

# MINUTES: PLANNING COUNCIL

July 21, 2020 / 5:30 – 7:30 pm / War Memorial, 101 N. Gay Street, Baltimore, MD 21202



<b>Facilitator (Chair)</b>	J. Keruly/M. Cole	<b>PCSO Lead</b>	Vanessa Graves
<b>Time started:</b>	5:39 p.m.	<b>Quorum:</b>	There was quorum at the start of the meeting
<b>Members present:</b>	Shalyta Campbell, Brande Ward, Judith Shaw, Jeanne Keruly, Evelyn Nicholson, Abby Plusen, Markton Cole, Peter DeMartino, Sara Zisow-McClean, Christopher Stuckey, Vanessa Lathan, Shakima Richardson, Kimberly Whitaker, Kemahn Jones, Sean Thames, Jonathan Wright, Dennis Rivera, Akil Patterson, Victoria Cargill, Wendy Merrick		
<b>Members absent:</b>	Pamela Kurowski, , Monique Thomas, Reginald Douglass,		
<b>Visitors:</b>	E. Bullo, K.King-Reynolds, Carlton Smith, Dale Brewer, Ken O’Bryant, Emily Leonard, Michael Snowden, Mike Valentin, Chamaine Stern-Megginson, Roshaunda Ingram-Harvey, Jocelyn Stenhouse, Cassndra Stewart		
<b>Ryan White Part A:</b>	Sonney Pelham, Lauren Wagner,		
<b>Handouts:</b>	Agenda, Part A & B reports, June Meeting Minutes		

## AGENDA

1: Welcome

**Presenter:** J. Keruly/M.Cole

J. Keruly

- Welcomed all to the meeting.
- Reminded all that the meeting was being recorded.
- A moment o silence was observed.

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to accept the June 2020 meeting minutes.	Christopher Stuckey/Kimberly Whitaker	Passed

J. Keruly

- Thanked everyone for the ability to complete our PSRA held July 9<sup>th</sup>, 2020.
- Collectively we are getting a little better with being able to conduct remote meetings.
- Feels over the next few months we will continue to refine this process.
- We did have some discussion last week about when we should consider a second PSRA.
- We have submitted all documentation requirements there were needed for HRSA.

Sonney Pelham

- We have completed the carryover report for discussion.
- We have \$82,280 that is going to be requested for carryover for use in FY20.
- The request will be submitted with the final FFR (final fiscal report) by July 30<sup>th</sup>.
- Once we have the final FFR we have to make sure the funds tie down to the dollar.
- There was a year that we had a rounding error and this was returned, so we have to make sure tie down to the dollar.
- This is ready for an initial signature.
- The discussion is around where to put these dollars.
- During last years PSRA 50% was put into MAI Oral Health and 50% was put into MAI housing.
- Those categories are no longer funded under MAI this year.
- The PC has to discuss whether or not they want to keep these categories or whether we take the funds out of MAI.
- In FY20 there are four service categories funded under MAI.
  - Core Medical – Case Management and Mental Health
  - Support Services – Outreach and Health Education Risk Reduction
- If you decide ranking wise Medical Case Management was our second ranked, Mental Health third, Outreach was fourth and HERR was our eighth ranked.
- We will probably get the funds in September/October and they will have to be spent by February.
- A query to Sub Recipients on how funds could potential be spent revealed:
  - An outreach idea which would exhaust most if not all of the funds.
  - This would be an outreach training, it would include FTE for staff development and would partner with BCHD to train outreach staff, navigators in the EMA.
  - This would also include outreach and collaboration with community partners including working with re-entry.
  - There is also be some intimate partner training.
  - There is also another project that would enhance the current MMR system, enhancing the referral system for non-billable encounters.
  - We have not fully veted these but these are two potential ideas in outreach that could absorb the funding.
  - Another option could is to consider a Part A funded service and fund this under MAI particularly one of the direct service categories.

Jeanne Keruly

- Regarding the training would there be an opportunity do some training regarding the delivery of Transgendered services?
- This might be something that we would have particular interest in.

Christopher Stuckey

- Can we do a cost benefit analysis to determine the best use of the funds?

Sonney Pelham

- The issue is but not sure as to how detailed this would be as this has to be submitted by the 30<sup>th</sup>.

Akil Patterson

- Issuing money to an FQHC is not something he is in favor of right now.
- They have been receiving multiple streams of funding from multiple sources for COVID.
- I would much rather see us do something involving direct Part A funding.

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to put \$40k in HERR for training and education.	Christopher Stuckey/Jonathan Wright	Did NOT Pass

Akil Patterson

- For purposes of clarity asked if these funds would be targeting direct services or is it just for staff training.
- The problem is here is that COVID is right now so who are you bringing in to train?
- I have concerns as to whether you will be able to spend these funds for training especially at this time.
- Would prefer to have funds directed to helping people and not so much to help an agency spend some money.

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to move \$40k into Mental Health Services	Markton Cole/Christopher Stuckey	Passed

Dr. Cargill

- Based on some of the data that we are presenting at to HRSA on mental health, particularly for transgendered populations with enhanced care retention and virologic suppression is there a way to target some of this.

Sonney Pelham

- We can reach back to some of the existing sub-recipients to try to expend the funds that way. I can't guarantee that it will be done.

Jeanne Keruly

- The average cost per session is \$233. Its approximately 354 visits.
- Given the cost per session we should consider putting all the money into Mental Health.

