

Greater Baltimore HIV Health Services Planning Council

Minutes of the Meeting of March 15, 2011

Vol. VIII, No. 2

Final • March 15, 2011

Meeting Attendance

Present ¹	S. Alston	M. Hitch
	M. Becketts	S. Jenkins
	R. Bradley	D. Kelson
	D. Brewer	J. Keruly
	W. Commander	H. Lambert
	R. Disharoon	C. Massey
	C. Edmonds	A. Middleton
	B. Fitzsimmons	G. Olthoff
	A. Fowlkes	M. Reese
	J. Flemming	M. Richond-Ward
	V. Graves	L. Sowah
	L. Green	W. Samuel
	R. Haden	D. Shamer
	C. Harvey	
	D. Haltiwanger*	

Absent	D. Broadway	C. Brown
	V. Burrell-Gibson	M. Carroll
	D. Clark	R. Johnson
	L. Servance	

BCHD	R. Brisueno	J. Ungard
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Visitors	M. Brazil	M. McClinton
	L. Bank	A. Newton
	P. Church	E. Walsh
	K. Hale	

Staff	D. Gorham	T. Lenna
	K. McGinley	N. Slaughter

Handouts • Chair Report (March 2011, IGS).

¹ Attendance is based on sign-in sheet

* Proxy for K. Belleskey.

- Final Committee Action Items (March 2011, IGS).
 - Planning Council Packet (March 2011, IGS).
 - Pool List Bios (March 2011, IGS).
 - M. Brazil.
 - T. Brown.
 - D. Joseph
 - G. Olthoff
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Executive Summary

The meeting convened with quorum at 6:35 p.m.² The council heard reports from the chair, the Part A and Part B providers, and the committees. The council voted to move four applicants to the pool list. The meeting adjourned at 7:35 p.m.

Introduction and Review of Minutes

The meeting convened with quorum at 6:35 p.m.

L. Green conducted roll call.

The council reviewed the minutes from the February 15, 2011 meeting. The council noted three corrections: M. Becketts, V. Graves, and D. Shamer should be listed as present for the meeting.

Motion	To accept the minutes for the February 15, 2011 Planning Council meeting with corrections.
Proposed by	
Seconded by	
Action	All in favor, 0 objections, 0 abstentions

Chair Report

Prior to the presentation of the Chair Report, L. Green stated that following the March meeting, he had been approached by several members who voiced their concerns about extraneous discussion occurring during council meetings had approached him after several meetings. L. Green stated that he had also noticed a lot of extra conversation during the meeting. He reminded the committee that it was important to the functionality

² Quorum is defined as 51% or more of the council.

of the council meetings that every member was respectful of one another and that Robert's Rules of Order were abided by.

L. Green presented the Chair Report to the council. He reminded the council of Congress' continuing struggles and stated that the council was working closely with the grantee to ensure a continuum of care for all individual's receiving funding. He reminded the council of the Stakeholder's Meeting, which will be held on April 8, 2011 at the University of Maryland Dental School.

He reminded the council that all carryover requests must be completed by June.

Special Reports

M. Reese and C. Massey presented to the council that L. Green had been appointed by the Maryland Department of Health and Human Services to a twelve member Center for Disease Control Health Resources and Services Administration HIV/AIDS Advisory Committee. M. Reese and C. Massey asked that the council recognize this achievement with a round of applause.

Grantee Report

R. Brisueno presented the Grantee Report to the council. R. Brisueno stated that the grantee had issued FY 2011 notice of awards on February 28th, and that the distribution of Part A and MAI funds was comprised of approximately 50% of the formula dollars received in FY 2010, or about 35% of the funding received. R. Brisueno stated that all Minority AIDS Initiative and Ryan White Part A providers were listed in the report.

R. Brisueno stated that HRSA plans to release FY 2011 Conditions of Award as a part of the final award in April.

R. Brisueno announced that there would be a Clinical Quality Management Workshop for Substance Abuse programs on march 17th at the Sheppard Pratt Conference Center.

R. Brisueno also provided an update on the Health Literacy Project, which was presented February 11th at the University of Maryland Dental School, and presented at the Johns Hopkins HIV Clinical Update Conference on March 24th. R. Brisueno announced that final reports and fact sheets for the Cervical Cancer Screening Survey and the Substance Abuse Survey would be released in June 2011.

R. Brisueno stated that the grantee's office would be hosting a forum on March 29th to solicit input on the planning council support staff and the services provided.

Part B Report

M. Hitch presented the Part B Report to the council. She stated that the Infectious Disease and Environmental Health Administration (IDEHA) had received 34 grant applications in response to the RFP for State FY 2012 for Part B Non-Medical Case Management, Oral Health, and MAI.

