

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

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

**Kimberlin Dennis, Brian Kimball, Christy Nicholls, Co-Chairs**



## **Full Planning Council Minutes**

**Wednesday, November 15, 2023**

**5:30 pm to 7:00 pm**

**Start:** 5:33 pm

**End:** 7:28 pm

**Facilitating Chairperson: K. Dennis**

### **Moment of Reflection**

### **Welcome and Introductions**

### **Approval of Agenda: November 15, 2023**

#### **Addendum: To add Prevention reports to the agenda.**

Motion: F. Ross      Seconded: C. Nicholls

In Favor: All      Opposed: 0      Abstained: 0

### **Approval of the Minutes: October 18, 2023**

#### **Addendum:**

Motion F. Ross      Seconded: J. McMinn

In Favor: 15      Opposed: 0      Abstained: 3- C. Nicholls, C. Droster, T. Marbury

### **PUBLIC HEALTH UPDATE**

#### **Brian Kimball, Assistant Director, City of Cleveland Department of Public Health**

As it is flu season, we encourage all to get this year's flu vaccine, as well as the Covid vaccine.

**\*Question: C. Droster** - Is there an uprising in Covid?

**\*Response: B. Kimball**- There is a slight uptick, but not as significant as in 2020-21.

#### **Dr. Barbara Gripshover, M.D., Immunology Medical Director, University Hospitals**

In our hospital, we've only seen one person that was affected by Covid, and they were asymptomatic. However, it is definitely circulating but more so out in community.

### **RECIPIENT REPORT – NOVEMBER 2023**

#### **Administrative Report – M. Baker**

**Total Award- \$4,248,648.00 - Core Services \$3,423,562.00 (78.94%); Support Services \$825,086.00 (21.06%)**

This is the fiscal report for information through September 2023. The funds that we used for first six month of the program. We are pretty much on target, we have received most of our invoices, and we have accounted for all monies utilized thus far. We currently have about four areas that are being under-utilized, six that are over-utilized, and four areas on target. This is where we are for now, as more updates will be provided in the reallocation discussion.

#### **Medicaid Update – A. Thomas**

We ask everyone to submit Medicaid packets, as we've been working through processing a high rate of renewals. As a reminder, the Federal Marketplace is open from November 1<sup>st</sup> through January 15<sup>th</sup>, so send in applications and renewals soon as possible, and we will do our best to process them.

**\*Comment: N. O'Neal** – Marketplace online noted if info is in by Sept 15<sup>th</sup>, insurance will start Jan 1<sup>st</sup>.

However, several folks tried to call for assistance or for appointments and were told there was an enormous call volume, to wait for a callback, but no one ever did.

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**\*Response: J. McMinn** - Correct. If applications are in by Dec 15<sup>th</sup> coverage starts Jan 1<sup>st</sup>, marketplace open until Jan 15<sup>th</sup>, so if you elect coverage between Dec 16<sup>th</sup> and Jan 15<sup>th</sup>, coverage starts Feb 1<sup>st</sup>.

**\*Comment: C. Nicholls** – That goes for applications approved through the federal marketplace as opposed to Medicaid. Medicaid always looks at the full month, so if you apply in December, coverage would be Dec 1<sup>st</sup>, or if applying in January, it would be January 1<sup>st</sup>.

### **Ryan White Part B Update – J. Tilford-Mabry**

1. We are announcing the start of the new statewide jail assistance program. The program will increase the size of medical care for PLWHA, reduce financial burdens of HIV medication on the jails, and will work with the Ohio Department of Rehabilitation Corrections (ODRC) to streamline access for jails across the state. The program with five cohorts and twenty jails each, will receive training and ongoing assistance on how to complete applications and on the pharmacy processes involved. For the TGA, Lake County is set to be one of the first cohorts to roll out.

2. ACA enrollment dates are open until January 15<sup>th</sup>, Medicaid Part D ongoing until Dec 7, 2023.

3. Our RWAD2.0 is undergoing changes and should be up and ready in the next few weeks.

**\*Question: J. Patterson**- What is RWAD 20, please explain?

**\*Response: J. Tilford-Mabry** – That is our Ryan White Application Database for enrolling clients.

**\*Question: J. Patterson** – Does this mean enrollment will go into new phase where people can be enrolled for 12 months before having to renew?

**\*Response: J. Tilford-Mabry** – Yes, originally it was every six months but with the new client portal, they can go online and renew at 12 months.

### **HOPWHA (Housing Opportunities for People Living with HIV/AIDS) Update – T. Greene**

No updates for today.