Akil Patterson

- With telehealth being the norm at this time I believe we would actually get more sessions.
- This actually reduces the cost to the providers?

J. Keruly

- Asked why he thought this would cost less.
- There is still effort and the effort put into telehealth is a lot.

- In the PSRA booklet under MAI for mental health services the final allocation was \$190,899, the expenditure was \$93.27%

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to move \$42,280 into Mental Health Services	Jeanne Keruly/Christopher Stuckey	Passed

Akil Patterson

- So mental health was part of the carryover that came back?
- Based off of previous calculations we will still end up with them returning funds.
- I would rather we look at all the options and look at what was all spent down and put the money there. We just don't want the money to come back.

Sonney Pelham

- Yes, if I recall correctly there was some salary savings.

Christopher Stuckey

- Feels that we are comparing things to situations prior to COVID.
- If we are utilizing telehealth services more, there may not be any funds to return.
- For some, there's been an increase in their mental health appointment frequency.
- I think we need to expand our view and take this into consideration.

### **Part A Report**

Sonney Pelham

- FY20 Contracts were sent out and some have been returned with signatures.
- FY19 progress report, FY20 program report and the FY20 submission reports were all submitted to HRSA in a timely fashion.
- Preparation for the FY20 5<sup>th</sup> month reprogramming are being made.
- The report will be presented to the fiscal committee in September.
- We will work with the sub recipients to identify service categories that may not fully expend by the end of this fiscal year. We will also attempt to identify categories that may benefit from supplemental funding.

CQM

- The team has worked diligently in planning the third phase of the quality improvement.
- The subcommittee has developed a comprehensive QI curriculum to assist sub recipients and consumer pairs to strengthen their partnerships.
- They will learn how to conduct practical QI work.
- July 30<sup>th</sup>, the final FFR is due to HRSA.
- The supplemental carryover will be submitted with that report.

EHE

- June 24<sup>th</sup> there was a successful kick off meeting.
- All partners are eager to get started.

- Reporting deadlines have been extended.

#### COVID -19

- Awards were verbally communicated to the successful subrecipients.
- It has been confirmed that ABC will serve as the fiscal agent.
- Final awards will be going out to the sub recipients shortly.

#### Akil Patterson

- ABC, are we really confident that they will get things out in a timely manner.
- We have had issues around them in general and I have real concerns.

#### Victoria Cargill

- They are the fiscal agent for COVID-19 funds and have been impacted like everyone else.
- We are working on some additional processes to expedite things.

#### Akil Patterson

- Where did the decision to house this process come from?

#### Victoria Cargill

- We weren't given a lot of time when we were told funds were coming.
- Our choices were;
  - Baltimore City
  - ABC who has been a bit nimbler for us to get funds housed and moving.
  - Persons who were awarded fund are already under contracts with ABC and it just made more sense to use them as opposed to having to set up a new contract, wait on the BOE, when HRSA is breathing down our necks to move these funds out.
- While I respect the concerns, we have not had quite that experience until recently when we had other factors that came into play.
- We are actually working with them to resolve some of these processes.

#### Akil Patterson

- While this maybe easier for some there should still be some transparent process.
- This is something that our city government has lacked for quite some time.
- Just wants to make sure it's known that they have had issues with city money.
- It's the cities responsibility to make sure we are responsible.

#### Victoria Cargill

- I am comfortable with our decision and disbursements have already begun.

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### 3: Part B

**Presenter:** Vanessa Lathan

#### Vanessa Lathan

- There are really no major Part B updates.
- We entered our new fiscal year on July 1<sup>st</sup>.
- We are well underway for FSY21

- Reminded all about the MDH data resource board, developed by our epidemiologist within our bureau. The link is provided in the chat.
- Will continue doing the NASDAQ updates.

**4: Committees Updates**

**Presenter:** Jeanne Keruly

CPC

- We are moving forward with the needs assessment.
- We are trying to get everyone hired.
- Hoping that next month we will have updates regarding start dates.
- We are working with the support office to get a date out for our next CPC meeting in August.

COCC

- We will be meeting on August 5<sup>th</sup>.
- We will be talking about doing a priority discussion with the community.

PCSO

- We are underway and will be selecting for a Research Analyst 1.
- A resume was turned in for the Research Manager position. This position will be contractual.
- Regarding the tablets, everything has been submitted.
- We don't have the budget yet but hopefully this will be resolved soon.

Jeanne Keruly

- We need to take a look at our need to support hardware for PC members who may need support in this area. There is funding in the budget for this.
- The budget is being provided for your review.
- Fiscal will have a meeting and at our next meeting we will be able to provide an update.

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to have two PSRA this year.	C.Harvey/P.J. Gouldman	Passed

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to amend our existing practices for PSRA this year.	J. Wright/C. Stuckey	Passed

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to level fund for the first round of PSRA.	C. Stuckey/B. Ward	Passed

**5: New Business**

**Presenter:** Committee

Jeanne Keruly

- We need to give having more flexibility regarding carryover funds in the future.
- Thinks this would have been a little easier if we had this flexibility.

Akil Patterson

- Would like to see what our contract process looks like from the standpoint of who, what and where.
- What this will look like moving forward and the selection process.

Markton Cole

- We look at this when we do the evaluation of the administration mechanism.

**6: Adjournment**

**Presenter:** Chair

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to Adjourn	Jonathan Wright /Sara Zisow-McClean	Passed

Meeting Adjourned at 7:28 p.m.