IDEHA's 2011 Regional Advisory Committee (RAC) meeting cycle began in March.

Part D Report

No update.

Committee Updates

Comprehensive Planning Committee

L. Sowah presented the update for the Comprehensive Planning Committee. The committee met on February 17, 2011.

The committee will host a Stakeholders Meeting on April 8th at the University of Maryland School of Dentistry. The committee began identifying key strategies and goals for the 2012-2014 Comprehensive Plan.

L. Sowah stated that the committee had notified other committee and planning council members that CPC would be reviewing carryover requests in March and April.

Continuum of Care Committee

M. Becketts presented the update for the Continuum of Care Committee. The committee met on March 2, 2011. The committee discussed the Oral Health Standards of Care with input from the grantee's office and stakeholders.

Counties Committee

D. Kelson presented the update from the Counties Committee. The committee met on March 1, 2011. The committee received jurisdictional presentations from Anne Arundel, Baltimore and Carroll Counties.

The committee will work to identify trends in barriers and best practices for presentation to the planning council in June. The committee also received directives training.

Evaluation Committee

R. Disharoon presented the update for Evaluation Committee. The committee met on March 7, 2011. The committee discussed the FY 2010 unobligated balance and carryover proposals and voted to send recommendations to the Comprehensive Planning Committee for consideration. The committee agreed to continue discussion on carryover at its next meeting.

The committee voted to add one half hour to the beginning of their monthly meeting to aid in workplan completion.

Nominating Committee

C. Massey presented the update for the Nominating Committee. The committee met on February 14, 2011.

The committee reviewed the current status of the planning council membership roster and their demographics. The committee reviewed the applications that had been screened since the January meeting and voted to move four people to the pool list. The committee voted to move one person from the pool list to the mayor's office with the recommendation of appointment to the planning council.

C. Massey asked that any of the following applicants present would step into the hallway while the council deliberated. The council reviewed the bios provided for the following applicants:

- M. Brazil
- T. Brown
- G. Olthoff
- D. Joseph
- M. Quander

Motion	To move M. Brazil to the pool list
Proposed by	C. Massey
Seconded by	D. Shamer

Action	Motion passes, 0 objections, 2 abstentions
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Motion	To move T. Brown to the pool list
Proposed by	C. Massey
Seconded by	J. Flemming
Action	Motion passes, 0 objections, 4 abstentions

Motion	To move D. Joseph to the pool list
Proposed by	C. Massey
Seconded by	D. Kelson
Action	Motion passes, 0 objections, 0 abstentions

Motion	To move M. Quander to the pool list
Proposed by	C. Massey
Seconded by	D. Kelson
Action	Motion passes, 0 objections, 2 abstentions

C. Massey stated that the next applicant, G. Olthoff, would be filling the Mayoral appointment slot on the council, that had been previously vacated by R. Matans, who resigned from the council. C. Massey stated that the applicant had gone through the same application process as all other members, and had been vetted the same way by the Nominating Committee.

L. Green provided further historical context, stating that the council had decided in 1998 to appoint a member of the Baltimore City Health Department to the council to represent the office of the Grantee and the Mayor/CEO of the EMA. He further stated that this was a direct placement by the mayor.

Motion	To accept the recommendation of Mayor Rawlings-Blake to appoint G. Oltoff to the council.
Proposed by	C. Massey
Seconded by	D. Kelson
Action	Motion passes, 0 objections, 1 abstentions

PLWH/A Committee

J. Flemming presented the update for the PLWH/A Committee. The committee met on February 19, 2011. The committee reviewed and modified their workplan. The committee discussed the Evaluation Committee's Assessment of the Administrative Mechanism and its draft tools and the Continuum of Care Committee's draft Oral Health Standards of Care.

IGS Support Office

K. McGinley presented the update for IGS. She reminded the committee that the Comprehensive Planning Committee would be hosting a Stakeholders' Meeting on April 8, 2011 at the University of Maryland Dental School. She also reminded the committee that polling for Priority Setting and Resource Allocation is ongoing, and reminded all members to contact IGS with their availability.

New Business

L. Green recognized A. Fowlkes for her inclusion in the Chase Brexton publication as a patient profile.

L. Green asked that the council reinstate the practice of beginning each meeting with a moment of silence, so that the council may recognize those people that have been lost, and so that the council has an opportunity to focus on the reasons they have volunteered their time to serve.

R. Brisueno stated that there would be an additional community forum to solicit input on the planning council support office, held on April 15, 2011 at Baltimore Behavioral Health Center from 4:00 – 6:00 p.m.

The meeting adjourned at 7:40 p.m.
