

MINUTES: PLANNING COUNCIL MEETING (Virtual)

April 20th, 2021 / 5:30 p.m. – 7:30 pm

Facilitator (Co-chair)	Sara Zisow-McClean	PCSO Lead	Vanessa Graves
Time started:	Time: 5:43 p.m.	Quorum:	There was quorum at the start of the meeting

Members present:	Sara Z. McClean, Christopher Stuckey, Dennis Rivera, Fernando Mena-Carrasco, Jonathan Wright, kemahn Jones, Markton Cole, Dr Victoria Cargill, Wendy Merrick, Charles Culver, Sr., Jeanne Keruly, J. Shaw
Members absent:	Kimberly Whitaker, Peter DeMartino,
Visitors:	Cassandra Stewart, Jenny Bradenbaugh,, P.J. Gouldmann, Kyle King Reynold, Erica Bullo, Root Woldu, Emma Bohannon, Emily Leonard, Evelyn Nicholson, Krista Hein, Dale Brewer, Jocelyn Stenhouse, Tom Lindstrom, Bruno Benevidas, Tom Lindstrom, Frieda White, Charmaine Stern-Megginson
Ryan White Part A:	Sonney Pelham, Michelle Muhammad, Joan Carey, Ricky Moyd, Jr.
Handouts:	Agenda, Part A and B Reports

AGENDA**1: Moment of Silence/ Introductions**

Presenter: S. Zisow-McClean-
Chair

Discussion:

- A moment of silence was observed.
- Introductions were made.

2: Chair Report

Presenter: S. Zisow-McClean

Sara Zisow-McClean

- We continue our focus on our legislatively mandated responsibilities.
- We have five (5) new appointment to the council. We are awaiting appointment letters from the Mayor's office.
- We have one additional application to submit to the Mayor's office.
- We have had some resignations from Needs Assessment staff. We are working hard to get these positions filled.
- As of April 5th, we have 374 surveys that have been conducted.

- We also lost Michelle Abekeh from the Planning Council Support Office. The support office is working tirelessly to fill the two vacant positions.

3: Minutes **Presenter:** Committee

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to approve PC March 2021 meeting minutes.	C. Stuckey/J. Wright	Passed

4: Ryan White Part A Report **Presenter:** Dr. Victoria Cargill

Administration

- We had our monthly HRSA monitoring call on 5/13/21.
- Final FY20 Part A/MAI invoices are due on the 15th.
- Initial and partial Part A/MAI FY21 awards have been completed.
 - Award letters have been sent.
- Final FY21 Part A/MAI award has been received from HRSA.

Fiscal

- Final February YTD expenditures will be calculated the end of this month.
- MAI/Part A reimbursements have been completed up through February.
- All COVID provider reimbursements have also been paid through FY21.
- FY21 contract preparations are occurring on target.
- For ABC all of the Sub-recipients’ reimbursements were made up to February 2021.
- There are no contract concerns to report.
- Provider reimbursements for COVID funding have been made through February 2021.
- March invoices, the deadline has passed. Its April 12th and they are working on it.

QM

- Phrase three of the QI sub-committee which is the learning and improving collaborative has met and continues to meet.
- The CQM team has been doing some didactic sessions but there are also going to be ongoing workgroups.
- The Baltimore EMA movers and improvers has continued its participation in the create plus equity collaborative.
- Sub-recipient’s continue to receive TA concerning their QA plan, do, study, act cycles.

CAREWARE

- The RSR report is complete with 100% of sub-recipient submissions.

CARES ACT

- We continue to work with the program managers to identify and address barriers.
- All the contacts have been implemented. Submitted work plans and budgets have been approved.
- We are awaiting final invoices.

5: Ryan White Part B Report

Presenter: B. Benavidas

- The states teleworking conditions continue.
- Several state agencies are going to be relocating to down town Baltimore to help with the economic recovery to the area. Among these agencies is the Department of Health.
- We have three funding opportunities, the HIV medical services for rural communities in the Eastern and Western regions.
- Regional Risk and Resiliency Assessment in collaboration with BCHD and DC-HAHSTA is now entering into the implementation phase.
- Data collection tools have been developed and tested. We are now ready to begin collecting data through surveys.
- We are in preparation of sending letters to local health departments and other service providers to encourage them to respond to this survey.
- There is an open invitation to join the Maryland Quality improvement group.
- A Task group has been assigned to design the new statewide meetings.
 - The hope is to have the new design by the 1st week in June.
 - They are seeking volunteers. All interested persons were asked to contact B. Benavidas.

