

MINUTES: PLANNING COUNCIL MEETING (Virtual)
August 24th , 2021 / 5:30 p.m. – 7:30 pm

Facilitator (Co-chair)	Sara Zisow-McClean	PCSO Lead	Vanessa Graves
Time started:	Time: 5:35 p.m.	Quorum:	The committee did not have quorum.

Members present:	Wendy Merrick, Sam Zisow-McClean, Jeanne Keruly, Michael Snowden, Dennis Rivera, Markton Cole, Dr. Ken O'Bryant, Fernando Mena-Carrasco
Members absent:	Kimberly Whitaker, Judith Shaw, Dr. Victoria Cargill
Visitors:	Brande Ward, Cassandra Stewart, Bruno Benavidas, Jenny Bradenbaugh, Adam Heubner, Cindy Ye, Hope Cassidy-Stewart, P.J. Gouldmann, Carlton Smith, Jocelyn Stenhouse
Ryan White Part A:	Alberta Ferrari, Sonney Pelham, Ricky Moyd, Jr., Dr. Lauren Wagner, Joan Carey
Handouts:	Agenda, Part A and B Reports

AGENDA**1: Moment of Silence/ Introductions/ Welcome****Presenter:** S. Zisow-McClean-Chair**Discussion:**

- Welcomed all to the August 2021 PC meeting.
- A moment of silence was observed.
- Introductions were made.

2: Chair Report**Presenter:** S. Zisow-McClean

S. Zisow-McClean

- We had our monthly HRSA meeting with our program officer.
- We continue our discussions regarding membership and reflectiveness.
- As we go into our FY22 application which will be a three-year contract, our membership will impact the way we are scored.
- Asked all if they knew of any unaligned consumers to please connect them with the PC/PCSO.
- As of 8/23/21 596 surveys have been completed for the need's assessment.

- We lost one staff member and the project is winding down. This is scheduled to end 9/30/21.
- Efforts are continuing to secure as many surveys as we possibly can.
- Regarding recruitment, we have 14 vacancies of our 40 available slots.
 - 7 of these are within the affected community.
 - We have some additional vacancies and we continue to struggle to fill the “formerly incarcerated seat”. Asked all if they knew of someone that can possibly fill this seat to let us know.
- The PC received some outreach for concern regarding changes in MADAP.
 - We were able to obtain some information about this and this will be provided to everyone under separate cover.

3: Approval of July PC Minutes

Presenter: Committee

The council did not have quorum.

4: Part A

Presenter: Alberta Ferrari, MD

Administration

- We are focusing on preparing the FY22 grant application.
- We are also working on the upcoming 5-month reprogramming exercise.
- The fiscal agent contract has been delayed. We have requested a second advance for pay for our providers.
- We are working with Dr. Cargill to expedite the approval of that advance.
 - As such, we are behind in payment to providers for the part A program.
- We are also working on creating a cycle for this year’s site visits.
- The BCHD team, Syringe Support initiative and a representative from the Family Health clinics had a pop-up clinic and 15 people were vaccinated.
- Twenty-four persons were tested for HIV/HCV.
- The next clinic is scheduled for September 18th.
- The largest barrier right now is advertising. The team would like to conduct a brainstorming session on how to advertise to encourage people to come out.

5: Part B

Presenter: Bruno Benavidas

- We are working on integrating fiscal and service delivery data.
- The program compliance unit is also in the internal process of improving processes in terms of program development.
- The regional risk and resiliency assessment is now in full stream.

- The surveys have been completed. There are some agencies in the city that we are still waiting for their participation.
- We will continue the next task which is collecting data through interviews and focus groups from providers and clients.
- The client satisfaction survey finished on 7/31/21. We collected in 2019 before COVID we managed to collect 1500 responses (this was a mostly paper-based survey). This year with the effects of COVID the responses were almost tripled.
 - We have about 4200 responses from the clients with a fully electronic format.
 - Approximately 420 of the clients opted to use the telephonic method.
 - The response rate has been great.
 - Our first interpretation is that there are several factors, but clients maybe more comfortable to respond to surveys in the privacy of their devices rather than completing a paper document.
- We would like to have focus groups with the clients to better understand why we are having this large response.
 - Having a large response will allow for a better analysis.
 - With the 2019 survey we started looking at equity and we found a trend that Hispanic clients were more likely to report some concerns on confidentiality.
- We have an open invitation to join the Maryland Quality Management group. We have a meeting next month on September 8th from 10:30- 12:30 p.m.
- On September 2nd, we will have the HIV planning group meeting.
- We will be having an HIV state wide conference.
 - We have a new format that will consist of three four-hour sessions, that will occur on October 14th, 21st and 28th. The three main themes are;
 - Discussing the effects of COVID on access to and use of services.
 - Some program management issues that we need to pay attention to in particular, client eligibility requirements. Reports are showing significantly low number of clients that produce their required documentation.
 - Equity in managing the HIV pandemic.
- Providers will be invited and invitations will be going out shortly.

