

MINUTES: PLANNING COUNCIL MEETING (Virtual)**March 15th , 2022 / 4:30 p.m. – 7:30 pm**

Facilitator (Co-chair)	Dale Brewer	PCSO Lead	Dwayne Smith
Time started:	Time: 4:36 p.m.	Quorum:	The committee did have quorum.

*Left meeting Early

Members present:	Kelsey Markie, Michael Snowden, Wendy Merrick, Adam Huebner*, Jenny Braden Baugh, Dale Brewer, Brittany Kelly, Fernando Mena-Carrasco, Charmaine Stern-Megginson, Markton Cole, Shalyta Campbell, Montrell Vass
Members absent:	Judith Shaw, Sam Zisow-McClean, Charles Culver Sr, Jonathan Wright, Ken O'Bryant, Dennis Rivera, Bruno Benevidas, Brande Ward, Gennifer Robinson
Visitors:	Erica Bullo, Genevieve Beninati, Genevieve Barrow, Hope Cassidy-Stewart, P. J. Gouldman Robert DeSantis, Root Woldu, Shivani Modi, Andrea Curley, Carlton Smith, Howie Newton, Cleo Edmonds, Hope Cassidy-Stewart, Bria White, Carmi Washington-Flood, Marva B. Gooden, Jocelyn Stenhouse, Jerry Fleming, Margaret Flanagan, Claire Gregory, Clarice Hampton
Ryan White Part A:	Lauren Wagner, Ricky Moyd Jr, Alberta Ferrari, Sonney Pelham, Victoria Cargill
Handouts:	Meeting agenda, Healthcare for the homeless presentation February Maryland legal aid presentation, Medicaid presentation, February PC minutes, Chair report, Part A and B reports, COCC/CPC Co-Chair report, Nominating Committee Chair report, HRSA Service Categories, PC bylaws, MOU Draft

AGENDA**1: Moment of Silence/ Introductions/ Welcome****Presenter:** D. Brewer**Discussion:**

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

2: Data Presentations**Presenter:** M. Flanagan/E. Bullo/C. Gregory**1. HIV and Homelessness**

Margaret Flanagan, Senior Director of Quality Assurance
Health Care for the Homeless

2. Maryland Medicaid Program & HIV Service Delivery

Claire Gregory, Special Assistant
Office of Healthcare Financing Medicaid

3. Overview of Legal Aid Bureau Ryan White Program Services

Erica Bullo, Staff Attorney
Maryland Legal Aid

3: Chair Report**Presenter:** D. Brewer

- PC leadership along with the Recipient's office joined the monthly monitoring call with the Baltimore EMA's HRSA Project Officer, Ms. Deborah Medina, on Tuesday, March 8th, 2022.
- The next HAB U Heard webinar will take place on March 24th, 2022 from 2-3pm
- Joining this webinar will be the new HRSA Administrator, Carol Johnson who will also present her new work plan.
- On Friday the FAQ document regarding the integrated plan will be posted on HRSA's website and a PDF of the document will be sent out.
- Our Project Officer focus continues to be the PC meeting it's mandated responsibility of the 33% consumer involvement.
- We informed that all of the recent recommended persons for PC membership are non-aligned consumers.
- We also advised that we have one additional non-aligned consumer that is in the process of being screened for PC membership.
- We were asked to provide in our next report a total number of non- aligned consumers that currently serve on the council.

Dates to Remember

- PSRA will be held on June 9th and 10th, 2022. Please mark your calendars accordingly.
- The next HPG CELLS sessions for this month will be on, March 22nd (Transgender), and March 24th (SGLM).
- The National RW Conference on HIV Care and Treatment will take place August 23rd-26th, 2022. The plan is to have a hybrid model with limited in person attendees.

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

Motion:	Who made the motion? Second?	Motion passed?
Motion to approve the February 2022 PC meeting minutes.	Michael Snowden /Wendy Merrick	Passed

5: Part A

Presenter: Alberta Ferrari, MD

Administration

- The FY22 Continuation Application submissions have been reviewed by
- BCHD program staff and Fiscal Agent staff.
- Initial FY22 Partial Awards are being finalized for distribution to the Part a Baltimore EMA and, upon agreement with the new agency, will begin the FY22 subrecipient contracting process with the sub-recipients.
- A new fiscal agent, Connections Thru Life (CTL) also had applied for the RFP and is being vetted. More details will be forthcoming as their non-profit status and other bona fides are confirmed.

Fiscal

- The grantee has begun the process to identify a new Fiscal Agent for the
- Baltimore EMA as a result of the recently completed RFP process.
- Sub-Recipient invoices are paid through December 2021 for both Part A & MAI.
- January expenses will be sent to BCHD for reimbursement by March 4, 2022.