6: Needs Assessment

Presenter: Donald Young

- This is still going well.
- Week 23 was not as good as we wanted it to be.
- We have two resignations from surveyors.
- We have interviewed some and are starting the onboarding process.
- Feels things will end well.

Sara Zisow-McClean

- Agrees and believes the team is putting in some wonderful work.

7: Committee Reports

Presenter: Committees

COCC/CPC

Kemahn Jones

- The committee met April 7th, 2021.
- The standards of care workgroup met to review the standards.

- We will begin to review directive data.
- The committee discussed data presentations for PSRA.
- The PSRA conference is scheduled for Thursday, June 24th, 2021.

Sara Zisow-McClean

- Asked all to mark their calendars for the PSRA activity in June.
- Stressed the importance of all PC members being there.
- Data presentations start tonight, will occur in May and June.
- PSRA will be a one-day event.

Fiscal Committee

P.J. Gouldmann

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to decrease Health Insurance Premium by \$6,348.00	P.J. Gouldmann/ J. Wright	Passed
✓	Opposed	Abstain 2

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to decrease Medical Nutrition therapy by \$15,301.	P.J. Gouldmann/ W. Merrick	Passed
✓	Opposed	Abstain 2

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to Hospice Services by \$12,444.	P.J. Gouldmann/J. Wright	Passed
✓	Opposed	Abstain

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to decrease Medical Transportation by \$65, 404.	P.J. Gouldmann/ J. Wright	Passed
✓	Opposed	Abstain 4

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to increase housing services by \$25,000.	P.J. Gouldmann/ V. Cargill	Passed
✓	Opposed	Abstain 1

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to increase EFA by \$49,623.	P.J. Gouldmann/ J. Wright	Passed
✓	Opposed	Abstain 5

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to increase food bank by \$24,874.	P.J. Gouldmann/C. Culver, Sr.	Passed
✓	Opposed	Abstain 2

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to decrease MAI Oral Health services by \$132, 687.	P.J. Gouldmann/ W. Merrick	Passed
✓	Opposed	Abstain

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to increase Medical Case Management by \$59, 742.	P.J. Gouldmann/ J. Wright	Passed
✓	Opposed	Abstain 2

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to increase MAI Mental Health services by \$36,967.	P.J. Gouldmann/ K. Jones	Passed
✓	Opposed	Abstain 1

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to MAI Outreach Services by \$35, 978.00	P.J. Gouldmann/ C. Culver, Sr.	Passed
✓	Opposed	Abstain 2

Nominating Committee

Christopher Stuckey

- The committee met on April 6th. 2021
- Reviewed council vacancies and updates to the pool list.
- Prior to the Mayor’s appointment of the 5 new persons, there were 21. vacancies.
- With the Mayor’s office approval this brings the total to 16
- Upon the approval of the latest application submitted this will bring the total to 15.
- This is a huge reduction in vacancies from October of last year.
- The committee discussed membership orientation and asked that the training manual be revised in an effort to make it more concise.
- We would also like to have a 1-2 page cheat sheet from the manual.
- We are still participating in the learning collaborative for recruitment strategies.

Action Items

Motion:	Who made the motion? Second?	Motion passed?
✓ Motion to send Jenny Bradenbaugh’s application to the to the Mayor’s office for appointment.	C. Stuckey / J. Wright	Passed

8: Data Presentation

Presenter: C. Flynn

- Epi presentation was provided by Colin Flynn.
- Slides will be provided to the council and will be added to the PC web.

7: New Business

Presenter: Committees

None

8: Adjournment

Presenter:

Motion:	Who made the motion? Second?	Motion passed?
Motion to Adjourn	J. Wright/K. Jones	Passed

Meeting Adjourned