fold brochure is printed on 8.5" by 14" paper. Mr. Bailous asked the committee to review the document and convey any errors, corrections, and suggestions they want in the document by May 31, 2013 to Logistical Support so that changes can be incorporated, if necessary. Once the document is updated it will be published and made available to the community.</p> <p>Motion:GY22 Carryover Funding Mr. Bailous brought the motion "To obtain approval from the Planning Council to authorize the Executive Committee to make the decision related to the use of GY 22 Carryover funds" forward on behalf of the Executive Committee. The motion is to authorize the Executive Committee to make the decision on behalf of the Planning Council for how GY22 Carryover funds will be utilized based on input from the committees. Each committee is asked to place Carryover funds on their agenda in</p>



	<p>an effort to provide recommendations to the FOAC. Planning Council input will be in the form of Committee recommendations to the FOAC. FOAC will then forward recommendations that are feasible based on expenditure and utilization data to the full Executive Committee. He stated that the purpose of the motion is to make sure that the Grantee is given clear guidance on how the Planning Council wishes to use GY22 carryover funds. Lora Morrow was concerned about the impact of Fiscal Oversight’s responsibility on this motion. Mr. Bailous and other committee chairs explained that the motion is written to include Fiscal Oversight in that this committee will review the other committees’ recommendations and provide recommendations the Executive Committee for final approval. Debra Frazier questioned the timing and the exact dollar amount of the GY22 carryover funds. Gunther Freehill stated that as far as the timing, the Federal Financial Report (FFR) is scheduled to be completed by the end of June, so a decision as to how carryover funds will be spent will need occur before or at that time. In response to Ms. Frazier’s question about the exact dollar amount, Mr. Freehill stated that as of today, it is expected that the Part A program will be underspent by \$178,000 and the Minority AIDS Initiative (MAI) program will be underspent by \$254,000. Mr. Freehill added that the full allocation for this year has not been received yet; therefore, the Council should start thinking about the shortfall. Also, he discussed ADAP funds.</p> <p>Motion #1: So moved to authorize the Executive Committee to make the decision on behalf of the Planning Council for how GY22 Carryover funds will be utilized based on input from the committees.</p> <p>Mr. Bailous called the question.</p> <p>VOTE: In Favor-16; Oppose-5; Abstain-0 THE MOTION IS PASSED.</p> <p>Open Nomination for Community Co-chair Mr. Bailous reminded the committee that Mark Fischer resigned, and he would like to have another Community Co-Chair. He stated that there are documents in Tab 2 in the binder that explains the nomination process and a description for the Community Co-Chair. He asked all members to read the documents and to begin thinking about nominating a colleague or self-nominating. Ms. Frazier asked if a chair has been selected for the Bylaws Committee. Mr. Bailous stated that Cornett Roberts-Njoku has agreed to chair the Bylaws Committee and the Council welcomed her to the position.</p>
<p>Grantee Report</p>	<p>GY 22 Part A Mr. Freehill noted he discussed GY 22 Part A during the discussion about the motion.</p> <p>GY 23 Part A Mr. Gunther Freehill stated that the notice of grant award has not been received.</p>



	<p>Based on what Mr. Freehill knows, it appears that the Obama administration is looking at a 5.2% reduction across the board.</p> <p>He reviewed the following documents with the committee:</p> <ul style="list-style-type: none"> ▪ Health Resources and Services administration Sequestration Operating Plan for FY2013; this is the budget ▪ NASTAD FY2014 Appropriations for Federal HIV, Hepatitis, and STD Programs ▪ Centers for Disease Control and Prevention FY 2013 Full Year CR Operating Plan <p>In reference to the budget, Mr. Freehill pointed out the HIV/AIDS specific implementation plan on page 3. He noted that federal fiscal years are numbered differently. For example, FY 2012 Actual is for twelve months beginning in October 2011, and just concluded. FY 2013 is for twelve months beginning in October 2012, and it is actually the funding for the Council’s current year, although the Council’s grant started on March 1st. Mr. Freehill noted that it appears that there are about \$13 million dollars in ADAP funds that have been eliminated entirely.</p> <p>In reference to the FY2014 Appropriations for Federal HIV, Hepatitis, and STD Programs, this is a snap shot of this year and last year. Mr. Freehill stated that he wants people to understand that for the year that just ended; GY22, there were excess funds that will not be available this year.</p> <p>GY23 Part B</p> <p>Also, Mr. Freehill reminded the committee that he reported at a previous Council meeting that there was a change in the formula, and as result, HRSA informed HAHSTA to expect a reduction in the award for DC and possibly MD. He does not expect any adverse impact on ADAP.</p>
<p style="text-align: center;">Presentation</p>	<p>Emily Gantz McKay provided a presentation on the Epidemiology of HIV/AIDS in Washington, DC EMA-Wide. She thanked Jenevieve Opoku from HAHSTA Surveillance Unit in assisting in preparing the presentation. The focus of the presentation was on the question: “What is the epidemiology of HIV disease in the EMA and how is it changing”? The topics covered were as follows:</p> <ol style="list-style-type: none"> 1 How many people are living with HIV (HIV/not-AIDS and AIDS) in the EMA overall and by jurisdiction, and what are their characteristics? 2 What changes are occurring in the population with HIV? 3 What are the differences in characteristics between people living with HIV/not AIDS and people living with AIDS? 4 What about co-morbidities? 5 How large is the HIV-positive/unaware population in the EMA? The population of people who know their status and are not in care? 6 What are we accomplishing with testing, linkage to care, and treatment? 7 What are the implications for service priorities and allocations? <p>A brief summary of the main points in the presentation is given below :</p>

