

# MINUTES: PLANNING COUNCIL

February 15, 2022 / 5:30 – 7:30 pm / Virtual



<b>Facilitator (Chair)</b>	Sam Zisow-McClean	<b>PCSO Lead</b>	Dwayne Smith
<b>Time started:</b>	5:35p.m.	<b>Quorum:</b>	There was quorum at the start of the meeting
<b>Members present:</b>	Sam Zisow-McClean, Michael Snowden, Wendy Merrick, Adam Huebner, Jenny Bradenbaugh, Charles Culver, Gennifer Robinson, Bruno Benevidas, Jonathan Wright, Brande Ward, Dale Brewer, Ken O'Bryant, Brittany Kelly, Dennis Rivera, Fernando Mena-Carrasco, Charmaine Stern-Meggison		
<b>Members absent:</b>	Kelsey Markie, Judith Shaw, Kemahn Jones, Kimberly Whitaker, Markton Cole, Shalyta Campbell.		
<b>Visitors:</b>	Erica Bullo, Genevieve Beninati, Hope Cassidy-Stewart, P. J. Gouldman Robert DeSantis, Root Woldu, Shivani Modi, Valli Meeks, Andrea Curley, Carlton Smith		
<b>Ryan White Part A:</b>	Lauren Wagner, Ricky Moyd Jr Alberta Ferrari, Sonney Pelham, Victoria Cargill, Stephon Effinger		
<b>Handouts:</b>	Meeting agenda, January PC minutes, Chair report, Part A and B reports, COCC/CPC Co-Chair report, Nominating Committee Chair report, Fiscal Committee Co-Chair report, Directives training		

\*Left meeting Early

## AGENDA

**1: Introductions/Moment of Silence**

**Presenter:** S.Zisow-McClean

### Discussion:

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

**2 Directives Training****Presenter:** Dwayne Smith

- The committee completed its annual Directives training.

**3: Approval of Meeting Minutes****Presenter:** Committee

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to approve the January 2022 PC meeting minutes.	Michael Snowden /Brandee Ward	Passed

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

The PC leadership along with the Recipient’s office joined the monthly monitoring call with the Baltimore EMA’s HRSA Project Officer, on Tuesday, February 8, 2022. Ms.

Medina is pleased with the work the members and committees are doing to increase consumer involvement on the Planning Council.

**HRSA Updates**

- The next HAB U Heard webinar will be on February 24<sup>th</sup>, 2022 from 3:00 pm – 4:00 pm.
- They will be discussing new information about the RW conference.
- They also be presenting their new HIV program website design.
- There will also be highlights from the National Black HIV Awareness day.
- Two new Recipient’s project presentations will be presented.
- All are encouraged to register and participate in these monthly webinars.
- Last month HRSA released a letter encouraging RW programs service providers to leverage their existing infrastructures to provide access to gender affirming care and treatment services for transgender and gender diverse people with HIV.
- This guidance supports HRSA’s efforts to address health disparities and reduce barriers to lifesaving HIV care, medication and support services for people of transgender experience with HIV to help them lead long healthy lives.

**Final reprogramming**

- The Executive and Fiscal Committees convened an emergency meeting on 2/2 to address some last-minute reprogramming. Changes in funding approved at that meeting can be found in the Part A report.
-

## **Attendance**

- As a reminder, it is crucial for members to attend committee meetings to ensure optimal quorum for voting so that the committees and council can complete its work in a timely manner.

## **Dates to Remember**

- Priority Setting and Resource Allocation (PSRA) will take place on June 9<sup>th</sup> and June 10<sup>th</sup>, 2022.
- The National RW Conference on HIV Care and Treatment will take place August 23<sup>rd</sup>-26<sup>th</sup>, 2022.
- The plan is to have a hybrid model with limited in person attendees.

