

Walter Arnold

Greater Baltimore HIV Health Services Planning Council

Minutes of the Meeting of November 16, 2010

Vol. VII, No. 10

Final • December 12, 2010

Meeting Attendance

Present ¹	M. Becketts	D. Henson
	K. Bellesky	M. Hitch
	D. Brewer (Proxy for J. Winslow)	S. Jenkins
	W. Commander (Proxy for C. Harvey Sr.)	R. Johnson
	R. Disharoon	D. Kelson
	C. Edmonds	J. Keruly
	B. Fitzsimmons	C. Massey
	J. Fleming	A. Middleton
	V. Graves	M. Reese
	L. Green	W. Samuel
	R. Green	D. Shamer
	R. Haden	L. Sowah
	T. Hawkins	
	Absent	S. Alston
D. Broadway		R. Gore-Simmons
R. Bradley		C. Harvey Sr.
C. Brown		M. Moaney
V. Burrell-Gibson		L. Servance
M. Carroll		B. Thomas-EI
Visitors	D. Clark	J. Winslow
	S. Cherry	R. Parrish
	M. Flint	L. Stokeling
BCHD	N. Guest	A. Traub
	R. Brisueno	J. Ungard
Staff	C. Garber	C. Lacanienta
	D. Gorham	J. Sabb
		N. Slaughter
Handouts	Meeting agenda (November 16, 2010).	
	Final action items and updates (November 16, 2010).	
	Draft planning council packet (November 2010).	
	Planning Council support office report (November 2010).	
	Seven-month FY 2010 Part A EMA-wide ESD Report and Reprogramming Recommendations of the Grantee.	
	Seven-month FY 2010 Part A Counties ESD Report and Reprogramming Recommendations of the Grantee.	
Seven-month FY 2010 MAI EMA-wide ESD Report and Reprogramming Recommendations of the Grantee.		
Seven-month FY 2010 MAI Counties ESD Report and Reprogramming		

¹ Attendance is based on sign-in sheet.

Recommendations of the Grantee.
Draft Child Care Standards of Care and memo to planning council (August 10, 2010).
Nominees for Planning Council Chair as of November 16, 2010.
Nominees for Nominating Committee as of November 16, 2010.
Eligibility for Planning Council Chair and Vice Chair as of November 16, 2010.
Announcement: Maryland Health Care Reform Coordinating Council Public Meetings to be Held on Draft Recommendations.
HIV Briefing: National Summit on HIV/AIDS Convenes November 17-19 in Washington with Focus on Accelerating Routine HIV Testing: Advancing the National HIV/AIDS Strategy.
Flier: An HIV Ministry of the Baltimore-Washington United Methodist Church is now accepting applications for Christmas Retreat 2010.
Maryland Department of Health and Mental Hygiene Infectious Disease and Environmental Health Administration – World AIDS Day 2010 State Commemorative Event.
Flier: Baltimore World AIDS Day Mt. Vernon Place United Methodist Church.

Executive summary

The meeting convened with quorum. Nominations were closed and elections were held. The planning council completed its seven-month reprogramming for the EMA-wide and Counties set-aside of Part A and MAI FY 2010. Child care standards of care were revised to remove contractual language as recommended by the Executive Committee.

Two candidates were moved to the mayor for recommended appointment. Updates and reports from the PC Chair, Part A grantee, Ryan White Parts B and D, PC committees, and PC support office were presented.

Proceedings

Introductions/Review of Minutes

The chair convened the meeting with introductions, role call, and a review of the October 2010 minutes.

Motion	To accept the October 2010 planning council minutes.
Proposed by	D. Kelson
Seconded by	M. Reese
Action	Passed, 0 abstention, 0 objections

Chair Report

Chairman W. Samuel welcomed new members and reappointed council members who had been awaiting letters from the mayor. He reminded the council of the PC elections scheduled to occur that evening and thanked the planning council and its partners for their hard work in providing services to people living with HIV/AIDS (PLWH/As).