QM

- The CQM team received the results from the QI Needs Assessment Survey and are analyzing them to continue preparations for Phase 4 of the QI Sub-Committee; the goal of the 4th Phase of the QI Sub-Committee is to expand quality leaders across the Baltimore EMA by providing a forum for participants to present their quality improvement QI work, share quality management experiences, and improve consumer involvement; 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. BEMI reviewed and discussed the trends in outcomes from the first round of PDSA cycle.
 - The BEMI team is looking for a consumer liaison to join the team, if interested please contact Dr. Lauren Wagner, lauren.wagner@balitmorecity.gov
 - Providers from the BEMI team presented their intervention work for the first PDSA cycle progress to the Age Affinity Group within the Create+Equity Collaborative. The presentation was on February 8, 2022 and targeted the 13-24 age group.
 - BEMI is conducting a root cause analysis activity to focus on the next round of PDSA intervention for care plan surveys and assessments. The

collaboration team is planning consumer outreach activity focused on increasing the completion of the self-care assessments.

- Sub-recipients continue to receive technical assistance on QM plans and Plan-Do-Study-Act Cycles (PDSA) and individualized training on QI methodology and tools.

CAREWare

- Monitoring and technical assistance of 2021 are underway with sub-recipients. To date, fifty percent (50%) of sub-recipients have submitted early. Combined monitoring continues across Part A and Part B (State Special) sub-recipients.
- The BCHD CAREWare Team is automating Performance Measures in CAREWare using the Performance Measure utility found in CAREWare. The automation of Performance Measures will allow CQM staff to run measures by sub-recipients and the Baltimore EMA without heavy data manipulation.
- Data quality checks are in process for Ending the Epidemic (EHE) program sub-recipients to confirm eligibility and HIV diagnosis'.

6: Part B

Presenter: B. Benevidas

N/A

7: Committee Reports

Presenter: Committee's

COCC/CPC

- The committee met on March 2nd, 2022.
- The committee approved February 2022 meeting minutes.
- The committee reviewed the Universal Standards. Once the committee gets feedback from the providers, the COCC/CPC will vote on approving the document to send to the executive committee.
- The committee made updates to the standards of care for sections under ADAP, EIS, and Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals.
- The committee discussed suggestions for additional presenters for this year's upcoming PSRA activity.
- The committee discussed the feedback from the first part of the Prioritization activity.
- The committee closed election nominations for the combined committee co-chair positions.

Action Items

None

Nominating

- The committee met on March 3rd, 2022.
- The committee reviewed and approved minutes from the February 2022 meeting.

- The committee discussed current recruitment opportunities
- 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

Action Items

- Recommend that (1) COCC/CPC committee member receive a one-month warning letter based on attendance.

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

8: MOU **Presenter:** D. Brewer

Motion:	Who made the motion? Second?	Motion passed?
Approval of the MOU	Michael Snowden/ Charmaine Stern-Megginson	Passed

9: PC Bylaws **Presenter:** D. Brewer

- Daniel Larvey stated that PC Members have until COB March 16, 2022 to send any recommendations and edits.
- Dale Brewer stated that after this document is close with no more corrections or edits, there will be a doodle poll that will go out to all PC members.

10: Prioritization of Services **Presenter:** Committee

1. Medical Case Management, including Treatment Adherence Services

- Category prioritization was rated as high.

Discussion:

- Recommendation to invite an organization that contracts with various MCO’s to provide MCM for HIV patients to a PC meeting to discuss what they do and how it relates to RW MCM

2. Medical Nutritional Therapy

- Category prioritization was ranked high/ medium to high.
- In FY20 the category was funded for Parts A and B

3. Mental Health Services

- Category prioritization was rated as high.

Discussion:

- There seems to be a greater need in part due to impact of COVID 19
- Category is endlessly important but questions if the US clinical approach to MH is that effective or sustainable.

4. Oral Health Care

- Category prioritization was rated as high.

5. Outpatient Ambulatory Health Services (OAHS):

- Category prioritization was rated as high.

6. Substance Abuse Outpatient Care

- Category prioritization was rated as low/medium.

Discussion:

- A lot of this is covered under commercial insurance and Medicaid.
- It is also difficult to spend these dollars under Ryan White. If a person is not eligible through Medicaid, they are most likely not going to be eligible through Ryan White funding.

7. Child Care Services

- Category prioritization was rated as medium/low.

11: Adjournment		Presenter:
Motion:	Who made the motion second?	Motion passed?
Motion to adjourn the meeting.	Wendy Merrick / Michael Snowden	Yes
	Opposed	Abstain