

Planning Council

Date of meeting: August 18, 2015

Time started: 6:30 p.m.

BCHD Staff: A. Ferrari
S. Pelham
C. Skipper

IGS Staff: D. Gorham
B. Hamlet
A. Onyeabo
C. Sutherland
C. White

Present: K. Arbaugh
L. Bank
D. Brewer
A. Brown
J. Fleming
A. Fowlkes
K. Gray
T. Hawkins
S. Johnson
G. Jones-Childs
D. Kelly, Jr.
H. Lambert
V. Lathan
T. Luft
M. Moiforay
E. Nicholson
D. Rivera
M. Scriber
J. Singletary
J. Simmons
C. Smith
B. Ward
E. Watson

Absent: J. Bagley
A. Bradford
K. Rogers
D. Smith
L. Sowah

Visitors: D. Akbar
P. Chaulk
S. Cherry
J. Furtado
P. Gouldman
J. Hassell
J. Hitt
M. Reese
H. Vice
S. Webber
D. Whitley

Handouts:

- Planning Council Packet (IGS & PC, August 2015).
- Grantee Report (BCHD, 2015)
- Memorandum of Understanding (IGS & PC, 2015)
- Part A Carryover Exercise \$1-\$50,001 (IGS & PC, 2015)
- Part A Carryover Exercise \$50,001-\$100,000 (IGS & PC, 2015)
- Part A Carryover Exercise \$100,001- infinity (IGS & PC, 2015)
- MAI Carryover Exercise (IGS & PC, 2015)
- FY 2016 Part A and MAI Percent Allocations (IGS & PC, 2015)
- FY 2015 Part A and MAI Percent Allocations (IGS & PC, 2015)
- FY 2015 RWHAP Part A & MAI Allocations Report (BCHD, 2015)

Introductions

Planning Council

- The meeting convened with quorum at 6:30 p.m. and introductions were made.

Review of Minutes

Planning Council

- D. Brewer asked the Planning Council to review the minutes of the July meeting.

Planning Council

Motion: To accept the July meeting minutes as written.	Made by: C. Smith	Second: H. Lambert
Action: Passed	Opposed: 0	Abstained: 0

Chair Report

D. Brewer, Chair

- D. Brewer presented the chair report to the council.
- D. Brewer announced that Mr. Jeffrey Hitt and Dr. Patrick Chaulk are to present on changes made in the Integrated HIV Prevention and Care Plan including the Statewide Coordinated Statement of Need to be implemented by September 30, 2015.
- D. Brewer announced that Priority Setting and Resource Allocation was successfully completed on August 6 and 7, 2015 and thanked council members, the grantee, support staff, Dr. Darrell Wheeler, Dr. Valli Meeks, Dr. Li Mao, and Dr. Leana Wen for their time, work, and efforts during the PSRA conference.
- D. Brewer stated that the Planning Council would review PSRA decisions during tonight’s meeting.
- Planning Council leadership and the grantee collaborated on the Memorandum of Understanding. The MOU will be reviewed at tonight’s meeting and signed by the concerned parties upon approval by the Planning Council.
- D. Brewer asked the council to review the final FY15 Part A and MAI allocations as well as the percent allocations for Part A and MAI found in each member’s handouts in order to approve the letter of endorsement.
- D. Brewer asked the council to carefully review the Ryan White Part A unobligated balance report and carryover request before the form is signed and submitted to the grantee.
- D. Brewer announced that the assessment workgroup has been working on the assessment of the administrative mechanism. The survey has been distributed and responses collected from providers.
- D. Brewer announced that August and September are months of change for the Planning Council and thanked members who are terming off in these months for their hard work and dedication.