### **Planning Council Business**

#### **Reallocation & Carryover Process Training – L.J. Sylvia**

This presentation is to provide a brief overview of the Strategy & Finance Committee Reallocation & Carryover process. It is the Planning Council's job to allocate funds. This means they decide how funds will be divided among service categories, through a process called **REALLOCATION**, which initially happens during PSRA (Priority Setting & Resources Allocation) meeting. For carryover, these are funds that are unspent at the end of the grant budget year that the Recipient can request to **CARRYOVER** into the next year.

**Reallocation Definition** -The process of moving program funds across service categories after the initial allocations are made. The Planning Council **must** approve such allocations.

**Reallocation Process** – *Reallocation occurs after funds have been awarded. Under the 2009 Ryan White legislation, the EMA/TGA will lose future funding if it does not spend at least 95% of its formula grant. The Recipient/Grantee must carefully monitor provider expenditures, and if it becomes clear that one provider cannot spend all the funds, the Recipient has the authority to reallocate funds within the service category. However, if more funds are needed in a different service category, the Recipient must come back to the PC and get its approval.*

**Rapid Reallocation Process** - *To ensure that all funds are spent, PC's need a rapid reallocation process for the last several months of the program year to help the Recipient ensure funds are fully spent. Most PC's have a policy that allows the Recipient to reallocate up to a specified percentage of total service dollars (e.g., 3% or 5%) without its prior approval during the last 3-4 months of the program year. When such action is necessary the Recipient shall report the reallocation(s) to the PC no later than the month immediately following the action.*

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**Carryover Definition** - The estimated amount of the Unobligated RW Part A formula grant funds remaining at the end of the grant budget year. Recipients are required to submit an Estimated Carryover Request together with the estimated Unobligated Balances (UOB) to HRSA (Health Resources Services Administration), 60-days before the end of the grant year or by December 31<sup>st</sup> of each year. *There are statutory penalties specific to UOB if recipients exceed 5% of the formula award. RW legislation requires a waiver to request carryover of unobligated formula funds before the end of each fiscal year as necessary regardless of the amount of remaining funds.* **Carryover Summary** - If a Recipient does not request a waiver, and later identifies and reports unobligated Part A formula funds in the Final Federal Financial Report (FFR), the Recipient will not be able to carryover any part of its UOB, and if approved funds are not expended in the carryover year, the funds will be cancelled and cannot be used in subsequent years.

### NOVEMBER REALLOCATIONS 2023

SERVICE	Core/Support	Initial Request	Mid-Year Requests	Current Award	October Reallocation	Recommended	Carryover	Final Recommended w/Carryover
<b>PROVIDER TOTAL BUDGET</b>	<b>TOTAL BUDGET</b>	<b>\$ 5,658,412.85</b>	<b>\$ 4,615,047.79</b>	<b>\$ 4,248,648.00</b>	<b>\$ 2.00</b>	<b>\$ 4,248,650.00</b>	<b>\$ 145,087.00</b>	<b>\$ 4,393,737.00</b>
OUTPATIENT/AMBULATORY HEALTH SERVICES	CORE	\$ 1,411,142.56	\$ 1,278,785.83	\$ 1,129,291.00	\$ 130,306.00	\$ 1,259,597.00		\$ 1,259,597.00
MEDICAL CASE MANAGEMENT	CORE	\$ 1,426,059.88	\$ 1,221,582.64	\$ 1,105,500.00		\$ 1,105,500.00	\$ 116,413.00	\$ 1,221,913.00
ORAL HEALTH CARE	CORE	\$ 365,744.81	\$ 453,021.16	\$ 235,375.00	\$ 67,877.00	\$ 303,252.00		\$ 303,252.00
MENTAL HEALTH SERVICES	CORE	\$ 309,370.88	\$ 279,928.87	\$ 402,347.00	\$ (122,347.00)	\$ 280,000.00		\$ 280,000.00
MEDICAL NUTRITION THERAPY	CORE	\$ 79,281.29	\$ 81,093.00	\$ 67,553.00	\$ 12,440.00	\$ 79,993.00		\$ 79,993.00
EARLY INTERVENTION SERVICES	CORE	\$ 372,787.10	\$ 334,308.63	\$ 427,414.00	\$ (93,104.00)	\$ 334,310.00		\$ 334,310.00
HOME HEALTH CARE SERVICES	CORE	\$ 11,807.00	\$ 11,896.00	\$ 11,896.00		\$ 11,896.00		\$ 11,896.00
HOME/COMMUNITY BASED HEALTH CARE	CORE	\$ 43,855.00	\$ 65,186.00	\$ 44,186.00	\$ 10,000.00	\$ 54,186.00		\$ 54,186.00
MEDICAL TRANSPORTATION	SUPPORT	\$ 113,825.89	\$ 117,847.00	\$ 86,672.00	\$ 23,998.00	\$ 110,670.00		\$ 110,670.00
EMERGENCY FINANCIAL ASSISTANCE	SUPPORT	\$ 20,093.00	\$ 13,517.00	\$ 22,517.00	\$ (17,317.00)	\$ 5,200.00		\$ 5,200.00
NON-MEDICAL CASE MANAGEMENT SERVICES	SUPPORT	\$ 598,259.28	\$ 345,395.00	\$ 377,280.00	\$ (31,660.00)	\$ 345,620.00		\$ 345,620.00
PSYCHOSOCIAL SUPPORT	SUPPORT	\$ 114,668.16	\$ 54,063.66	\$ 57,357.00	\$ (3,357.00)	\$ 54,000.00		\$ 54,000.00
FOOD BANK/HOME DELIVERED MEALS	SUPPORT	\$ 162,912.00	\$ 97,298.00	\$ 83,698.00	\$ 4,402.00	\$ 88,100.00		\$ 88,100.00
OTHER PROFESSIONAL SERVICES	SUPPORT	\$ 314,303.00	\$ 261,125.00	\$ 197,562.00	\$ 18,764.00	\$ 216,326.00	\$ 28,674.00	\$ 245,000.00