**5:** Ryan White Part A

**Presenter:** Alberta Ferrari, MD

## **Administration**

- The Partial FY22 Notice of Award has been received by the recipient at
- \$5,095,521 This total is approximately 33% of the FY21 award.
- The FY22 Continuation Application submissions are being reviewed by BCHD
- and ABC Fiscal staff as we prepare initial FY22 awards.
- One Part A sub-recipient who has continued to be out of fiscal compliance has received a termination notice. The grantee will begin working with the sub-recipient on the transition plan for clients to ensure continuity of services.
- In an effort to minimize year end FY21 unspent funds, the November YTD reprogramming report was presented to the Fiscal Committee in January resulting in the following service category movement of dollars:
  - Increase Housing Services + \$63,659
  - Increase Psychosocial Support +\$21,800
  - Decrease Medical Case Management -\$9,000
  - Decrease Outpatient / Ambulatory Health -\$14,241
  - Decrease Oral Health -\$15,500
  - Decrease Substance Abuse Treatment Outpatient -\$4,868
  - Decrease Medical Nutritional Therapy -\$25,000
  - Decrease Emergency Financial Assistance -\$4,750
  - Decrease Medical Case Management -\$10,600
- An emergency Fiscal / Executive Committee meeting was held on February 2nd to approve the recipient moving up to \$78,812 potentially unspent Carryover funding to MAI Housing Carryover to supplement Part

A Housing sub-recipient's contracts to address client needs. Final adjustments are as follows;

- Decrease Part A Health Insurance \$2,778
- Increase Part A Housing +\$2,778
- Decrease MAI Carryover Medical Case Management -\$38,965
- Decrease MAI Carryover EFA -\$3,750
- All provider reimbursements (March through October 2021) have been received and successfully disbursed as of 1/4/21.
- Provider November expenses have been billed; and payments were disbursed to ABC on 2/2.
- Providers December Invoices have been billed as of 1/27/22.
- All FAA reimbursements (March through November 2021) have been received.
- FAA December report is currently being worked on and will be submitted soon.
- Two providers continue to be out of compliance. One provider will not be allowed to hold a contract in the new fiscal year.
- All December provider invoices have been paid. January invoices are due later this month.

### **Integrated Plan**

- The state continues to conduct live listening sessions for feedback for the integrated plan. The next session is scheduled for February 22<sup>nd</sup> at 10am. The focus for that session is transgender communities.

### **QM**

- The CQM team is planning Phase 4 of the QI Sub-Committee, a survey will be sent in early February to former QI Sub-Committee participants and sub- recipients in the EMA to assess their current QI needs, capacity, and what they would like to see for Phase 4; the BCHD team plans to continue to have both.
- The kickoff date is planned for Spring 2022.
- The Baltimore EMA Movers and Improvers (BEMI) team completed the first PDSA cycle focused on implementing patient self-care plans among youth clients in care. The work is a part of the Create+Equity Collaborative.
- The start date of the PDSA was on 11/29/21 and the first cycle ended on 1/19/22. The team is in the process of reviewing the outcomes.
- The BEMI team is looking for a consumer liaison to join the team, all interested persons should contact Dr. Lauren Wagner at BCHD.
- On February 8th, providers from the BEMI team will present their intervention work in progress to the Age Affinity Group within the Create+Equity Collaborative
- Sub-recipients continue to receive technical assistance on QM plans and Plan- Do-Study-Act Cycles (PDSA)

## **CAREWare**

- Preparing the client level data report for submission to HRSA on March 28, 2022.
- CAREWare Administrator has completed the Part A Recipient Reports for Part A Grant H89HA00017 and Part A EHE Grant.
- The Recipient Report is validated and certified through the HRSA Electronic Handbook (EHB). Sub-recipients can now begin submitting their RSR Provider and Client-Level-Data reports for calendar 2021. The submission deadline for the Baltimore EMA is March 7th.
- CAREWare Administrator verified the Part B Recipient Report in collaboration with the Maryland Department of Health CAREWare Team.
- Report includes sub-recipients that receive funds through MDH State Special Funds (Pharmaceutical Rebates). Ryan White BCHD administers State Special Funds for sub-recipients within Baltimore City.
- The Maryland CAREWare Team begins RSR training sessions for sub-recipients starting February 3rd.

