

MINUTES: PLANNING COUNCIL MEETING (Virtual)



August 16th, 2022 / 5:30 p.m. – 7:30 pm

Facilitator (Co-chair)	Sam Zisow-McClean	PCSO Lead	Dwayne Smith
Time started:	Time: 5:35 p.m.	Quorum:	The committee did have quorum.

*Left meeting Early

Members present:	Adam Huebner, Brande Ward, Bruno Benavidas, Charles Culver Sr, Howie Newton, PJ Gouldman, Charmaine Stern-Megginson, Carlton Smith, Dale Brewer, Fernando Mena-Carrasco, Jonathan Wright, Kelsey Markie, Ken O'Bryant, Markton Cole, Meredith Lawler, Sam Zisow-McClean, Wendy Merrick
Members absent:	Lance Nicholas, Christine Joy Cooper, Montrell Vass, Shalyta Campbell, Jerry Fleming, Brittany Kelly
Visitors:	Genevieve Beninati, Hope Cassidy-Stewart, Marva Gooden, Walker Stump Coale, Root Woldu, Andrea Jones, Antwan Anderson, Jocelyn Stenhouse
Ryan White Part A:	Lauren Wagner, Ricky Moyd Jr, Sonney Pelham, Joan Carey,
Handouts:	Meeting agenda, July 2022 PC minutes, Chair report, Part A and B reports, Fiscal Chair report

AGENDA

1: Moment of Silence/ Introductions/ Welcome

Presenter: Sam Zisow-McClean

Discussion:

- Welcomed all to the August 2022 PC meeting.
- A moment of silence was observed.
- Introductions were made.

2: Chair Report

Presenter: Sam Zisow-McClean

Welcomed all and thanked them for their continued dedication and hard work.

HRSA Updates

The National Ryan White conference is August 23-26, 2022.

- Everything pertaining to the Part A program will be discussed on Tuesday, August 23. Everyone is urged to participate.
- Additionally, there will be updates on monkey pox.

PSRA

- Thanked all for their participation and contribution for another successful PSRA activity.

Monkey Pox Updates From BCHD

- Several PC members attended a meeting about monkey pox that the mayor's office organized with local community leaders.
- In Maryland, there are now 219 cases. Although the disease can spread to anyone, the MSM sexual communities appear to be where it is currently most prevalent.
- BCHD is currently educating patrons on-site at bars and sharing films on social media in an effort to raise awareness.
- Updated information can also be found on BCHD's website at <https://health.baltimorecity.gov/mpxfaq> .

Peter DeMartino

- The supply of monkeypox vaccines is currently quite limited.
- The CDC used a phased rollout strategy, with 682 doses being administered in the first round in June.
- Phase two had involved sending the local health departments additional vaccines in the range of 2500–3000.

Howie Newton

- What impact does Monkeypox have on individuals who are living with HIV/AIDS.

Peter DeMartino

- Right now, it appears that people with HIV are not affected by monkeypox any differently than people who do not have the virus.
- The outbreak, which has nothing to do with the population's gender identity or sexual orientation, is something we're working to contain.
- More significant is the skin to skin contact over a 14-day period.

Carlton Smith

- In getting the message out to the group, how are you notifying their ID doctors? Should they be seeing their ID doctors?

Peter DeMartino

- The way the virus works is that you have to have an opening or a break skin.
- You also you have to be in contact with a monkeypox lesion and/or monkey pox fluid.
- You should seek care if you are having symptoms and with the appearance of lesions.
- Individuals who got the smallpox vaccine as a child and involved in high risk behavior are still eligible for extended post exposure Prophylaxis just like anyone else, while there may be some immunity we still want to air on the side of caution.

Membership

- It is with a heavy heart that we announce the passing of Planning Council member Gennifer Robinson. She was a true advocate in her work with HIV and will be missed by many.

- The following legislatively mandated seats still need to be filled by the Planning Council.
 - Community Based Organization
 - Grantee under other Federal HIV programs

Dates to Remember

- The National RW Conference on HIV Care and Treatment, August 23-26, 2022.
- Maryland Department of Health’s HPG Stakeholder Wisdom, Experience and Engagement Tactical Sessions (Sweets) will be held on August 11th, 23rd, and 25th from 10:00am to 11:30am.