Dr. Ken O'Bryant

- Regarding the significant cuts to EIS funding for part B. These cuts were quite substantial and would like to know if there is some kind of immediate plan of action throughout this fiscal year that can possibly make up for the loss in that particular funding stream?
- Michelle Muhammad did a presentation on this previously.

Dr. Alberta Ferrari

- Stated the overall funding for RW Part B State Special award was reduced last year.
- As a result, we received somewhere up to a 46% reduction in funding.

- Several categories received reduced funding and that included the EIS program.
- We are funding about 8 EIS programs this year.
- The BCHD prevention program also received funding for EIS and they also sub contract some of these funds to programs within the city. Some of these funds include PrEP.
- All of our service categories were reduced this year, not just EIS program.
- We are funding EIS.

Dr. Ken O'Bryant

- While this answers his question, some of the biggest concerns with several sub-recipients that were impacted, EIS is one of the main categories for Part B.
- Wasn't sure if the city was going to do something to advocate more or if this is what we have to look forward to and that it is up to the sub-recipients to do something on their ends about this to insure they have adequate coverage for this particular category.

Dr. Alberta Ferrari

- We worked with sub-recipients this year allowing them to determine the areas of need for their programs and to distribute funding based on that need.
- This is all the funding that we have for this year.
- Part A does not fund EIS. One of the components of EIS is Outreach which is well funded under Part A.
- When we looked at EIS as a category, maybe this is something that should revisit this.
- EIS has four components that must be conducted simultaneously. The biggest component of EIS is outreach. We have linkage to care with our other programs so although the funding has been reduced we are still conducting outreach under both the part a and b programs.
- We also have the EHE funding which does not target outreach it works to increase the number of people who are in care.

Sam Zisow-McClean

- Glad this was clarified. It was brought up during our PSRA presentations.

6: Committee Reports

Presenter: Committee's

Sam Zisow-Mc Clean

- A copy of the carryover report has been provided to everyone.

Needs Assessment

- A brief report of this was provided in the Chair report.
- We are winding down. We are consistently receiving responses every week.
- We received half of our initial goal but the group given barriers has been dedicated. This has really been a team effort.

Nominating Committee

- We are eagerly awaiting six new appointment letters.

COCC/CPC

Brande Ward

- The committee met on August 4th.
- The committee approved its June meeting minutes.
- The service standards of care work group will meet on 8/17/21.
- The committee discussed using its remaining meeting time to complete the work of the service standards of care.
- An update of the Needs Assessment was provided.
- The committee agreed to begin planning for next years PSRA.
 - Will begin looking at what data presentations they would like to have and to start data presentations in March of FY22.
- The committee reviewed PSRA evaluation results.

Action Items

N/A

7: New Business

Presenter:

- Representatives from Philadelphia will be presenting on “Centralized Intake” on 8/25/21.
- We are also working on a presentation from DC about “Housing is Healthcare”

Cindy Ye /Legal Aid

- Legal Aid is a non-profit law firm that helps individuals with several legal issues.
- Thinking about starting a legal aid round table.
- Would like to provide really basic legal updates.
- Predominantly throughout the pandemic the law has been changing almost daily.
- Thinks it would be nice to spread the knowledge. Would like to invite all to join so that we can talk about the things you see your clients face such as evictions.
- Would also like to hear from people in the community in an effort to become aware of trends, put our heads to discuss and hopefully come of up strategies for the same.
- Encouraged all to participate.

8: Adjournment

Presenter:

Meeting adjourned