



Metropolitan Washington Regional Ryan White Planning Council			Meeting Minutes
Standing Committee	Planning Council		
Meeting Title - Type	Monthly Meeting		
Date / Time	July 26, 2012	5:00pm-8:00pm	
Location/Room	441 4 th Street, 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	x	
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		Santirosa, Yolanda	x	
Davis, Reginald		x	Scheraga, Ronald	x	
Deely, Maureen	x		Scruggs, Linda		EA
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 - TCBA	x		Weatherspoon, Octavia - TCBA	x	
Whitaker, Ashley - TCBA	x		Newman, Sherryl - TCBA	x	
Gantz-Mckay, Emily - Mosaica	x		Berl, Hila	x	
HAHSTA Staff	Present	Absent	PC Staff	Present	Absent
Freehill, Gunther	x		Babb, Donald		x



Guests			
Bobbie Smith	George Miller	Laurence Smith	Harold Phillips, HRSA
Jane Hickey	Thomas Hickey	Michael Hickey	Lydia Hickey
Andy Cameron	Phillip Bailiey	Chris Ritter	Jeffery Muzo
Phillip Weems	Brandon Nichols	Craig Vincent-Jones	Bradley Land
Joseph Green	Abud Lopez	David Kelly	Anthony Avery
Joseph Henson	Terry Davis	Benika Dixon	Robin Halprin
Jan-Hendrik Van Leeuwen	Mohammad Quershi		

HIGHLIGHTS
<ul style="list-style-type: none"> ○ HAB Deputy Director, Harold Phillips ○ EMA-Wide Directives for GY 23 ○ Status on Progress of Filling Planning Council Vacancies

AGENDA	
Item	Discussion
Public Comment	Mr. David Kelly stated that the most rewarding part of the 2012 International AIDS Conference was having the opportunity to go to Congress to advocate for ADAP to lobby for lower drug prices.
Call to Order	The meeting was called to order by Stephen Bailous, Chair, at 5:34pm
Review and Approval of the Agenda	David Hoover motioned to approve the Agenda and Keith Callahan seconded. The Agenda was approved by consensus.
Review and Approval of the Minutes	Barbara Chinn motioned to approve the June 2012 Minutes and Geno Dunnington seconded. The June 2012 Minutes were approved by consensus.
Executive Report	<p>Stephen Bailous, Chair, gave the floor to Harold Phillips, HRSA Deputy Director of HIV/AIDS Bureau (HAB).</p> <p>Mr. Phillips announced that in April, HRSA announced that it would be restructuring HAB for the Ryan White Part A and Part B programs. HAB has created a division of Metropolitan HIV/AIDS programs and a division State HIV/AIDS programs. In the past, one of the challenges the Bureau encountered in administering and monitoring this program was that there was a limited amount of Project Officers managing approximately 86% of Ryan White funds. It has been decided that the DC EMA Ryan White Part A and Part B programs will be managed out of the Division of State HIV/AIDS Programs which has been communicated to Gunther Freehill, grantee, and Stephen Bailous, Planning Council Chair.</p> <p>Mr. Phillips also reported that Benjie Hair is leaving HRSA and Jose Ole will be the new Project Officer for the DC EMA Ryan White Part A and Part B programs. Mr. Ole</p>