Motion: To suspend the rules so that new business may be presented after the Chair’s Report.	Made by: C. Smith	Second: H. Lambert
Action: Passed	Opposed: 0	Abstained: 0

Conceptual Framework for the Maryland HIV Plan Presentation

J. Hitt, DHMH
P. Chaulk, BCHD

- J. Hitt presented the Conceptual Framework for the Maryland HIV Plan to the Planning Council.
- Discussion:**
- J. Hitt acknowledged the many different groups providing care and prevention for PLWH/As and stated that a common framework would achieve integration among groups.
 - J. Hitt provided data which included state and regional statistics for PLWH/As and discussed the “why behind the data” that needs to be addressed by a HIV plan.
 - J. Hitt pointed out the high rate of newly diagnosed cases among people between the ages of 15 and 24.9.
 - J. Hitt read the federal vision and emphasized that new cases of HIV should be rare and persons who need care should have “unfettered access to treatment”.
 - J. Hitt listed the national HIV/AIDS strategy goals and emphasized the need for a comprehensive and coordinated response.
 - J. Hitt discussed an expanded continuum of care model that lists vulnerable populations on the continuum. This model has an emphasis on prevention. Colorado is a good example for a model that includes prevention efforts for HIV negative people.
 - J. Hitt provided an explanation of the socio-ecological model. The model acknowledges that larger

Planning Council

systems and institutions shape individual behavior. The model seeks to answer what work needs to be done at systems, network, and individual levels.

- J. Hitt stated that linkage to care should be clear about the individual effort involved. The term linkage to care implies that an organization linked an individual to care, when in reality individual effort plays a big role in linkage to care.
- A. Fowlkes noted that about 30% of newly infected cases occur between people ages 20-29 and asked what the break down of ages is for the rest of the 70% of new cases.
- A. Fowlkes asked what percent of new cases are among people over 50 years old.
- J. Hitt stated that lots of PLWH/A are aging in to different types of care and this is very important to consider.
- A. Fowlkes asked that the Planning Council be consistently provided with statistics about older populations of PLWH/A.
- A. Onyeabo reminded the Planning Council that these statistics are online on the Baltimore Planning Council website.
- M. Moiforay asked how trauma care could be integrated in to HIV care.
- J. Hitt answered that research has shown that many populations of PLWH/A experience trauma such as violence, rejection, and Post-traumatic Stress Disorder (PTSD). These problems need to be recognized and the behavioral and mental health systems need to respond. Something to consider is if these areas are being funded enough and if all populations are aware of services provided.
- T. Hawkins commented that in the cases of trauma care a multi-sectoral approach would be beneficial.
- P. Chaulk stated that there is now a new opportunity to look at the spectrum of issues and how collaboration among groups can provide PLWH/As the best access to care.
- P. Chaulk reminded the Planning Council that this presentation is not a set in stone plan but rather a way to begin the dialogue about how to merge prevention efforts with treatment efforts.
- P. Chaulk mentioned that other cities have already begun integrated planning and the Baltimore Planning Council can follow their lead or create their own model.
- E. Nicholson asked which areas are considered suburban Washington.
- J. Hitt answered that Prince George's and Montgomery counties are considered suburban Washington.
- D. Brewer announced that the meeting must continue but asked planning council members to write down any questions for Jeffrey Hitt and the Planning Council Support Office will pass them along.

Assessment Workgroup Update

S. Webber

Discussion:

- S. Webber asked for the assessment survey to be re-opened in order to achieve 100% participation.
- S. Webber mentioned some highlights of the assessment. 60% of respondents found the grantee process timely, fair, clear, and understandable. There is a need to address the 40% of respondents who did not find the process to be this way.
- S. Webber stated that 95% of respondents found the initial budget timely and fair. However, only 50% of respondents found the budget amendments process to be timely and fair. This trend indicates that confusion grows after budget amendments.
- S. Webber stated that only 30% of respondents had executed contracts by the deadline. 53% of respondents reported contracts to be over 28 days late. 25% of respondents received late payments over 10 times.
- S. Webber suggested an expanded comments sections in the survey in order to better decide how the grantee process can be improved.

Part A Report

C. Skipper,
BCHD

- C. Skipper presented the Grantee Report for August 2015.