The chair updated the council on recommendations related to the seven-month reprogramming activities for the eligible metropolitan area (EMA) and Minority AIDS

Initiative (MAI) for fiscal year (FY) 2010 and Executive Committee recommendations related to the Child Care standards of care. Responses from PC leadership to queries from Baltimore City Health Department (BCHD) at the Executive Committee will be forthcoming.

C. Massey asked if the PC would be involved in the discussions related to the grantee queries to PC leadership. W. Samuel noted that all matters left unresolved would be passed to the next elected leadership.

Nominations for PC Elections

The chair announced that the PC would need to vote to close nominations and hold elections.

N. Slaughter of the PCSO explained that at the request of the Nominating Committee the following items were developed and distributed for the PC elections:

- Roster of PC members, the fulfillment of each bylaw criteria for PC chair, PC vice chair, and Nominating Committee chair per the bylaws².
- List of eligible nominees, to date, for PC chair and vice chair, with bylaw criteria checklist.
- List of eligible PC members for PC chair and vice chair, with bylaw criteria checklist.
- List of eligible candidates, to date, for PC chair and vice chair, with bylaw criteria checklist.
- List of eligible nominees, to date, for the Nominating Committee, with bylaw criteria checklist.

N. Slaughter noted that the Nominating Committee had recommended A. Middleton, who was not nominated as a candidate for any office, to be an independent verifier once nominations were closed. R. Brisueno of the grantee will help to verify the nominees once nominations were closed. PC leadership will help review the nominees and their eligibility.

The following revisions were made to the list of nominees distributed:

- To remove A. Middleton's name as a nominee for Nominating Committee.
- M. Reese's appointment date to be checked: M. Reese noted her first appointment as being in 2004 not 2006 as noted on the list.

The following PC members were nominated for Chair:

- W. Samuel
- J. Keruly
- L. Green

The following PC members were nominated for Vice Chair:

- M. Reese

² Reviewed by R. Brisueno, A. Middleton and PC leadership for verification of nominees.

The following PC members were nominated for the Nominating Committee Chair:

- C. Harvey
- C. Massey

The following PC members were nominated for the Nominating Committee:

- R. Disharoon
- J. Flemming
- D. Henson
- D. Kelson
- M. Reese
- D. Shamer

Motion	To close the nominations for PC elections.
Proposed by	R. Disharoon
Seconded by	D. Shamer
Action	Passed, 0 objections, abstentions

Child Care Standards of Care

The chair announced that the Executive Committee had met and discussed the contractual language in the child-care standards of care and noted that the inclusion of contractual language in PC documents falls outside of the PC's purview. Vice chair J. Keruly brought forth recommendations of the Executive Committee for the removal of contractual language from the child care standards of care.

PC reviewed draft standards of care submitted for feedback and review August 10, 2010 recommending the following:

- Removal of 1.1.2 from the child-care standards of care: Eligible consumers are limited to a maximum of 90 days of service within a program year (March through February).
- Removal of 1.1.3 from the child-care standards of care: Payment for daily services is based on a maximum of 200 percent of the daily cost allowable by the Maryland State Department of Education, Office of Child Care.

The council discussed the recommendations of the Executive Committee and noted:

- PC should consider data input from various sources from a consumer point of view including consumer service needs, client utilization, etc.
- The line between contractual and PC purview is unclear. If these provisions are removed, the grantee would have complete latitude contractually to place caps on services even more stringent than what is currently in the standards.
- W. Samuel asked if any client had passed their 90 days of service. R. Brisueno replied that he did not have the data in front of him, but did not think so.

Motion	To remove section 1.1.2 from the child care
--------	---

	standards of care.
Proposed by	J. Keruly
Seconded by	M. Reese
Action	Passed, 2 objections, 3 abstentions
Motion	To remove section 1.1.3 from the child care standards of care.
Proposed by	J. Keruly
Seconded by	M. Reese
Action	Passed, 0 objections, abstentions

Grantee Report

R. Brisueno provided the following:

Administrative updates:

- The FY 2011 competitive request for proposal (RFP) is scheduled for release around November 25, 2010.
- A request to Health Resources and Services Administration (HRSA) for the purchase of a van had been submitted. This is a response to the PC directive for allocation of \$20,000 for the purchase of a van with MAI FY 2011 Medical Transportation Services funds.
- A request for technical assistance (TA) from HRSA was submitted for assistance with implementing new HRSA monitoring requirements.
- A pilot program will be launched in December with central laboratory programs for electronic reporting; a response to the PC directive to initiate electronic reporting capabilities.