	<p>will be scheduling telephone calls with the Planning Council and Grantee leadership within the next two weeks.</p> <p>Mr. Phillips also reported that HAB has hired additional Project Officers to allow them to have a lighter project load that can facilitate more communication between Projects Officers and grantees.</p> <p>Dr. Pat Hawkins stated that the Planning Council appreciates all of the work and advisement that Benjie Hair provided and she recommended sending him a letter of appreciation.</p> <p>Motion #1: Dr. Pat Hawkins moved and Ralph Black seconded to write letter of appreciation to Benjie Hair. Steve called the question.</p> <p>VOTE: Approve -19, Oppose-0, Abstain-0 THE MOTION PASSES.</p> <p>Debra Frazier asked what may be the positive and negative impacts on the Planning Council of the restructuring of HAB? Mr. Phillips stated that the reorganization should allow HAB to better serve the Planning Council as it relates to issues that may arise and Medicaid and Affordable Care Act matters. The decision was a direct result of feedback from the grantees.</p> <p>Mr. Phillips also reported that as of August 13, 2012 Heather Hauck will be joining HRSA.</p>
<p>VA ADAP Update</p>	<p>Planning Council member, Steve Bailey, provided an update on the status of ADAP in Virginia (VA).</p> <p>Mr. Bailey reported that VA is eliminating the ADAP waitlist in September 2012. As of today the waiting list total is 551 clients. VA is conducting mass enrollment from the waitlist onto ADAP and it is expected that by September 10th all existing clients currently on the waitlist will be moved to ADAP. Clients with CD4 counts > 500 are being temporarily placed on the waitlist and being helped by WellVista until all clients currently on the waitlist are placed on ADAP. By September 30th, the waitlist will be eliminated.</p> <p>Mr. Bailey reported that there were several things that allowed for the elimination of the waitlist that included:</p> <ul style="list-style-type: none"> • Approximately \$3 million in emergency funds from federal government for two years • The VA general assembly increased its appropriation to ADAP for \$3 million over the past two years in the amount; VA ADAP now has an annual appropriation of \$2.5 million and an additional there was an additional



	<p>\$250,000 appropriated to ADAP as a result of advocacy</p> <ul style="list-style-type: none"> • Contribution from the grantee and DC and NVRC made at the end of the GY of unspent funds and all funds went directly medication purchase • Norfolk Part A Planning Council. <p>VA has been able to manage the waitlist using a clinical management model which called for the program to incrementally enroll clients based on their CD4 counts. VA also benefited from lower medication costs, a price decrease of approximately 8% as a result of ADAP Crisis Task Force negotiations with pharmaceutical partners. VA also aggressively realigned service dollars to stabilize ADAP by eliminating all support services in VA, reduction in some core services and reduced medical care, and all agencies received a decrease in administrative costs. At this point there are no capacity issues in the need for medical care.</p> <p>Mr. Bailey stated that as demand grows funding does not grow as fast and it is anticipated that the capacity to serve will continue to grow. State and local governments will need to be careful about planning for increasing capacity.</p> <p>Finally, part of the sustainability plan is to implement coverage of ADAP clients under pre-existing condition insurance (PCIP). Enrollment onto PCIP will allow VA to serve 3-4 clients for every 1 client being currently served on ADAP. Additionally, VA is committed to take advantage of any Affordable Care Act policies to help prevent ADAP waitlists.</p> <p>Dr. Hawkins stated that it would be beneficial to see if there are any universities or institutions that are researching the impact of getting rid of those support services.</p>
<p>Grantee Report</p>	<p>Gunther Freehill reported that a lot of documents for GY 21 closeout are being submitted to HRSA on June 29, 2012. He also reported that the Part A/Part A MAI final expenditure table is due in July. At this time, services are in place for the Part A program.</p> <p>Have completed the grant agreement for the EMA-wide Early Intervention Services (EIS) peer program at the end of June which is now in place. There are also a lot of year end reports due to HRSA on tomorrow, July 27th. The carryover funds for GY 21 for the Ryan White Part A total \$456,515 and there is also a carryover for MAI funds totaling \$450,074. There is no concrete information available regarding when the Planning Council would receive the carryover funds. In years past, the response has been inconsistent regarding when the carryover funds will be received.</p> <p>The Quality Management contract is out for solicitation and is due in mid-August. The contract is to conduct onsite clinical reviews, assist with EMA wide client satisfaction survey, vehicle to pay for activities associated with EMA-wide collaborative.</p> <p>Mr. Freehill highlighted the HRSA documents provided in the packet for Planning</p>