Planning Council

- C. Skipper stated that the monthly HRSA conference call was scheduled for August 13th. HRSA has not released the FY16 funding opportunity announcement.
- C. Skipper stated that the FY16 priority setting and resource allocation exercise was completed August 6th and 7th 2015.
- C. Skipper stated that final FY15 award notifications were distributed to Ryan White Part A providers in July 2015. Providers submitted revised FY15 budgets, revised work plans, and updated program reports in August.
- C. Skipper stated that the corrective action plan in response to the June HRSA site visit was submitted to Planning Council leadership and will be forwarded to HRSA once approved.
- C. Skipper stated that the HIV Planning Group is seeking a qualified Planning Council member to join the group.
- C. Skipper stated that PC leadership and BCHD reviewed the Memorandum of Understanding on August 12, 2015.
- C. Skipper stated that BCHD submitted a site visit waiver for FY15.
- C. Skipper stated that HRSA would provide fiscal technical assistance on September 8 and 9, 2015.
- C. Skipper stated that the fiscal agent received reimbursement for March and April.
- C. Skipper stated that reimbursement to the Planning Council Support Office was issued for March-June, 2015.
- C. Skipper stated that the Maryland Regional Group met via webinar on July 31, 2015 and shared viral load suppression data across Ryan White parts.

Motion: To approve the letter of endorsement.	Made by: C. Smith	Second: J. Simmons
Action: Passed	Opposed: 0	Abstained: 0

Motion: To accept the Memorandum of Understanding as written.	Made by: C. Smith	Second: J. Simmons
Action: Passed	Opposed : 0	Abstained: 0

Motion: To accept the final carryover request with the amendment that the final carryover number is \$74,482.16	Made by: C. Smith	Second: D. Kelly, Jr.
Action: Passed	Opposed : 0	Abstained: 0

Part B & D Report

T. Hawkins, DHMH

- T. Hawkins presented the Part B & D Report (see attachment 1).
 - T. Hawkins announced the August Planning Council meeting is the last meeting during her term on the Planning Council.
 - T. Hawkins thanked the Council for allowing her to participate during the past six years.
- Discussion:**
- C. Smith asked if the Johns Hopkins program mentioned was the Harriet Lane program.
 - T. Hawkins replied that it was not specifically Harriet Lane, rather the whole Johns Hopkins Pediatric program.

Special Report

A. Onyeabo, PCSO

- A. Onyeabo explained that manual corrections had to be made to the FY 2016 percent allocations due to rounding errors associated with Microsoft Excel.
- A. Onyeabo explained the standing order in place with the council to balance tables. If the PCSO has to reduce by 0.01 or 0.02 to balance a table, it is taken from the category with the most. If we have to add, it is added to the category with the least.

Planning Council

Motion: To accept all carryover exercises as written.	Made by: C.Smith	Second: A. Fowlkes
Action: Passed	Opposed: 0	Abstained: 0

Motion: To accept manual corrections of FY 2016 Part A & MAI percent allocations	Made by: C. Smith	Second: J. Simmons
Action: Passed	Opposed: 0	Abstained: 0

Planning Council Updates

Planning Council

Nominating Committee
<ul style="list-style-type: none"> ▪ J. Simmons presented the Nominating Committee report. ▪ The committee held a conference call on August 11, 2015. ▪ The committee discussed the application for one new applicant.

Motion: To move Dr. Chaulk to the mayor's office	Made by: J. Simmons	Second: A. Fowlkes
Action: Passed	Opposed: 0	Abstained: 0

People Living With HIV/AIDS (PLWH/A) Committee
<ul style="list-style-type: none"> ▪ K. Gray presented the PLWH/A Committee report. ▪ The committee met on July 22, 2015. ▪ The committee received a presentation by Steven Dashiell on Housing and HIV in Baltimore. ▪ The committee discussed and prioritized five core medical services and five support services in preparation of PSRA using the Continuum of Care Committee's categorical comparison handout as guide. ▪ The committee closed nominations for the member-at-large position. ▪ The committee voted by consensus to nominate Howard Lambert for the member-at-large position.

