

# Greater Baltimore HIV Health Services Planning Council

# Minutes

Final

Date of meeting:	June 19, 2012	Present:	R. Alexander	T. Hawkins
Time started:	6:33p.m.		K. Bellesky	D. Kelson
BCHD Staff:	J. Ungard		D. Brewer	J. Keruly
IGS Staff:	D. Gorham      D. Munro		W. Commander	S. Johnson
	K. McGinley    A. Onyeabo		G. Daniels	H. Lambert
	T. Lenna        L. Laird		(proxy for V. Graves)	D. Lane (proxy for E. Anderson)
Handouts:	<ul style="list-style-type: none"><li>▪ Agenda (June 19 2012)</li><li>▪ PC Packet</li><li>▪ HIV/AIDS Handout</li><li>▪ HOPWA presentation</li><li>▪ HIV prevention presentation</li></ul>		R. Disharoon	F. Poindexter
			B. Fitzsimmons	M. Reese
			J. Fleming	D. Rivera
			A. Fowlkes	M. Richmond-Ward
			P.J. Gouldman	W. Samuel
			(proxy for D. Henson)	D. Shamer
			C. Harvey Sr.	B. Shird
			R. Haden	T. White
			J. Hailey	
		Absent:	S. Alston	D. Henson
			E. Anderson	S. Jenkins
			T. Brown	C. Massey
			D. Clark	A. Larrimore
			C. Edmonds	S. Rawls
			V. Graves	L. Sowah
			V. Geffard	
			R. Gore-Simmons	
		Visitors:	L. Ball	R. Luogs
			A. Blue	R. Muuva
			K. Bly	A. Newton
			S. Bosley	D. Pollard
			G. Childs	W. Pulliam
			C. Dyel	L. Smith
			M. Franklin	W. Telp
			N. Guest	
			R. Hveda	

## Approval of Planning Council Minutes & Chair Report

J. Keruly

### Discussion:

- **The council reviewed the minutes from the May 2012 PC meeting and noted the following changes:**
  - Eight council members opposed moving bylaw changes during the last meeting
  - K. Bellesky and E. Anderson were present during the last meeting

- V. Graves was absent during the last meeting
- A. Larrimore presented a side-by-side presentation with Medicaid
  
- J. Keruly presented the Chair Report for June 2012.

Motion: To amend the May 2012 PC minutes with corrections.

Made by: W. Commander      Second: D. Kelson

Action: Passed

Opposed: 0      Abstain: 0

[Special Reports \(PCSO Update on Bylaws\)](#)

D. Munro

Discussion:

- D. Munro presented the council with the proposed changes to the bylaws that had been discussed in May. He went over the various categories and let the council deliberate.

[A. VOTING MATTERS](#)

Made by: R. Disharoon      Second: W. Commander

Motion: To adopt section A as proposed and approve the following bylaw changes:

- Majority vote and super majority are redefined in Sec. 1.3.21 and Sec. 1.3.30 respectively
- A sentence is added to Sec 7.3.1
- "Vote" is stricken from Sec. 7.3.4 and two phrases are added
- A phrase is added to Sec. 7.3.5

Action: Passed

Opposed: 0      Abstain: 0

[B. PRESIDING MATTERS](#)

Made by: F. Poindexter      Second: K. Bellesky

Motion: To adopt section B as proposed and approve the following bylaw changes:

- "Council chair" and "chair" are stricken from Sec. 6.1 and replaced with "presiding officer"
- "Planning council chair" is stricken from Sec. 7.3.2 and replaced with "presiding officer"

Action: Passed

Opposed: 0      Abstain: 0

[C. REGULATORY AND COMPLIANCE MATTERS –  
Sec. 2.3.14](#)

Made by: D. Brewer      Second: C. Harvey

Motion: To approve the addition of the sentence – A representative from a community planning body in the state of Maryland (i.e., the Maryland Community Planning Group, or the Regional Advisory Committee for the state of Maryland) - to bylaws.

Action: Passed

Opposed: 0      Abstain: 0

[C. REGULATORY AND COMPLIANCE MATTERS –  
Sec. 7.6.1](#)

Motion: To approve the inclusion of the clause – with the exception of the council’s Annual Meeting, held in December of each year, - to bylaws.

Action: Passed

Made by: C. Harvey Sr.

Second: D. Shamer

Opposed: 0

Abstain: 0

[C. REGULATORY AND COMPLIANCE MATTERS –  
Sec. 7.3.3](#)

Motion: To send Sec. 7.3.3 to the bylaw committee to review and revise the language.

Action: Passed

Made by: PJ Gouldman

Second: W. Samuel

Opposed: 0

Abstain: 2

[C. REGULATORY AND COMPLIANCE MATTERS –  
Sec. 7.8.2](#)

Motion: To accept the inclusion of a new clause to the PLWH/A regulatory bylaws.