	<p>Council to review .</p> <p>Mr. Freehill also reported that the Part A program guidance was released a couple of weeks ago. The application is due September 21st, which is an earlier timeframe than usual. There are major pieces where the Planning Council will need to have input. The implications for the Planning Council are that by December 21st HRSA will need to be provided with the plan for the allocation of funds among service categories and the PSRA process must be completed by the end of August.</p> <p>Mr. Freehill also urged the Planning Council to review the HRSA Objective Review Comments from the submission of the grantee application. There was significant concern regarding the Planning Council's use of old data and old surveys of client's needs.</p> <p>Mr. Bailous noted that the Planning Council is drafting a letter of support that is a required deliverable to be submitted with the document the Department of Health will be submitting as a suggestion for how the carryover funds will be spent.</p> <p>Motion #1: Mark Fischer moved and David Hoover seconded to approve the letter and forward to the grantee to submit in support of the request for distribution of carryover funds.</p> <p>VOTE: Approve -19, Oppose -1, Abstain - 2. THE MOTION PASSES.</p> <p>Mr. Freehill stated that Dr. Mohammed Ahkter, Director of the Department of Health, will be on a leave of absence for 1 year to head the health insurance exchange. Saul Levin will serve as acting Director in his absence.</p>
<p>DC ADAP Update</p>	<p>Mr. Freehill reported that there have not been any reports of anyone with lapsed services as a result of the ADAP transition. On June 29th, HAHSTA issued 10 Human Care Agreements (HCA's) to pharmacies that are now distributing ADAP medications. There is active solicitation for additional pharmacy points of sale that will be open on a rolling basis to allow pharmacies to continuously apply to be added to the network once evaluated.</p> <p>Mr. Freehill noted that the list of pharmacy points of sale was mailed out to all DC ADAP clients.</p> <p>Ralph Black noted that there are pharmacies east of the river in the DC ADAP pharmacy points of sale list.</p> <p>Alis Marachelian asked if the pharmacies will also carry post exposure prophylaxis for Medicaid and Alliance insurance? Mr. Freehill stated that one of the</p>



	requirements to be certified as an ADAP pharmacy is that they must be Medicaid certified.
Jurisdictional Reports	<p>Suburban Maryland Devi Ramey reported that she had nothing to add to the fiscal narrative presented in the Planning Council documents and opened the floor for questions. No questions were asked.</p> <p>Northern VA Amelia Khalil reported that she had nothing to add to the fiscal narrative presented in the Planning Council documents and opened the floor for questions. No questions were asked.</p>
Motions	<p>Adoption of EMA-Wide Directives for GY23 Mark Fischer reported on the final directives from the Ad Hoc Directives working group.</p> <p>Motion #1: Mark Fischer moved and Maureen Deely seconded to approve the GY23 suggested directives to forward to the grantee and Administrative Agents.</p> <p>During discussion, several Planning Council members expressed concerns that the grantee and Administrative Agents had not yet had the opportunity to review the directives and weigh the feasibility of implementation.</p> <p>Motion #1 was withdrawn.</p> <p>It was decided that the suggested directives for GY23 will be forwarded to the grantee and Administrative Agents for review and written response due by COB August 10, 2012. Discussion will be postponed until the August Planning Council meeting.</p>
Status on Progress of Filling Planning Council Member Vacancies	<p>Barbara Chinn, Membership Chair, reported that the Planning Council Membership Committee has met and interviewed the two persons appointed to the Planning Council that did not fall in the regular appointment schedule and their vote is restored. All members on the Planning Council are currently in line with procedures for appointment.</p> <p>The Membership Committee has also interviewed 16 additional candidates for the 4 remaining vacancies. Their names will be forwarded to the Mayor and the Office of Boards and Commissions for vetting and a final decision.</p>
Community Co-Chair Election	Mr. Bailous stated that the Community Co-Chair election will occur in September to allow everyone that is interested in being nominated will have the opportunity to make a decision.
Committee Updates	<p>Bylaws The Bylaws meeting did not meet in July.</p> <p>Care Strategy</p>