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**Clinton Droster, Co-Chair, Strategy & Finance (S&F) Committee** - We in S&F always do a carryover every year for up to 5%. This carryover of \$145,000 was for last year, and we are putting this in the two categories that we have chosen: Oral Health and Other Professional Services. This started back in March but we do reallocation in November, to allow for funding changes that providers may incur over time.

**Julie Patterson, Co-Chair, Strategy & Finance (S&F) Committee**— Great job on the presentation. If this table is new to you, one thing of reassurance is that we had a presentation earlier on how service categories are currently spending down, which maps to this chart. This over/under spending with providers all came to this table as part of our discussion, and is where we started everything. This was based on decisions made last year, as we are now looking at things up to date on how spending is going.

### **Vote on the Reallocation Spreadsheet Proposal**

**Motion: To approve the 2023 Part A November Reallocation Spreadsheet Proposal, as written.**

Motion: F. Ross      Seconded: T. Marbury

In Favor: 16    Opposed: 0    Abstained: 0

*Motion passes.*

### **Discuss and Vote on the FY2024 Estimated Carryover Request**

**Motion: To approve the Estimated FY 2023 Carryover Request for Oral Health and Other Professional Services categories.**

Motion: F. Ross      Seconded: C. Nicholls

In Favor: 16    Opposed:      Abstained: 1-B. Gripshover

*Motion passes.*

### **Vote on New Member Application Nominees**

**Motion: To approve as a slate, the November 2023 New Application Nominees for Planning Council Membership.**

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

In Favor: 15    Opposed: 0    Abstained: 0

*Motion passes.*

**Kimberlin Dennis, Exec Committee Co-Chair, MRM Committee Member**- Congratulations to you all. You have been voted in by the committee as our new Planning Council members!

**Billy Gayheart, Chair, Membership, Retention & Marketing (MRM) Committee** – The next step is to submit this info to the Part A office, who will then forward it to the County Executive, in which we will wait for them (County) to get back. So, please be patient, as you're through to this process. Again, congratulations and good luck!

### **Review 2024 Schedule – L.J. Sylvia**

We will continue with the 2024 PC Meeting Schedule, as is for 2024 and all the times and dates will remain as they are. Next year, we will create a poll on preferences for meeting times in exploring possibilities for making changes. We want to make sure everyone has the ability to put thoughts into this process, so please complete the poll when you get the link.

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### **Committee Reports – Two minutes each please.**

**Community Liaison – N. O’Neal** – We had two excellent listening sessions in October, thanks to all those who were involved, and we look to do more next year, maybe in a different way. We are now getting ready to do another survey and looking to do this in a way so we can provide Strategy & Finance committee with a report on what consumers say about the services Ryan White offers.

**L.J. Sylvia** - Updates/findings from the listening session will also be provided to Full PC. Also, we will discuss the upcoming World AIDS Day event at our CLC workgroup as to planning council representation for that day.

**Strategy & Finance- C. Droster** – Thanks to all the subcommittees on their efforts. We improve every year and could not do it without everyone’s help.

**Membership, Retention & Marketing – B. Gayheart** – We completed interviews for our current new applicants and are now doing interviews for renewal applicants. We have a lot to do, so if any members are interested or available to be an interview panelists, please let us know.

**L.J. Sylvia** – For renewal applicants, we are asking that you complete the online version, and whether you have a resume or not, just continue with process and we will update you as we go along.

**Quality Improvement- J. McMinn** – We met today and continued our deep dive into Positively Aging with HIV. We had a great presentation from new PC member, Lorsonja Moore, on available services for the aging at DSAS (Department of Senior & Adult Services). Last month, Lisa Weitzman, from the Benjamin Rose Institute presented on their available services. We will next look how to move this topic forward, meet again in January to recap, and then come up with our plan.

