

**MINUTES: PLANNING COUNCIL MEETING (Virtual)****June 21<sup>th</sup>, 2022 / 4:30 p.m. – 7:30 pm**

<b>Facilitator (Co-chair)</b>	Sam Zisow-McClean	<b>PCSO Lead</b>	Dwayne Smith
<b>Time started:</b>	Time: 4:34 p.m.	<b>Quorum:</b>	The committee did have quorum.

\*Left meeting Early

<b>Members present:</b>	Brandee Ward*, Brittany Kelly Bruno Benevidas, Charles Culver Sr, PJ Gouldman, Charmaine Stern-Meggison, Carlton Smith, Dale Brewer, Fernando Mena-Carrasco, Gennifer L Robinson, Kelsey Markie, Michael Snowden, , Sam Zisow-McClean, Shalyta Campbell, Wendy Merrick, Ken O Bryant, Jerry Fleming,
<b>Members absent:</b>	Adam Huebner, Lance Nicholas, Christine Joy Cooper, Markton Cole, Wendy Merrick, Montrell Vass
<b>Visitors:</b>	Genevieve Barrow, Genevieve Beninati, Christina Moore, Hope Cassidy-Stewart, Meredith Lawler, Jocelyn Stenhouse, Lauren Rodriguez, John Crouch, Marva Gooden, Valli Meeks, Walker Stump Coale, Evelyn Nicholson, Lester Spence
<b>Ryan White Part A:</b>	Lauren Wagner, Ricky Moyd Jr, Alberta Ferrari, Sonney Pelham, Victoria Cargill, Joan Carey, Stephon Effinger, Rodrique Sumpter
<b>Handouts:</b>	Meeting agenda, Data presentations, June 2022 PC minutes, Chair report, Part A and B reports, COCC/CPC Co-Chair report, Nominating committee Chair report, Fiscal Chair report ,Service categories comparison

**AGENDA****1: Moment of Silence/ Introductions/ Welcome****Presenter:** Sam Zisow-McClean**Discussion:**

- Welcomed all to the June 2022 PC meeting.
- A moment of silence was observed.
- Introductions were made.

**2: Data Presentations****Presenter:** S.Effinger /C.Flynn**1. Expenditure Service Delivery**

Sonney Pelham, Deputy Director of Administration  
Ryan White Program

**2. Clinical Quality Management**

Lauren Wagner, Deputy Director of Clinical Quality Management  
Ryan White Program

**3. Behavioral Health**

John Crouch, Clinical Services Coordinator  
Behavioral Health System Baltimore

**3: Chair Report****Presenter:** Sam Zisow-McClean**HRSA Updates**

There are no updates due to this month's HRSA meeting being rescheduled to July.

**Membership**

- Six applications have been cleared by the Mayor's office for appointment.
- The Planning Council is now meeting its legislative mandate of having at least 33% unaligned consumer membership.
- The following legislatively mandated seats remain vacant:
  - Community-based organization;
  - Grantee under other federal HIV programs.
- The Nominating committee has approved a candidate to fill the State Medicaid agency seat.
- Jenny Bradenbaugh accepted another position within her agency and has resigned from the Planning Council.
  - A replacement for this seat has already been recommended.
- Asked all to continue to refer people to the Nominating committee with a focus on unaligned consumers.

**Dates to Remember**

- PSRA training will be conducted on June 30<sup>th</sup>, 2022 from 5:00pm to 6:00pm.
- PSRA will be conducted on July 21<sup>st</sup>, 2022, with July 28<sup>th</sup>, 2022 reserved. If a second day is needed.
- Carlton Smith asked if PSRA would be virtual?
- Sam stated Yes.
- The next HAB You Heard webinar will take place on June 29<sup>th</sup>, 2022 from 2:00pm to 3:00pm.
- There will be special guests from HRSA's Health Center program, who will highlight important HIV testing and prevention efforts in honor of National HIV Testing day.

- The latest and important updates on monkeypox, specifically for RWHAP recipients and providers, will also be shared.
- This webinar is open to all RWHAP recipients, subrecipients, stakeholders, and federal staff. Registration is required to participate.
  - The National RW Conference on HIV Care and Treatment will take place August 23<sup>rd</sup>-26<sup>th</sup>, 2022.
    - o Registration is open and all are encouraged to register.