### Victoria Cargill

- Stephon Effinger has been a critical part of identifying an issue with the new CAREWare update and was actually a part of the team that pilot those corrections

## **EHE Update**

- In Year 3, which begins March 1<sup>st</sup>, the EHE project will be expanded to allow Ryan White providers who are not participating in the Getting to Zero + project, access to client resources. The process for accessing the resources will be shared once it becomes available.
- The GTZ+ HIV Intensive week-long course has been rescheduled from January to the summer 2022, due to increase in the COVID-19 cases.
- The EHE plan for Baltimore City can be found at [www.endhivbaltimore.com](http://www.endhivbaltimore.com)

**6:** Ryan White Part B

**Presenter:** Bruno Benevidas

### **New Office Location:**

- 1223 W. Pratt Street, Baltimore, MD 21223. M-F 8:30 am – 4:30 pm

### **Planning for FY23**

- Jurisdictions under epidemic conditions (Include Anne Arundel, Baltimore City, Baltimore, and Howard Counties): Priority in EIS for youth. Second priority: case management, including non-medical.

- Jurisdictions under endemic conditions (Include Carroll, Cecil, and Harford Counties): Priority in case management, including non-medical.
- The difference between medical and non-medical case Management is the that medical case management refers to following up with a medical condition of the client and make sure they receive medical care. Non-medical case Management refers facility access to services

**Program Improvement:**

- Open invitation to join the Maryland Quality Management Group, with emphasis on the participation of clients and community members. Please contact Linda Knapp ([linda.knapp@maryland.gov](mailto:linda.knapp@maryland.gov)).

**7: Committee Reports**

**Presenter:** Committees

**COCC/CPC**

- The committee met on February 2nd, 2022.
- The committee approved its January 2022 meeting minutes.
- The committee reviewed the Universal Standards, and recommendations for the document to be updated were made.
- The committee discussed hiring someone to finish the last part of the need's assessment, which includes synthesizing and reporting.
- The committee discussed suggestions for additional presenters for this year's upcoming PSRA activity.
- The committee opened election nominations for the combined committee co-chair positions.

**Action Items**

None

**PLWHA**

- The committee met on January 26th, 2022.
- The committee received their yearly training.
- The committee revisited changing its name in hopes of attracting new members.
- The committee asked the PCSO to research to see what other EMA's call their consumer committees.
- The committee approved its work plan.
- The committee requested that MADAP be added to the list of presenters for PSRA.

**Action Items**

None

**Nominating**

- The committee met on February 3rd, 2022.

- The committee reviewed and approved minutes from the January 2022 meeting.
- The committee reviewed council and committee membership and existing vacancies on the planning council. Currently there are (4) vacancies which are listed below.
  - Health care provider
  - State Medicaid agency
  - Grantee under Federal HIV programs.
  - Representative of recently incarcerated.
- The committee reviewed four screened applicants and distributed two new applications for screening.

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Recommend Lance Nichols be sent to the mayor's office for appointment to the planning council.	Dale brewer/ Michael Snowden	Passed

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Recommend PJ Gouldmann be sent to the mayor's office for appointment to the planning council.	Dale brewer/ Charles Culver	Passed

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Recommend Jerry Fleming be sent to the mayor's office for appointment to the planning council.	Dale brewer/ Jonathan Wright	Passed

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Recommend Christine Joy Cooper be sent to the mayor's office for appointment to the planning council.	Dale brewer/ Brande Ward	Passed

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Recommend that (5) Planning council members receive a one-month warning letter based on attendance.	Dale brewer/ Jonathan Wright	Passed

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Recommend that (1) Executive committee member receive a Two-month warning letter based on attendance.	Dale brewer/ Brande Ward	Passed

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Recommend that (1) COCC/CPC committee member receive a one-month warning letter based on attendance.	Dale brewer/ Brande Ward	Passed

Genevieve Beninati

- Does the new nominations and approvals fill all of the open vacancies?

Vanessa Graves

- No, with the exception of the representative of recently incarcerated. It will however satisfy 33% consumer involvement.