	<ul style="list-style-type: none"> ▪ PLWH in the DC EMA continue to be largely people of color (80%), especially African Americans (69%); Blacks are 75% of newly diagnosed AIDS cases ▪ The number of new AIDS diagnoses is decreasing; trends in HIV/not AIDS are not clear ▪ The most common exposure category remains MSM except in Maryland, where heterosexual transmission is higher and the proportion of women is greatest ▪ Fewer IDUs are being diagnosed ▪ Peri-natal exposure is now infrequent, but PLWH infected at birth are becoming young adults ▪ With improved linkage to care and treatments, people are being diagnosed with AIDS when older and are living much longer – 39% of PLWH are 50 or older ▪ PLWH have very high rates of STDs, TB and Hepatitis B and C than the general population - & the STD rates demonstrate that diagnosed PLWH continue to engage in unprotected sex ▪ Treatment cascades (despite their limitations) indicate that most PLWH are linked to care after diagnosis, but retention rates for recently diagnosed are below 40% throughout the EMA, and rates of viral suppression exceed 25% in only one jurisdiction. <p>The implications for service priorities and allocation are as follows:</p> <p>The demand for HIV services will increase if the EMA is successful in testing and in linking to care both newly diagnosed people and individuals with unmet need</p> <ul style="list-style-type: none"> ▪ Up to 50% of PLWH in the EMA may be out of care, and at least 7,500-10,000 more are unaware of their status ▪ The proportion of late testers is decreasing ▪ All jurisdictions are focusing on testing and linkage to and retention in care, to help PLWH reach viral suppression <p>The continuum of HIV services will need to change to reflect the changing client population, with particular attention to strategies for:</p> <ul style="list-style-type: none"> ▪ Retaining PLWHA in care and helping them reach viral suppression ▪ Providing appropriate services for older PLWHA ▪ Increasing linkage to and retention in care and viral suppression for populations such as transgenders, youth,, Hispanics, and the foreign born, including Africans <p>Ms. McKay provided the 2013 Needs Assessment presentation immediately following Epidemiology Data presentation. The topics covered in this presentation were as follows:</p> <ul style="list-style-type: none"> ▪ Overview ▪ Perceived Service Needs, Gaps, and Barriers to Care
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	<ul style="list-style-type: none"> ▪ Ability of Current Continuum of Care to Meet Needs ▪ What the Data Tell Use: Conclusions and Implications <p>The presentation excluded epidemiology data and most client utilization data since it was presented earlier.</p> <p>A brief summary of the main points in the presentation is given below:</p> <ul style="list-style-type: none"> ▪ The HIV epidemic continues to change and to vary by jurisdiction ▪ PLWH in all 4 jurisdictions typically have access to essential services, but not necessarily to all needed services ▪ Challenges will increase during the transition to health care reform ▪ Some PLWH populations face particular barriers and challenges in obtaining appropriate care – which negatively affects linkage, retention, and adherence ▪ Health care reform will affect each jurisdiction differently, but all PLWH will be affected <p>In addition, the implications for Priority Setting and Resource Allocations (PSRA) decisions needed as well as for planning and analysis is as follows:</p> <p>Implications for PSRA Decisions Needed:</p> <ul style="list-style-type: none"> ▪ Revise priorities & allocations where there is agreement on the need for specific changes ▪ Improve access to appropriate care for special populations ▪ Continue the focus on ensuring rapid linkage and full connection to care ▪ Become more engaged in planning for health homes and coordination of care under health care reform ▪ Prepare for transitions that ensure PLWH make transitions successfully, with continuity of care and access to appropriate services <p>Implications for Planning and Analysis:</p> <p>Focus: Improve Planning Council access to & ongoing use of data, to better understand and to improve the continuum of services and use of Part A funds</p> <ul style="list-style-type: none"> ▪ Data formats and analysis: Obtain and regularly analyze Part A client data and cost data & ensure understanding of the data and implications ▪ Needs assessment: Use PLWH survey & special studies to address unanswered questions in the client utilization data & better understand unmet need ▪ Culturally competent care: Further explore issues & options ▪ Committee work: Explore committee collaboration in obtaining, analyzing, and using data for decision making <p>Mr. Bailous thanked Ms. McKay for both presentations as the Planning Council members along with community members and guests applauded her.</p>
<p>FOAC Reports</p>	<p>Mr. Bailous directed the committee to review the FOAC Report in Tab 5, in the binder. Mr. Freehill pointed out that the FOAC reports are preliminary. In addition, he asked the committee to review the notes to the report.</p>