Technical assistance and capacity building updates:

- The bidder's meeting will be December 9, 2010 followed by the Part A provider's meeting at Sheppard Pratt.
- Two programmatic site visits and one comprehensive site visit were conducted. No corrective action plans were issued.
- There will be a TA web-conference on gaining agency and subcontractor buy-in for quality management on November 10, 2010.

Clinical Quality Management

- The Health Literacy Project developed a mission statement and goals with health literacy panel.
- The substance abuse survey is underway.
- The FY 2010 CQM reviews are reporting no major deficiencies or findings to date.

Part B and D Report

M. Hitch reported on the Part B RFP for FY 2011. The RFPs for non-medical case management, oral health, and MAI will be released at the end of December; applications will be due February 2011. The Maryland AIDS Drug Assistance Program (MADAP)

office and customer service office will be closed during November for holiday and service reduction days.

No updates for Part D.

The chair asked for a moment of silence in honor of PC member Monique Moaney.

Committee Reports

Committee co-chairs provided the following updates on behalf of their respective committees:

Comprehensive Planning Committee:

There was no meeting in October 2010.

Continuum of Care Committee:

The committee chair announced that the committee met on November 3, 2010 and began its review of the Oral Health Services category.

Counties Committee:

The committee received the seven-month expenditure service delivery (ESD) report and reprogramming recommendations from the grantee. The committee made recommendations for reprogramming the Counties set-aside to the Evaluation Committee for the seven-month Counties FY 2010 Part A and MAI. Elections will be held in January 2011 for committee chair.

Evaluation Committee:

The committee met and received the 7-month Part A and MAI FY 2010 ESD report and reprogramming recommendations of the grantee and Counties Committee on November 9, 2010. The committee voted on reprogramming recommendations for the Part A Counties set-aside and the Part A EMA. A request to the Executive Committee was made to complete the MAI 7-month reprogramming for the EMA and Counties as the committee ran out of time during its reprogramming meeting.

The following motions were made for the EMA-wide FY 2010 Part A 7-month reprogramming. N. Slaughter read conflicts for each category.

Motion	To decrease funding to the Part A EMA OAHS-PMC by \$43,648.
Proposed by	D. Shamer
Seconded by	M. Reese
Action	Passed, 0 objections, 6 abstentions

Motion	To decrease funding to the Part A EMA Substance Abuse Outpatient Treatment by \$67,921.
--------	---

Proposed by	D. Shamer
Seconded by	M. Reese
Action	Passed, 0 objections, 6 abstentions

Motion	To decrease funding to the Part A EMA Health Insurance Premium & Cost –sharing Assistance by \$15,630.
--------	--

Proposed by	D. Shamer
Seconded by	M. Reese
Action	Passed, 0 objections, 3 abstentions

Motion	To decrease funding to the Part A EMA Medical Nutritional Therapy by \$18,521.
--------	--

Proposed by	D. Shamer
Seconded by	D. Kelson
Action	Passed, 0 objections, 2 abstentions

Motion	To increase funding to the Part A EMA OAHS Specialty Laboratory Services by \$141,098.
--------	--

Proposed by	D. Shamer
Seconded by	M. Reese
Action	Passed, 0 objections, 1 abstentions

Motion	To increase funding to the Part A EMA Food Bank/Home Delivered Meals by \$20,312.
--------	---

Proposed by	D. Shamer
Seconded by	D. Kelson
Action	Passed, 0 objections, 5 abstentions

The following motions were made for the Counties FY 2010 Part A 7-month reprogramming.

