

Date of meeting: September 20, 2011
 Time started: 6:10 p.m.
 BCHD Staff: A. Ferrari J. Ungard
 IGS Staff: D. Gorham N. Slaughter
 T. Lenna T. Tolson
 K. McGinley

Handouts:

- Minutes of the August 16, 2011 Planning Council meeting.
- August 201 Planning Council Packet.
- Final Action Items (September 2011).
- Slate of Eligible Nominees for Council Leadership and Nominating Committee Membership (September 2011).
- Summary of the Special Assessment of the Administrative Mechanism (September 2011).

Volume:

Present:

S. Alston	A. Fowlkes	A. Middleton
K. Bellesky	R. Haden	S. Johnson ²
R. Bradley	C. Harvey Sr.	D. Rivera
D. Brewer	T. Hawkins	M. Reese
D. Clark	D. Henson	M. Richmond-Ward
W. Commander	M. Hitch	W. Samuel
R. Disharoon	S. Jenkins	D. Shamer
C. Edmonds	P. Terry ¹	L. Sowah
B. Fitzsimmons	H. Lambert	T. White
J. Flemming	C. Massey	

Absent:

M. Becketts	V. Graves	D. Kelson
D. Broadway	R. Gore-Simmons	L. Servance

Visitors:

L. Bank	N. Guest	T. Satchell
R. Booker	L. Lead	C. Smith
D. Daughter	W. Rolls	H. Smith

Chair Report

M. Reese

Discussion:

- The council recognized the resignation of former council chair L. Green and Part B representative M. Hitch and thanked them for their service.
- EMA is in receipt of the final award amount, which results in a 4 percent decrease for the overall EMA.
- The council received letters of appointment and re-appointment for 11 council members via e-mail from the mayor's office during the meeting. Those members in attendance were then permitted to vote in the council proceedings.
 - Council leadership asked that those who were not in attendance not have this absence counted against them, as there was no indication as to when membership letters would be received.
- The chair requested that the council review the proposed slate of deliverable for the upcoming application to HRSA.

Motion: To accept the slate of deliverables for the application to HRSA.

Made by: K. Bellesky

Second: S. Jenkins

Action: Passed

Opposed: 0

Abstain: 0

Approval of Minutes

Council

Discussion:

- Two corrections were noted: correction of J. Fleming's name, and M. Richmond-Ward should be marked as present.

Motion: To accept the minutes of the August 2011 planning council meeting with noted corrections.

Made by: K. Bellesky

Second: W. Commander

Action: Passed

Opposed: 0

Abstain: 3

¹ Proxy for J. Keruly

² Proxy for G. Olthoff

Part A Report

L. Ferrari

Discussion:

- Due to a shortage of funds for specialty labs services, services were suspended in May 2011. M. Hitch indicated that providers unable to access the state labs should contact the Center for HIV Services for assistance.
- The council asked when funds from the final award would be released, and how providers who have paid out-of-pocket for services would be re-compensated.
 - L. Ferrari said that it is the programs that provide services and the grantee that reimburses. Any providers who had paid out-of-pocket should submit the appropriate forms for reimbursement to the grantee, and that they would be reimbursed.
 - Site visits will be occurring over the course of the next six months.
 - The council asked what could have been done to better prepare for the decrease scenario and the lengthy wait for the release of the award on a community planning level.

Part B Report

M. Hitch

Discussion:

- Part B received slight increase in their award, most of which will go towards funding premiums for the Maryland AIDS Drug Administration Program (MADAP).
- No increases to services are planned at this time.

Committee Reports: Evaluation Committee

R. Disharoon

Discussion:

- The committee reviewed the results of the Special Assessment of the Administrative Mechanism, which provides a snapshot of the status of time between July – September 2011 when the EMA was awaiting the release of the final award amount.
- Council reiterated earlier queries about what could have been done by the council on a planning level to better prepare for the decrease scenario as well as the lateness in the award amount. Council members were concerned about this happening in future years and leaving consumers and providers in difficult positions.
- Council discussed the importance of including a contingency plan in future planning council documentation.
- BCHD has requested recommendations from HRSA regarding best practices for multiyear contracts, but does not know at this time whether or not this would be a feasible practice for the health department.
- Council asked if the competitive bid process for the next fiscal year would negatively impact new providers, should there be a delayed or partial award next year.
- The council discussed HRSA's recommendation that the EMA plan based on potential partial funding in upcoming fiscal years.

Motion: To suspend Phase One of the Special Assessment of the Administrative Mechanism.

Made by: R. Disharoon

Second: D. Shamer

Action: Passed

Opposed: 0

Abstain: 3

Committee Reports: Counties Committee

None

- The committee did not meet in the month of September.
- The committee will host its seven month reprogramming in November.

Committee Reports: Continuum of Care Committee

None

- The committee met on September 3, 2011.
- The committee began revising the medical case management standards of care based on stakeholder feedback.

Committee Reports: Comprehensive Planning Committee

L. Sowah

- The committee is soliciting feedback on directives submitted during FY 2012 from all PC and committee members.
- The committee is moving forward with the development of the comprehensive plan.

Committee Reports: Nominating Committee

A. Middleton

- The committee did not meet in the month of September due to the delay in membership letters from the mayor's office.
- Ms. Alice Middleton has been appointed to serve as the interim Nominating Committee Chair.
- Outgoing Nominating Committee leadership requested that the PCSO update the list of members eligible to run for council leadership and Nominating Committee and distribute them to the council for their review.

Committee Reports: PLWH/A

D. Brewer

- The committee did not meet in August and will meet again on September 21, 2011.
- The committee will begin discussion on their position papers on the topic of health care reform, and will be providing feedback on the MCM SOC for CPC.

Time adjourned: 8:00 p.m.

Date of approval: October 17, 2011