<p>Jurisdictional Reports</p>	<p>District of Columbia & West Virginia Mr. Bailous directed the Committee to review the DC & West Virginia’s Reports in Tab 2, in the binder. Mr. Freehill noted that he did not have any additions to the reports.</p> <p>Northern VA Mr. Bailous directed the Committee to review Northern Virginia’s Report in Tab 6, in the binder.</p> <p>Suburban Maryland Mr. Bailous directed the Committee to review Suburban Maryland’s Report in Tab 7, in the binder.</p>
<p>Standing Committee Minutes & Updates</p>	<p>Due to time constraints, Mr. Bailous asked committee chairs to only report important information as it pertains to their committees.</p> <p>Bylaws, Policies & Procedures A report was not given.</p> <p>Membership A report was not given.</p> <p>Consumer Access A report was not given.</p> <p>Needs Assessment & Comprehensive Planning A report was not given.</p> <p>Care Strategies and Coordination of Standards (CSCS) Dr. Patricia Hawkins reported that at the next CSCA meeting there will be a discussion on finalizing the job descriptions for Assistant Medical Case Managers.</p> <p>Fiscal Oversight & Allocations (FOAC) A report was not given.</p> <p>Ad Hoc Directives Workgroup Mr. Bailous reported that the workgroup met today and they are continuing to work on Directives.</p>
<p>2013 Planning Council Meeting Calendar</p>	<p>Mr. Bailous reminded the committee that calendars are located in the back of the binder. He urged the committee to review them for any updates.</p>
<p>ANNOUNCEMENTS</p>	
<ul style="list-style-type: none"> • None 	
<p>HANDOUTS</p>	
<p>Agenda dated 5/23/2013 Minutes dated 4/25/2013 Grantee/DC Fiscal Report EMA-Wide and Jurisdictional FOAC Reports through March 2013 NOVA FOAC MAI Report through March 31, 2013 NOVA FOAC Part A Report through March 31, 2013</p>	



Suburban Maryland Regular and MAI FOAC Report through March 31, 2013
 Suburban Maryland Actual Expenses Incurred through March 31, 2013
 Presentation: Epidemiology of HIV/AIDS in Washington, DC EMA: EMA-Wide Data Presentation
 Presentation: 2013 Needs Assessment
 May 2013 Committee Minutes
 June - December 2013 Planning Council Calendars

ACTION ITEMS – Open

#	Item	Assigned To	Date Assigned	Due Date	Status
1.	Contact Donald Babb to obtain a copy of the HRSA letter to distribute to the Planning Council members	Logistical Support	3/28/2013		Open

MOTIONS

#	Motion	Motioned By	2 nd By	Approved By
1.	So moved to authorize the Executive Committee to make the decision on behalf of the Planning Council for how GY22 Carryover funds will be utilized based on input from the committees.	Executive Committee		VOTE: In Favor - 16; Oppose- 5; Abstain -0 THE MOTION IS PASSED.

MEETING ADJOURNED	8:25 pm
NEXT MEETING	June 27, 2013 at 5:00 pm Location: 441 4 th Street, NW Rm. 1107 Washington, DC. 20001