3: Approval of June PC Minutes **Presenter:** Committee

Motion:	Who made the motion? Second?	Motion passed?
Motion to approve the July 2022 PC meeting minutes.	Carlton Smith/PJ Gouldman	Passed

4: Part A **Presenter:** Sonney Pelham

Administration

- The next HRSA Part A monthly monitoring call will take place on August 9th.
- Also, on August 9th, the Recipient will meet with the Fiscal Committee to consider potential transfers of funds for FY22 between service categories.
- The Recipient has completed and submitted the FY2022 Program Submissions Report.
 - Reports include:
 - A signed letter from the Planning Council Chair endorsing priorities and allocations, including a signed copy of the Part A & MAI planned allocations table.
 - Planning Council/Planning body membership roster and reflectiveness.
- The Recipient has begun completion of the FY22 Program Terms Report which is due in the HRSA EHB by August 13th. Reports include;
 - Consolidated list of contractors
 - Part A and MAI allocations table

Desk Audit / Site Visit Updates:

- All FY21 desk audit reports have been sent to RW Sub-Recipients.
- There are 2 sub-recipients that have corrective action plans. One is due on August 11th and the other is due on August 12th.
- The recipient will work with CTL for appropriate responses upon review of these submitted corrective action plans.
- The FY22 Site Visit waiver for FY22 has been submitted to HRSA, asking that 2 to 3 site visits per month be done after CTL and Recipient Staff receive site visit TA from HRSA.

SOAR

- DPSCS is still working to process external personnel volunteer clearance documents, including SOAR, to have in-person services in the facilities again.
- A SOAR poster presentation was recorded and submitted for the Ryan White conference.

Fiscal

- CTL's contract has been finalized. Finalization of FY22 contracts with RW Sub-Recipients along with budgets and invoice approvals has begun.
- 9 RW Sub-Recipient contracts have been approved. All other contracts have been distributed to sub-recipients for signature.
- Due to internal reporting systems, several University and Hospital invoicing will not begin until their contracts have been finalized.
- The provision of customer services has been constant.

Planning

- Maryland Dept of Health continues to hold community engagement and feedback sessions which RW staff and Planning Council members attend for ongoing input for the integrated plan.
- A draft of the plan is expected to be released in September.

CQM

- The CQM team is planning the Fourth Phase of the QI Sub-Committee; its goal is to expand quality leaders across the Baltimore EMA by providing a forum for participants to present their quality improvement QI work, share quality management experiences, and improve consumer involvement; consumer interviews have been conducted. The kickoff date is currently being scheduled.
- The Baltimore EMA Movers and Improvers (BEMI) team held its first outreach event for their second PDSA cycle focusing on patient self-care plans among young adult clients in care on July 14th at Druid Hill Park.
- Featured activities included drumming, a nutritionist, meditation, and art.
- All clients who attended completed their self-care plans indicated that the plans made them feel more engaged in their care.
- Sub-recipient's annual QM Plans were due on July 20th.

CAREWare

- CAREWare Administrator is currently working across all sub-receipts to audit and update contracts in CAREWare across new or upcoming grant cycles; State Special, Part C, and Part D.
- The CAREWare Administrator continues to work with the Program Coordinator for the SOAR Program for returning citizens. The next action item includes delivering CAREWare reports to program sub-recipients that identify gaps in reporting across new implemented variables.
- The CAREWare Administrator is working with Health Department partners of HIV STD Prevention as their new grant cycle for Early Intervention Services

(PrEP) begins. Reports are being delivered to administration as they begin to evaluate the prior fiscal year's activities and reporting

- The CAREWare Administrator is onboarding a new program sub-recipient for the Ending the Epidemic Initiative.

Ending the HIV Epidemic

- In March 2020, the Ryan White program in conjunction with our partners launched the Getting to Zero Plus (GTZ+) Program. The goal of the program is to obtain viral suppression throughout the sites in the program.
- To date the program has served over 118 clients with more than 5,800 interventions.

Dale Brewer

- In reference to the fiscal agent, do we get a chance to see the policies procedures and requests in a timely manner for our providers?
- Will you bring this information back to the planning council?

Sonney Pelham

- Stated yes, that's the intention.