Action: Passed

Made by: D. Brewer

Second: D. Shamer

Opposed: 0

Abstain: 0

[D. OTHER MATTERS \(HOUSEKEEPING\)](#)

Motion: To approve housekeeping bylaw changes involving the revisions of Sec. 1.3.10, Sec. 5.3.4.b.iii, Sec. 6.3, and Sec. 7.4.9

Action: Passed

Made by: D. Kelson

Second: M. Richmond-Ward

Opposed: 0

Abstain: 0

[D. OTHER MATTERS \(GRIEVANCES\)](#)

Motion: To approve housekeeping bylaw changes for complaints against individual council members (Sec. 10.2, Sec. 4.2, and Sec. 5.1.1.c) and include K. Bellesky’s friendly amendment to Sec 10.1.1 so that the last sentence is placed before the prior sentence.

Action: Passed

Made by: D. Shamer

Second: K. Bellesky

Opposed: 0

Abstain: 1

[Ryan White Part A Update](#)

Discussion:

J. Ungard

**June 19<sup>th</sup>, 2012**

**A. Part A Administration**

**1. Administrative Contracts:**

- a. Number of direct service contracts for FY 2012: - 4
- b. Award letters distributed to providers: 4
- c. Number of fully executed contracts: - 1

**2. HRSA Updates:**

- a. Site visit follow-up report
  - i. Received on May 29
  - ii. Response due within 30 days of receipt of the report
- b. Technical assistance
  - i. HRSA has approved the request for technical assistance (TA)
  - ii. The TA will begin in June at a time and date agreed upon by all parties
  - iii. Mr. Tom Hickey will serve as the consultant with Ms. Emily Gantz-McKay as an alternate
- c. Monthly call

**3. ESD Report**

- a. The 12 month ESD report is due to the Planning Council on 7/2/12

**4. FY 2011 Annual Progress Report**

- a. Guidance submitted to PCSO 6/11/12
- b. Planning council section due to the BCHD on July 2, 2012

**B. Clinical Quality Management Program (CQM)**

1. Welcome to Serge Tankeu, the newest addition to the CQM team! He joins us from the Virginia Department of Health and has a Master's in Public health with a concentration in epidemiology.
2. All EMA and vendor reports completed. EMA reports due from the print shop on 6/19.
3. FY2012 CQM tools under development and scheduled to pilot the last week of June.
4. Thank you to everyone who attended the CQM technical assistance training sessions at Sheppard Pratt this spring! We had four successful sessions with primary care, oral health, non-medical case management, and psychological support service providers from February through May. Programs received data reports, brainstormed for improvement opportunities, developed local projects at their agencies and reported back to one another throughout the spring. Thanks to everyone who participated and great job on all your hard work!
5. Medication adherence tools are still being piloted and utilized at a third pmc agency. The multi-media education program for the newly diagnosed is being previewed in story board format and Dr. Bradley is exploring possible production companies and funding sources.
6. CQM is reaching out to multiple consumer advisory boards to offer partnership and capacity building around QI techniques and strategies to enhance consumer participation in their respective primary care centers' improvement activities.

**Ryan White Part B and D Update**

T. Hawkins

Discussion:

**Ryan White Part B**

- In May, James Chris Aldridge joined IDEHA. Chris is the Assistant Director, Office of Infectious Disease Prevention and Care Services.

- For SFY 2013 all Baltimore City Vendors are awarded funding for continuation of SFY 2012 awards. Budget Packets are due to Baltimore City Health Department on or before June 29, 2012.
- IDEHA hosted the annual Statewide Grantees Meeting on June 12, 2012. One hundred forty participants attended.

**Ryan White Part D**

- IDEHA has not yet received a notice of grant award for Ryan White Part D.

**New Business/ Data Presentations**

Discussion:

- A motion was passed to move new business before planning council updates
- Jamal Hailey of University of Maryland’s STAR TRACK Adolescent HIV program presented on HIV/AIDS in the youth population
- D’Andra Pollard of the Mayor’s office discussed the support housing services that HOPWA provides for the EMA.
- Leroy Smith of bSAS provided a data presentation of Ryan White Part A.
- Ravikiran Muuva of the BCHD STD prevention program presented on HIV prevention.

**Comprehensive Planning Committee**

Motion: To extend the July meeting by 30 minutes.

Action: Passed

Made by: C. Harvey

Second: K. Bellesky

Opposed: 0

Abstain: 0

**Continuum of Care Committee**

Motion: To support the planning council’s submission of a 75/25 wavier based on the committee work plan and data received.

Action: Passed

Made by: B. Shird

Second: C. Harvey

Opposed: 0

Abstain: 1

Time adjourned: 8:36	Date of approval:
Signature:	Electronic signature of chair (PC Minutes only):