

# **Cuyahoga Regional HIV Prevention and Care Planning Council**

*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina*

**Clinton Droster - Chair**

## **Strategy and Finance Committee Minutes**

**Wednesday, January 4, 2023**

**1: 00 pm to 2:30 pm**



**Start:** 1:04 pm

**End:** 2:21 pm

**Facilitator:** K. Dennis

### **Moment of Silence**

### **Welcome and Introductions**

***Please note:** PC members who have a conflict of interest must inform the committee at the beginning of each meeting. A Conflict of Interest, as it pertains to the Ryan White Planning Council Bylaws, is defined as “an interest (actual or perceived) by a Planning Council member in an action that may result in personal, organizational, or professional gain for the member or his/her spouse, domestic partner, parent, child, or sibling.”-*

### **Approval of Agenda: January 4, 2023**

#### **Addendum:**

**Motion:** J. Patterson      **Seconded:** F. Ross

**Vote:** In Favor: All      Opposed: 0      Abstained: 0

### **Approval of the Minutes: November 2, 2022**

#### **Addendum:**

**Motion:** J. McMinn      **Seconded:** J. Patterson

**Vote:** In Favor: 6      Opposed: 0      Abstained: 1-F. Ross

### **Recipient Report – January 2023 – Planning Council**

1. Recipient Report
  - a. ODH State Integrated Plan – Integrated Plan submitted by ODH and Ohio Part As (Columbus/Cleveland) in December 2022. Currently queued for review by HRSA/CDC
  - b. Clinical Quality Management Committee- Working to re-launch committee in 1<sup>st</sup> quarter 2023
  - c. CCBH HIV Services Newsletter released on 12/6/2022 (Ryan White’s birthday)
  - d. FY2022 trainings held by Recipient:
    - a. **(PC Directive)** Cultural Competency for Dental Providers – held 9/20/22 in coordination with AETC
    - b. Stigma Training - TBA
  - e. Part A Medical Case Manager Network Meeting - next quarterly meeting to be held 1/17/23
  - f. CCBH submitted Ryan White Program Services Report (RSR) in March 2022 to comply with data reporting requirements of HRSA – currently conducting monthly data checks to prepare for CY2022 submission
  - g. **Part A Funding** – All contracts that received adjusted funds through reallocation were executed in the month of December.
  - h. **Ending the HIV Epidemic Funding** - The following projects are continuing in FY2022:
    - a. Social media campaigns (Pride, Hispanic Heritage Month, Black History Month focused campaigns)
    - b. Community Health Worker Certification program
    - c. Data 2 Care program
    - d. Intensive MCM program
    - e. Medical Transportation for non-VLS clients program
    - f. Rapid Start of ART program
    - g. Peer Navigator program
  - i. FY2022 Monitoring – All site visits have been completed, sub-recipients are working through Corrective Action Plan submission, if applicable
  - j. RFPs – Closed RFP cycle for PC Facilitation and Direct Service provision in December, currently in review cycle for both throughout duration of January.

## **Cuyahoga Regional HIV Prevention and Care Planning Council**

*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina*

**Clinton Droster - Chair**



### **Administrative Update – M. Baker**

- Integrated Plan now complete, plans for next five years sent to ODH early Dec, now in review phase.
  - The newsletter went out Dec 6<sup>th</sup>, also Ryan White's birthday. Thanks to all for contributing to this.
  - Currently working on annual report, cleaning sub-recipient data for manual prep, to be done by March.
  - Part A funding went through a smooth reallocation process in November, good job done on getting approvals and contracts out, and money now in community for use.
  - Sub-Recipient monitoring complete, reports sent to agencies, now working on corrective action plans to ensure solutions are good and sustainable.
  - RFP's for PC facilitator and direct services done, now waiting to wrap up.
  - Notice was received on a partial award this year, expected in next couple weeks.
  - Shout out to Ending the HIV Epidemic Team (EtHE) for efforts in CCBH's HIV criminalization statement.
- \*Question: S. Harris** - Will you do a summary report for PC.
- \*Response: Z. Levar** - Yes, just looking on how to present.