5: Part B

Presenter: Bruno Benavidas

MADAP

- MADAP has resumed normal operations. Please see below for resumed expectations.
- The 24 hours turn around for access to pharmacy services after eligibility dates are updated has resumed.
- We are still working under a 10-day maximum turn around window for determinations.
- We are developing a receipt notification system for those who send documents via mail and fax. Documents received via email will receive an email notification acknowledging receipt of documents sent.
- All MADAP fax lines are operational.
- Annual recertification documents have resumed normal mail out schedules. All recerts are mailed by the 15th of the month prior to eligibility end dates. Ex. for an eligibility end date of September 30, the recert document will leave the MADAP office no later than August 15th.
- Annual recertification is now a pre-populated one-page document. You may access a blank version of this document [here](#). Supporting income and residency documentation is required to be returned with the one page recertification document.
- Any new MADAP client that was using a temporary MADAP ID should now have a permanent MADAP ID number. Please contact your assigned eligibility specialist if you have not received your permanent MADAP ID.
- We have resumed mailing out insurance premium payment receipts weekly.

Kelsey Markie

- Asked do we know when MADAP will go back to the 2 to 3 day turn around?

Bruno Benavidas

- We are aggressively trying to reduce the window but a timeline cannot be given on when we will be back to the 2 to 3 day turn around.

State Integrated HIV Planning

- HPG is currently in the decision-making phase for what is going into the state’s integrated HIV plan and will have several meetings in the upcoming weeks.
- The sessions are no longer informative instead the sessions will involve deciding what’s going to be and what’s not going to be in the plan.
- Please reach out to Carmi Washington Flood to get access to the recordings of the sessions.

Monkeypox Information

- The Maryland Department of Health has just produced an additional resource for you to disseminate broadly to your local partners -The Facts About Monkeypox: Social Gatherings, Safer Sex, & Monkeypox, attached here and posted on our monkeypox web page.
- This fact sheet is a companion to the other MDH monkeypox fact sheets and snapshots, available on the MDH web page.

L.E.A.P Program

- LEAP is a status-neutral engagement strategy designed to provide training and direct-action opportunities for people who use drugs as well as Marylanders living with and impacted by HIV, STIs, and viral hepatitis. A key objective is to build participants’ self-efficacy to engage with decision-making bodies in the communities where they live, work, and play.
- If you have questions, please contact the manager of this initiative, Tawanna Davis at tawanna.davis@maryland.gov.”

6: Committee Reports Presenter:

Fiscal Committee Report

- The committee met on August 9th, 2022.
- The committee reviewed and approve June 2022 meeting minutes.

Motion:	Who made the motion? Second?	Motion passed?
Motion to reduce Health Insurance Co payments by \$77,565	Made by PJ Gouldmann /C.Smith	Passed
	Opposed	

Motion:	Who made the motion? Second?	Motion passed?
Motion to reduce Outpatient Ambulatory Health services by \$30,000	Made by PJ Gouldmann / C.Smith	Passed
	Opposed	
Motion:	Who made the motion? Second?	Motion passed?
Motion to reduce Home & Community Based Health Services by \$5,902	Made by PJ Gouldmann/C.Smith	Passed
	Opposed	

Motion:	Who made the motion? Second?	Motion passed?
Motion to reduce Substance Abuse Treatment Outpatient by \$40,562	Made by PJ Gouldmann /J.Wright	Passed
	Opposed	
Motion:	Who made the motion? Second?	Motion passed?
Motion to reduce Hospice Services by \$5,075	Made by PJ Gouldmann /C.Smith	Passed
	Opposed	
Motion:	Who made the motion? Second?	Motion passed?
Motion to reduce Non-Medical Case Management by \$82,907	Made by PJ Gouldmann /C.Smith	Passed
	Opposed	

Motion:	Who made the motion? Second?	Motion passed?
Motion to reduce Emergency Financial Assistance by \$91,211	Made by PJ Gouldmann /C.Smith	Passed
	Opposed	

Motion:	Who made the motion? Second?	Motion passed?
Motion to reduce Medical Transportation by \$31,180	Made by PJ Gouldmann /C.Smith	Passed
	Opposed	

Motion:	Who made the motion? Second?	Motion passed?
Motion to increase to Mental Health Services by \$256,275	Made by PJ Gouldmann /C.Smith	Passed
	Opposed	

Motion:	Who made the motion? Second?	Motion passed?
Motion to increase to Medical case management by \$108,127	Made by PJ Gouldmann /C.Smith	Passed
	Opposed	

7: New Business **Presenter:** Committee

8: Adjournment **Presenter:**

Meeting Adjourned