**4: Approval of March PC Minutes** **Presenter:** Committee

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Motion to approve the June 2022 PC meeting minutes.	Carlton Smith/PJ Gouldman	Passed

**5: Part A** **Presenter:** Alberta Ferrari, MD

**Administration**

- We have a new Fiscal agent call CTL (Connections through Life)
- A contract has been signed and it has been returned to the contract unit. After that the contract will be sent to the legal and audits department before it is sent to the BOE for approval.
- There has been a request of an advance of the award that will allow the fiscal agent to reimburse providers for services that have been provided from March to April. This document is currently on its way to the BOE for approval.
- HRSA has agreed to provide the Fiscal agent with technical assistance.
- CTL are scheduling meetings with each of the providers.
- We are closing out Fiscal year FY 2021. The work will continue on closing out the award, reimbursing providers and submitting reports to HRSA.
- **S.O.A.R. Prison Release Program Updates:**
  - o All SOAR sub-recipients are continuing to enter their data into CAREWare. This is the continued transition of the data tracking from Excel files into the database.
  - o DPSCS is in the process of updating all volunteer programs staff, including SOAR, to have in-person services in the facilities again.
  - o SOAR will be submitting a poster presentation to HRSA for Ryan White conference.
- **Desk Audit / Site Visit Updates:**
  - o The close-out of the FY21 cycle is still underway with ABC. They are continuing to complete the reports for final review for approval and signature. Once approved the sub-recipient will be sent their report.

- A draft of the monitoring waiver is completed. The waiver will be sent to HRSA in regard to comprehensive site visits for FY22. The current plan is still to conduct site visits for the FY22 cycle virtually using Zoom or Teams.

### **Planning**

- MDH is close to concluding the community engagement listening sessions. They will be moving to bi weekly stakeholder meetings, to review the activities that can be completed or that are achievable in the next five years

### **CAREWare**

- We have subcontracted with an entity to host CAREWare. The entity has recently submitted a request to sell the company because of the high insurance rates. MDH has stepped in to assist them with the insurance cost. We are having discussions with them regarding the CAREWare contract.

### **Dale Brewer**

- Asked if the fiscal agent is going to close out FY21 and make sure the reimbursements are being paid to providers?

### **Alberta Lin**

- Stated that it's an unusual year because we have one fiscal agent going out and one that is coming in.
- ABC is responsible for reimbursing the programs and their contract execution went through a delay which is why programs haven't been reimbursed.
- This will be addressed and providers will receive their reimbursement for FY21

### **Carlton Smith**

- When will we meet the new Fiscal agent?

### **Alberta Lin**

- We will prioritize having a meeting in the summer no later than the fall.

## **6: Part B**

**Presenter:** Bruno Benevidas

### **HIV Integrated Program**

- SFY23 funds allocations is delayed a few weeks

### **Quality Management:**

- Resuming the statewide implementation of a quality improvement project to improve the screening of mental health and substance use during case management visits
- There are two strategic objectives that we want to achieve in the next coming years. The two objectives are
  - To increase the number of persons with HIV that are not aware of their status become aware of their status
  - Assist clients to viral suppression

**Data Systems:**

- A shared client eligibility data under testing.
- Unexpected issue with CAREWare hosting services
  - Short term solution is to increase the funding from the state to the Baltimore city health department to allow to pay the increased costs of the insurance premiums by the internet hosting provider.
  - Long term solution is to organize an RFP and have a contract with a provider directly from the state

**Maryland HIV Planning Group**

- HPG Community Engagement Live Listening Sessions (CELLS)
  - Information on the Monkeypox for community members. Follow the link to a webinar where MDH staff presented on monkeypox basics and led community members in a dialogue on the appropriate community messaging.

**Center for Viral Hepatitis**

- Outbreaks of the hepatitis A virus in Baltimore City have been reported among HIV-infected MSM and in PrEp-using MSM. There is a high prevalence of HBV and HCV infections among the HIV-positive population with injection drug use being the most efficient means of transmission, especially among the young HIV-positive population.

**Alive! Maryland**

- Training and Capacity Building
  - The Maryland Department of Health has launched Alive! Maryland, the first-ever comprehensive capacity building initiative for the infectious disease and primary care workforce in the State of Maryland.

**Regional Coordination**

- A meeting of the Washington DC, Maryland, and Virginia (DMV) HIV programs is scheduled on June 30, 2022. The main agenda item will be the Integrated HIV Plan.

**Dale Brewer**

- Asked can you talk about the MADAP repeal that stopped the emergency MADAP Benefits?

**Bruno Benevidas**

- Stated that the repeal was implemented and has become effective June 13, 2022.