PCSO Report
<ul style="list-style-type: none"> ▪ A. Onyeabo presented the Planning Council Support Office Report. ▪ The support office has facilitated committee meetings, a two-day conference, and held meetings with planning council leadership and the grantee. ▪ The annual priority setting and resource allocation conference was held on August 6 and 7, 2015. ▪ A. Onyeabo thanked all those who made the conference a success, particularly Dr. Darrell Wheeler, Dr. Leana Wen, Dr. Valli Meeks, and Dr. Li Mao. ▪ A. Onyeabo thanked the grantee staff for providing recommendations for the allocation scenarios. ▪ A. Onyeabo congratulated the Planning Council on completing another priority setting and resource allocation conference. ▪ The support office has been working with the grantee's office and leadership to assist in putting the 75-25 waiver application together as well as finalizing the memorandum of understanding (MOU). ▪ A. Onyeabo thanked the planning council members whose terms are ending for their service and dedication to the PLWH/As in the EMA. <p>Discussion:</p> <ul style="list-style-type: none"> ▪ D. Brewer invited members whose terms are ending to say farewell to the council. ▪ M. Moiforay encouraged council members to learn the process with their heart, walk their own path, read all the proper information, and to work as a team. ▪ S. Johnson told council members their involvement in the council is not a job, but rather a mission. He thanked council members for their care and passion. The state of Maryland is blessed to know its citizens are able to receive the best care with no wait time. ▪ S. Johnson commended the council for its efforts and time dedicated to the council.

New Business

Planning Council

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| <ul style="list-style-type: none">M. Reese announced that the Taylor-Wilks Group was facilitating project LEAP 19 and asked that interested parties contact her. |
| <ul style="list-style-type: none">R. Parrish announced that the annual Maryland state fair was coming up. |

Motion: To adjourn the meeting	Made by: C. Smith	Second: J. Simmons
Action: Passed	Opposed: 0	Abstained: 0
Time adjourned: 7:54 p.m.	Date of approval:	
Signature:	Electronic signature of chair (PC Minutes only):	

Attachment 1: Part B & D Report



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Van Mitchell, Secretary

Report to the Greater Baltimore HIV Health Services Planning Council
August 18, 2015

Ryan White Part B

- The Administration has approved a 6 month extension of the existing MOU with Chase Brexton and the Johns Hopkins University to continue to operate Seropositive Clinics in the Eastern and Western Regions of the State.
The RFP for *HIV/AIDS Primary and Subspecialty Clinical Services in the Eastern and Western Regions of Maryland* has been posted on eMarylandMarketplace! Details of the RFP can be obtained at the following link: <https://emaryland.buyspeed.com/bs0/external/publicBids.sdo>
- Planning is underway to finalize the content and scheduling of the HPG Webinar to be held this summer. Topics suggested for the Webinar include: Accessing Health Insurance; Choosing a Provider / Plan; and Knowing Your Rights as a Consumer. Notification of date, time and topic will be shared via the Ryan White List Serve and MAPLE. The next meeting of the Statewide HPG is scheduled for October
- The Administration participated in the Quarterly Meeting of the Regional Quality Initiative. The Regional Quality Initiative is a regular meeting of HRSA-funded Ryan White Parts A, B, C, and D grantees in the state of Maryland designed to collaborate on shared Quality Management/Quality Improvement Goals. The next meeting is scheduled for October 2015.

Ryan White Part D

- The Department of Health and Mental Hygiene is no longer the direct grantee of HRSA Ryan White Part D funds. To ensure continuity of care for the WICY population, the Administration will continue to provide 'gap' funding to former Ryan White Part D sub-recipients not included in the new HRSA award. The award will continue through June 30, 2016.

Planning Council

- We offer Congratulations to the Johns Hopkins Pediatric Program for their recent successful bid for Ryan White Part D funding. The Administration remains committed to targeting services for the WICY population and will continue to serve as the convener of the WICY Network.
- The next meeting of the WICY Network is scheduled for Friday, September 11, 2015.

Farewell

The August meeting of the Council marks the last meeting of my term as a member of the Council. As a native and a resident of Baltimore City it has been my pleasure to serve the Citizens of Baltimore and the surrounding counties by participating in the work of the Council for the past six years. Thank you for allowing me to sit with you, to glean from you and to join you in ensuring that People Living with HIV/AIDS have access to quality health care. The Administration will identify someone to occupy the appointed seat for the Ryan White Part B program. I am confident that person will receive a warm welcome and we will continue to work in partnership with the Council and the Baltimore City Health Department.

Respectfully submitted,
Terry A. Hawkins, MSW, MDiv, LCSW-C
Deputy Chief Health Services