**L.J. Sylvia** – If anyone knows of contacts or resources for the aging in other counties, please us know.

**Prevention –D. Houston** – Our next meeting will be Wednesday, December 6, 2023 from 4:00-5:30 p.m.

**L.J. Sylvia** – We are also looking for co-chairs for our Prevention, QI and MRM committees.

### **Public Comments –**

**T. Marbury** - Thanks to Kimberlin and Billy (MRM committee members), for their glowing reviews. It has been a joy and pleasure to be part of the committee, learning and sharing, and will always continue to be part of PC. Thanks again to all and have a wonderful holiday season.

**L. J. Sylvia** – A reminder a workshop invite, tomorrow evening, November 16, 2023, 6:30 p.m., on “The Team Approach to Retention in PrEP and HIV Care”, Edwins Too Restaurant, 12200 Shaker Square.

**K. Dennis** – The next Full Planning Council meeting will be Wednesday, January 17, 2024.

**N. O’Neal** – WeThink4AChange will be having a five-year celebration of their agency on World AIDS Day, December 1<sup>st</sup>, and will have a ribbon cutting ceremony and tour of their new office building. The event will be 1-4:00 pm., at 12200 Fairhill Road, Cleveland Ohio, in the Lakeview Room. All are welcome.

**J. Patterson** - The LGBTQ center will be having evening activities for World AIDS Day on December 1<sup>st</sup>, which will include portrait photography.

### **Adjournment**

**Motion:** N. O’Neal      **Seconded:** T. Marbury

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### Attendance

	Planning Council Members	Jan	Feb	Mar	Apr	May	June PSRA	Aug	Sep	Oct	Nov
1	Kimberlin Dennis – Co-Chair	20	20	20	20	20	20	20	20	20	20
2	Brian Kimball – Co-Chair	20	20	20	20	20	20	20	20	20	20
3	Christy Nicholls- Co-Chair	20	20	20	20	20	20	20	20	0	20
4	Biffy Aguiriano	0	0	0	0	0	0	20	0	0	0
5	Jeannie Citerman-Kraeger	20	20	20	20	20	20	20	0	0	0
6	Michael Deighan	20	20	20	20	20	20	20	20	20	20
7	Clinton Droster	20	20	20	20	20	20	20	0	0	20
8	Anthony Forbes	20	20	20	20	20	20	20	20	20	0
9	Billy Gayheart	20	20	20	20	20	20	20	20	20	20
10	Brenda Glass	20	20	0	20	0	20	0	20	0	0
11	Tiffany Greene						20	20	20	20	20
12	Barbara Gripshover, MD	20	20	20	20	20	20	20	20	20	20
13	Daytona Harris	20	20	20	20	20	20	0	20	20	0
14	Deairius Houston	20	20	20	20	20	20	20	20	20	20
15	Bryan Jones	20	20	0	20	20	0	20	0	0	0
16	LeAnder Lovett	0	20	0	20	20	20	20	20	20	0
17	Tina Marbury	0	20	20	20	20	20	20	0	0	20
18	Jeffrey Mazo	0	0	0	0	0	0	0	0	0	0
19	Jason McMinn	20	0	20	20	20	20	20	20	20	20
20	Lorsonja Moore	0	20	0	20	0	20	20	20	20	20
21	Naimah O'Neal	20	20	0	20	20	20	20	20	20	20
22	Julie Patterson	20	20	20	20	20	20	20	20	20	20
23	Faith Ross	20	20	20	20	20	20	20	20	20	20
24	Karla Ruiz	20	0	20	20	20	20	20	20	20	20
25	Peter Scardino	0	0	0	0	0	0	0	0	0	0
26	James Stevenson	20	20	0	20	0	20	20	20	20	0
27	Anthony Thomas	20	20	20	0	20	0	20	20	20	20
28	Joye Toombs	20	20	0	20	20	20	0	20	0	0
29	Stephanice Washington	0	20	0	20	0	0	20	0	20	0
30	Rhonda Watkins	20	0	0	0	0	0	20	0	20	0
31	Leshia Yarbrough-Franklin	20	20	20	20	20	20	20	20	20	20
	<b>Total in Attendance</b>	<b>21</b>	<b>23</b>	<b>18</b>	<b>25</b>	<b>22</b>	<b>24</b>	<b>26</b>	<b>22</b>	<b>21</b>	<b>18</b>

PC Attendees: K. Hill, Lisa (NORA), R. Lewis, T. Mahdi, C. Krueger, J. Tilford-Mabry, A. Tomco, L. Cantania, L. Spangler, T. Moyel, B. Willis, J. Garcia

Staff: M. Baker, Z. Levar, L.J. Sylvia, T. Mallory