**Kelsey Markie**

- Does the state have any plan for an alternative urgent funding stream?

**Bruno Benevidas**

- The urgent MADAP was not in compliance with HRSA Policies.
- We are trying to speed up the eligibility determination process but we cannot go back to something similar to what we have before.
- In order to start the provision of services before eligibility there must be a funding caution and our program does not have that.

Dale Brewer

- Asked if the program no longer active due to noncompliance?

Bruno Benevidas

- Yes, noncompliance opens the door for HRSA to disallow cost which means the state would have to payback all non-allowable funds.

Kelsey Markie

- Asked what is the plan going forward since there are urgent needs?

Stephon Effinger

- Stated one thing that we are trying to do is create a universal eligibility platform were clients are eligible for all sources for funding.

Kelsey Markie

- Asked do we have a timeline for this plan and how long will it take to become active?

Bruno Benevidas

- Stated we are in the final stages of the process and next month we will have news on the testing stage.

Vanessa Graves

- Asked if the emergency MADAP was the cushion that provided to help secure eligibility documents?

Bruno Benevidas

- Stated on the PCN it talks about how you can start a very fast process to treat a client with HIV even before determining eligibility.
- If the client is not eligible for Ryan White then the provider needs to return the funds used before determining that the client was not eligible.
- These funds are not available to us on a city, state, and institutional level.

Stephon Effinger

- Stated that we do not want to ask a provider to call back funds base on eligibility because it creates a fiscal fiasco for our providers.
- We want to take the eligibility out of the hands of the provider and make it a roll in the recipient's office.

**7: Committee Reports****Presenter:****COCC/CPC**

- The committee met on June 1<sup>st</sup>, 2022.
- The committee approved May 2022 meeting minutes.
- The committee was informed that the Universal Standards are being reviewed internally for comments and feedback. The Recipient has a workgroup meeting on 6/9 to review and agree on any changes. Once that is complete this will be provided for committee review and will then be sent out to sub-recipients.
- The committee made updates to the following service categories:

- Outreach;
- Other professional services;
- Linguistic services;
- Non-medical case management;
- Housing;
- Medical transportation.
- The committee was informed that hiring and work for the need’s assessment will move forward.
- The committee reviewed data presenters for June PC meetings.

**Action Items**

- None

**Nominating**

- The committee met on June 2nd, 2022.
- The committee reviewed the May 2022 meeting minutes.
- The committee discussed current recruitment opportunities.
- The staff reviewed and discussed the interviewing process and feedback with the committee.
- The committee reviewed council and committee membership and existing vacancies on the planning council. Currently there are (3) vacancies which are listed below.
  - State Medicaid Agency (The committee interviewed a candidate to fulfill this vacancy)
  - Grantee under other federal HIV programs
  - Community Based Organization
- The committee distributed six new applications for screening.

**Action Items**

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Recommend Meredith Lawler be sent to the mayor’s office for appointment to the planning council	Dale Brewer/PJ Gouldman	Passed

**Fiscal**

- The committee met on June 14<sup>th</sup>, 2022
- The Committee reviewed and approve January 2022 meeting minutes.

- The committee was informed that there are delays in reimbursement in FY22 due to the acclimation of a new fiscal agent, new fiscal staff and close out with the old fiscal agent.
- The committee reviewed the following reports
  - FY21 Expenditure Service Delivery
  - FY22 Expenditure Service Delivery Report May YTD
- Due to lack of utilization information the committee decided to reconvene in July with regard to making any funding decisions.
- The committee reviewed and approved its FY22 work plan

**Action Items**

<b>Motion:</b>	<b>Who made the motion? Second?</b>	<b>Motion passed?</b>
Approve Fiscal committee 2022 work plan	PJ Gouldman/Carlton Smith	Passed

**8: Prioritization of Services** **Presenter:** Committee

Sam Zisow-McClean

- Asked due to time constraints can the prioritization of services activity be finished at next month’s meeting?

Kelsey Markie

- Stated yes, there are only four categories left to review.

**9: New Business** **Presenter:** Committee

**MOU**

Sam Zisow-McClean

- Stated the MOU has been signed by the appropriate parties and already has been approved.

**10: Adjournment** **Presenter:**

<b>Motion:</b>	<b>Who made the motion second?</b>	<b>Motion passed?</b>
Motion to adjourn the meeting.	Carlton Smith / Jonathan Wright	Yes
	Opposed	Abstain