Robert DeSantis - Introduction:

- Robert DeSantis: Market Development Manager Janssen Infectious Diseases & Vaccines

Key Areas:

- Public Health- Partnering with health departments, Ryan White programs, and EMA'S to health align the resources at Janssen to the needs of the community.
- Access- Involves access with ADAP State Medicaid and HIV Care Continuum
- Advocacy in Policy-Help link Janssen health policy and advocacy directors to people who are working in the state.
- Local Market Solutions- Try to help and match the resources that Janssen has to some of the needs that the community have.

**8: Prioritization of Services**

**Presenter:** Brande Ward



Brande Ward

- In this activity we will be prioritize 7 categories from high medium and low.

Sam Zisow-McClean

- The purpose of this prioritization exercise is to determine what level of priority is given to a category specifically for Ryan White.

Dennis Rivera

- This is something that is done every year, it gives the council an opportunity to see what trends take place and see what categories needed to be prioritized more than others.

## **1. AIDS Drug Assistance Program (ADAP) Treatments**

Dennis Rivera

- This is a category that historically we have not fund because of the MADAP. I make the recommendation to rank this prioritization as low.

Adam Hueber

- Support ranking AIDS Drug Assistance Program prioritization as low.

Gennifer Robinson

- If this is rank medium or a high priority, how much autonomy do we have to contribute funds in a timely fashion in cases like now we are looking at insurance premiums that won't be paid as a result of MADAP

Sam Zisow-McClean

- For the current fiscal year that we are in a there is nothing much we can really do because those funds have been already allocated.

Gennifer Robinson

- Will rank this category prioritization as medium.

Charmaine Stern-Meggison

- Will rank this category prioritization as High. There are still higher co-pays, some people have financial crisis and can't afford co-pays. This will keep people in care and/or undetectable.

## **2. AIDS Pharmaceutical Assistance [Local Pharmaceutical Assistance Program] (LPAP)**

Dennis Rivera

- Have not funded this category in the past because of MADAP. I rank this prioritization of this category as low.

Brande Ward

- Will rank this category medium to low.

## **3. Early Intervention Services**

Dennis Rivera

- This category is currently funded by Part B, will rank this prioritization of this category as low.

Dale Brewer

- Will rank this low, it hasn't been funded in the past.

Brande Ward

- Rank this prioritization of this category as low.

#### **4. Health Insurance Premium & Cost Sharing Assistance for Low-Income Individuals**

Dennis Rivera

- Currently fund this category, I rank this prioritization of this category as high. With network outage in state this category is more important now.

Brande Ward

- Rank this prioritization of this category as high.

PJ Gouldman

- Rank this prioritization of this category as low because its covered by MADAP.

#### **5.Home & Community-Based Health Services**

Dennis Rivera

- Not sure that there are too many providers that apply for this category. Providers who do receive funding for this category use it for durable medical equipment. Prioritization of this category is high.

**Brande Ward**

- Prioritization of this category is high. Medical durable equipment is expensive.

Sam Zisow-McClean

- What is the role of Medicare and Medicaid supporting these services for our population?

Dennis Rivera

- Historically Medicare has not covered durable medical equipment, especially during COVID.

Genevieve Beninati

- Prioritization of this category is Medium. Even being able to give anybody with hypertension a blood pressure cuff without being insured would fall into this need gap.

Dale Brewer

- There is some free equipment being sent now

Sam Zisow-McClean

- There is a bill that is in front of the legislature this session to provide blood pressure cuff's through Medicaid.

#### **6. Home Health Care**

Dennis Rivera

- Have not funded this category in the past because there are other resources to pay for home health care.

Genevieve Beninati

- High, people without health insurance would use these funds up quickly

**7. Hospice Services**

Dennis Rivera

- We have funded this category in the past. Hospice programs have multiple sources to cover multiple services

PJ Gouldmann

- Prioritization of this category is medium. Hospice services has returned money every year.

Brande Ward

- Prioritization of this category is high.

Genevieve Beninati

- This could be beneficial for those folks who may need the support if hospice care because of the potential end of life but also to benefit folks who would want to continue their antiretroviral therapy.

**12: Adjournment**

**Presenter:** Committee

**Meeting Adjourned**

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
✓ Motion to adjourn the meeting.	Dennis Rivera/ Charles Culver	Yes
✓	Opposed	Abstain