<p>Dr. Hawkins reported that there are working groups to develop standards for the Case Manager Assistants and the transition programs for youth and the recently incarcerated that should be completed for discussion at the August standing meeting.</p> <p>Consumer Access Nothing additional to report.</p> <p>Membership The Membership meeting did not meet in July.</p> <p>Needs Assessment Nothing additional to report.</p>					
ANNOUNCEMENTS					
<ul style="list-style-type: none"> Planning Council members will have a “Meet and Greet” to get to know each other better in the coming months. 					
HANDOUTS					
<p>Agenda dated 7/26/2012 Minutes dated 6/28/2012 VA ADAP Update EMA-Wide and Jurisdictional FOAC Reports through April 2012 Grantee/DC Fiscal Report ADAP Pharmacy Directory – as of 7/2/2012 Suburban Maryland Regular and MAI FOAC Report through April 30, 2012 NOVA FOAC MAI Report through April 30, 2012 NOVA FOAC Part A Report through April 30, 2012 VA ADAP Data Dashboard Motion: GY23 EMA-Wide Directives Ad Hoc Directives #3 Minutes Final Report: Directives Ad Hoc Working Group EMA-Wide Directives for GY 22 HAB: HIV Care Program Part A: HIV Emergency Relief Grant Program Objective Review Final Report HRSA: Letter on Capacity Development HRSA: Policy Notice 12-01: The Use of Ryan White Funds for Outreach Services HRSA: Policy Notice 12-02: Part A and Part B Unobligated Balances and Carryover Provisions 2012-2014 Committee Assignments July Standing Committee Minutes August 2012 – December 2012 Planning Council Calendar</p>					
ACTION ITEMS – Open					
#	Item	Assigned To	Date Assigned	Due Date	Status



MOTIONS				
#	Motion	Motioned By	2 nd By	Approved By
1	Continue DC ADAP discussion at the end of the meeting. The Motion passes by consensus.	Dr. Pat Hawkins	Geno Dunnington	The Motion passes by consensus.
2	Suspend the voting privileges of the two members who were appointed by the Mayor without completing the Planning Council's open nomination process until they have completed the new open nominations process that will be conducted to fill the four vacancies on the Council; to expedite that process using a schedule that advertises vacancies and recruits applicants for 15 days after which acceptance of applications will be closed for this cycle, reconvenes the 2011 interview panel to review all applications and interview candidates, and complete the process by July 20, 2012. The Executive Committee specifically stipulates that the deviation from established process was not the fault of the applicants/appointees involved and expressed a desire that they would be patient during the process and maintain their willingness to contribute to the work of the Planning Council. In the interim period (approximately June 28 to July 23, 2012) the individuals will be able to attend and participate in meetings but will not be able to vote.	Dr. Pat Hawkins	O. Xavier Hixon	VOTE: Approve – 23, Oppose – 0, Abstain -3 The Motion passes.



3	The Planning Council chair be authorized and directed to send a letter to the Office of Boards and Commissions (OBC) to outline the Planning Council's Open Nomination Process to that was created to comply with HRSA guidelines; to point out the legal necessity for OBC consider only candidates who have been through the Planning Council open nominations process when submitting names to the Mayor; and to express appreciation for the extraordinary effort made by the OBC staff in finalizing the most recent appointment of members to the Ryan White Planning Council in the absence of the Director who retired unexpectedly for health reasons.	Membership Committee	O. Xavier Hixon	VOTE: Approve – 26, Oppose – 1, Abstain -0 The Motion passes.
4	The Executive Committee recommends that the Planning Council authorize the reallocation of up to \$52,000 from the GY 22 Planning Council staff budget line item c/o HAHSTA to the overall operating budget for use by the support contractor to operate PC and standing committee meetings as well as special projects.	Geno Dunnington	Mark Fischer	VOTE: Approve – 23, Oppose – 0, Abstain -2 The Motion passes.
5	Nominate Martha Cameron to serve as the Community Co-Chair.	Steve Bailey	David Hoover	
6	Nominate Maureen Deely to serve as the Community Co-Chair.	Shella Fon	Debra Frazer	
7	Table the Off-The-Top discussion until the July Planning Council meeting.	Ron Swanda	Maureen Deely	VOTE: Approve – 1, Oppose – 25, Abstain – 0 The Motion does not pass.
8	Accept recommendations #1 and #2 for the Off-The-Top allocations.	Davis Hoover	Renee Kelly	VOTE: Approve – 24, Oppose – 1, Abstain -1 The Motion passes.



MEETING ADJOURNED	9:20 pm
NEXT MEETING	July 26, 2011 at 5:30 pm Location: 441 4 th Street, N.W., Room 1107 Washington, DC.