### **Fiscal Report – M. Baker**

**FY2022 Part A Grant: Current Exp. split - 78.71% Core - 21.29% Support, Exp. at 62.9% for 8 mos. (66.67% target)**

The updated info will be reported at November full PC.

**\*Question: R. Watkins-Bryant** - Where does HOPWA fit?

**\*Response: Z. Levar** - It doesn't, it's the City of Cleveland's program. However, we have a HOPWA rep that sits on the committee and provides updates.

**\*Comment: S. Harris**- HOPWA is funded out of a separate federal agency, H.U.D (Housing and Urban Development), who administers that program and gave Cleveland the grant.

**\*Comment: Z. Levar** - There is no RW program fiscal connection, however, some providers under RW, through non-med case mgmt., provide support to hire housing staff to navigate the housing system.

### **New/Old Business**

#### **Review/Discuss & Approve PSRA Work Plan – S. Harris**

We hope to wrap up priority setting process before June 21<sup>st</sup> PSRA allocation of funding for services. Also, we must decide if we need to submit a data report on what kind of data we want to review, like trends, services received, etc., as that helps decide what services are most in order of importance. Re-starting the allocation workgroup can assist this process, as they look closely at challenges to address.

**\*Comment: J. Patterson**- A work plan would help capture and get things in order.

**\*Response: S. Harris** - We will share minutes from workgroups to establish new workgroup for the year.

#### **Confirm Members & Re-Establish Schedule for PSRA Workgroup – S. Harris**

The next meeting will be Tuesday, January 24<sup>th</sup> at 12-1:00 p.m., we will send the link and all previous minutes. The goal is to determine the workgroup schedule and activities for March, April, and May. Current members: Clinton, Julie, Naimah, and Jason - New members: Faith, Rhonda, and Jeannie.

#### **Motion: To Approve the 2023 Strategy & Finance Committee (S&F) Work Schedule, as written.**

Motion: F. Ross                      Seconded: N. O'Neal

In Favor: All      Opposed: 0      Abstained: 0

*Motion passes.*

### **Standing Business**

#### **Training Opportunities for S&F Committee Members- S. Harris**

## **Cuyahoga Regional HIV Prevention and Care Planning Council**

*Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina*

### **Clinton Droster - Chair**

This discussion is to gather ideas on potential training opportunities for S&F Committee members.

**R. Bryant-Watkins – Understanding the realm of RW grant and how to get employer to invest in RW.**

**S. Harris -** The recipient works with the sub-recipient and has ability to lay out expectations to them. PC is informed to know their responsibilities on how services are needed in the community.

**J. Patterson – At March meeting, go over concept of weighting, combining ranking with scoring, to show how this data gets assigned to a formula.**

**S. Harris -** It might be helpful at a full PC meeting to extend an S&F invite.

**F. Ross – Maybe have it as an extra mandatory training.**

**S. Harris –** This can be put this on the workgroup discussion to see how to work this.

### **Parking Lot**

#### **Next Steps - Takeaways**

1. Schedule the January 24<sup>th</sup> S&F reallocation workgroup meeting.
2. Prepare the S&F workgroup agenda draft.
3. Mail out 2022 workgroup minutes and docs to members.
4. Committee to decide middle ground training piece for priority setting.

### **Announcements**

**K. Dennis -** We are in desperate need of Co-chairs for S&F, QI, and Prevention. If anyone interested in becoming a chair, please complete the co-chair interest form and briefly inform us of your interest, as we hope to have co-chairs in place soon as possible.

**Adjournment:** Motion: J. McMinn      Seconded: F. Ross

### **Attendance**

		Jan	Feb	Mar	Apr	May	June PSRA	Aug	Sep	Oct	Nov
	<b>S &amp; F Members</b>										
1	Clinton Droster, Chair	0									
	<b>Vacant, Co-chair</b>										
2	Julie Patterson	20									
3	Michael Deighan	20									
4	Naimah O'Neal	10									
5	Jeannie Citerman-Kraeger	0									
6	Jason McMinn	10									
	<b>Total in Attendance</b>	4									

**PC Members:** K. Dennis, B. Gayheart, F. Ross

**Attendees:** R. Watkins, J. Brubaker

**Staff:** Z. Levar, A. Idov, S. Harris, T. Mallory