Motion	To increase funding to the counties' Medical Transportation by \$3,310.
--------	---

Proposed by	D. Shamer
Seconded by	D. Kelson
Action	Passed, 0 objections, 3 abstentions

Motion	To decrease funding to the counties' OAHS- EFA by \$12,000.
--------	---

Proposed by	D. Shamer
Seconded by	
Action	Passed, 0 objections, 2 abstentions

Motion	To decrease funding to the counties' Health Insurance Premium & Cost- sharing Assistance by \$3,000.
Proposed by	D. Shamer
Seconded by	J. Flemming
Action	Passed, objections, 1 abstentions
Motion	To decrease funding to the counties' Psychosocial Support by \$7,000.
Proposed by	D. Shamer
Seconded by	R. Disharoon
Action	Passed, 1 objections, 1 abstentions

Nominating Committee:

The Committee met on November 8, 2010 and reviewed the three vacancies of the PC and the potential candidates for each. The committee voted to send W. Commander's name from the pool list to the mayor's office for recommended appointment. The committee recommended the movement of one candidate directly to the mayor's office to fill one vacancy and the appointment of two candidates to the pool list.

Motion	To move L. Rivera to the pool list.
Proposed by	M. Reese
Seconded by	D. Kelson
Action	Passed, 0 objections, 0 abstentions
Motion	To move L. Long to the pool list.
Proposed by	M. Reese
Seconded by	C. Massey
Action	Passed, 0 objections, 0 abstentions
Motion	To recommend to the Mayor that H. Lambert be appointed to the Planning Council.
Proposed by	M. Reese
Seconded by	D. Kelson
Action	Passed, 0 objections, 0 abstentions

The committee voted to move forward with committee recommendations for removal.

PC elections were discussed. A recommendation was made and voted on for a list to be provided to the PC of council members regarding their eligibility for chair, vice chair, and nominating chair; with a corresponding list of eligible candidates for all positions.

People Living with HIV/AIDS (PLWH/A) Committee:

The committee discussed December 1 World AIDS Day events and the development of a position paper on HIV/AIDS and health care reform. The committee agreed to stop working on a patients’ bill of rights to complete the new position paper on health care reform and what it means for PLWH/As.

Elections

A. Middleton and R. Brisueno verified the lists of nominees.

Verified candidates for PC chair:

- W. Samuel
- J. Keruly
- L. Green

Verified candidates for PC vice chair:

- M. Reese

Verified candidates for Nominating Committee chair:

- C. Harvey
- C. Massey

Verified candidates for Nominating Committee:

- R. Disharoon
- J. Flemming
- D. Henson
- D. Kelson
- M. Reese
- D. Shamer

Motion	To extend the meeting by 30 minutes.
Proposed by	R. Disharoon
Seconded by	D. Kelson
Action	Passed, 0 objections, 0 abstentions

Each candidate for PC chair, vice chair, and Nominating Committee Chair³ provided a speech and answered questions from PC members (see October 2010 PC minutes).

Motion	Questions from PC members could be asked after candidates’ speeches.
Proposed by	C. Edmonds
Seconded by	R. Haden
Action	Passed, 0 objections, 0 abstentions

³ W. Commander as proxy for C. Harvey Sr. presented his speech for Nominating Committee Chair to the council.

Motion	Candidates for the Nominating Committee did not have to give speeches as there were only six candidates running for the six slots. No vote necessary.
Proposed by	R. Haden
Seconded by	D. Shamer
Action	Passed, 0 objections, 0 abstentions

Ballots with the list of verified nominees were printed and distributed for PC vote.

R. Brisueno and A. Middleton tallied the ballots. A. Middleton presented the results.

- Chair: L. Green,
- Vice chair: M. Reese,
- Nominating Committee Chair: C. Massey.

New Business

Tickets are available for the Goodwill Thanksgiving Dinner tickets. On December 1, 2010, there will be a Baltimore World AIDS Day event in Mt. Vernon.

The meeting adjourned at 9:08 p.m.

Motion	To adjourn.
Proposed by	D. Kelson
Seconded by	R. Haden
Action	Passed, 0 objections, 0 abstentions