

Greater Baltimore HIV Health Services Planning Council

Minutes of the Meeting of April 21, 2009

Vol. VI, No. 2

FINAL • May 19 2009

Meeting Attendance

Present ¹	K. Bellesky	T. Hawkins
	R. Bradley	M. Hitch
	C. Brown	D. Hunter
	V. Burrell-Gibson	Re. Johnson
	V. Clark	J. Keller
	C. Edmonds	D. Kelson
	A. Foyles	C. Massey
	R. Gore-Simmons	R. Matens
	M. Graves	A. Middleton
	R. Green (J. Bennett proxy)	W. Miller
	R. Haden	G. Nelson
	C. Harvey Sr.	M. Reese
	P. Hall	W. Samuel
	D. Henson	D. Shamer
Absent	M. Becketts	A. Leverrette
	M. Cole	G. Manigo
	C. Gibson	N. Robinson
	Ra. Johnson	L. Smith
	W. Jones	B. Thomas-El
J. Keruly	J. Winslow	
BCHD	R. Brisueno	S. Kazi
	A. Ferrari	J. Ungard
Visitors	S. Alston	M. Massey
	A. Austin	R. McCloud
	S. Bosley	V. Meeks
	D. Brewer	S. Oszvart
	T. Davis	K. Pearce
	C. Dickens	S. Roger
	R. Disharoon	R. Rubino
	M. Green	H. Smith
	N. Guest	V. Tepper
	T. Hawkins	L. Treherne
	T. James	K. Woolford
	B. Lau	
	Staff	D. Gorham
C. Lacanienta		R. Vaishnav Rhyne
Handouts	Planning council agenda (April 21, 2009).	
	Meeting minutes (March 17, 2009).	
	Grantee's report (April 21, 2009 - update).	
	Chair's report (April 21, 2009).	
	Planning council packet (April 2009).	

¹ Attendance is based on sign-in sheet.

Evaluation Committee minutes (April 14, 2009).
Final action items and updates (April 21, 2009).
Draft administrative assessment tool.
Draft provider questionnaire two.
Draft grantee questionnaire one.
Draft grantee questionnaire two.
Community consensus letter.
Ryan White newsletter (April 2009).
Applicant bio-sketches.
“HIV/AIDS ministry” (flyer).
“Older Women Embracing Life” (flyer).
“FY 2010 Priority Setting and Resource Allocation Events” (flyer).

Executive Summary

The meeting convened with quorum at 6:43 p.m.²

The chair made announcements regarding the Part A award and the upcoming Ryan White reauthorization.

The chair announced that data and informational presentations would be a part of the May and June planning council meetings.

The planning council held a panel presentation for support service categories to discuss trends and needs for people living with HIV/AIDS. The following presentations were made: psychosocial support, case management (non-medical), oral health, food bank/home delivered meals and outreach services.

The planning council support office discussed the community consensus letter developed by Federal AIDS Policy Partnership (FAPP) that has been distributed and signed throughout the country. This letter identifies the need for a full 3-year reauthorization of the Ryan White HIV/AIDS Treatment Modernizations Act of 2006 and requests minimal but specific changes within the legislation.

The Part A grantee provided an update on its contact with HRSA, discussed current projects being run within the Clinical Quality Management (CQM) program, stated when the Project Leadership Empowerment Advocacy Participation (LEAP) 13 classes, and noted all technical assistance workshops and programs from March through May 2009.³ The Part A grantee also updated its original report and announced that the FY 2010 Part A award for the Baltimore eligible metropolitan area (EMA) will be 11.57 percent higher than FY 2009.

² Quorum is defined as attendance of at least 51 percent of membership.

³ Project LEAP (leadership, empowerment, advocacy and participation) is a program with a comprehensive curriculum developed by the planning council support office that builds the confidence and skills of PLWH/As.

The Part B representative announced the regional advisory committee (RAC) meeting schedule and also noted that the Maryland AIDS Administration has recently been given its Part B award.

The Part D representative announced that the Maryland AIDS Administration have submitted the application for FY 2009 Part D Youth Services funding and is still awaiting its FY 2009 Part D Women, Infant, Children and Youth award.

Committee co-chairs reported on their respective committee's activities:

- The Comprehensive Planning Committee (CPC) announced its schedule of presenters for the data and informational presentations in May and June. The CPC also reviewed all strategies with June 2009 deadlines in the comprehensive plan.
- The Continuum of Care Committee held two work groups related to child care services and outreach services.
- The Evaluation Committee reviewed the 7-month FY 2008 Minority AIDS Initiative (MAI)⁴ expenditure and service delivery (ESD)⁵ report and made no reprogramming recommendations. The Evaluation Committee also finalized its assessment tool and questionnaires for the assessment of the administrative mechanism.
- The Nominating Committee continued its review of the attendance of all planning council members attending planning council meetings and recommended the removal of three members. The committee recommended two new pool list members and one applicant to take the place of those removed. The committee also recommended that two additional applicants be moved to the pool list.
- The Counties Committee reviewed the 7-month FY08 MAI report and made no reprogramming recommendations.
- The PLWH/A Committee discussed child care services in the EMA and will welcome youth consumer advisory board members to their next meeting.

The planning council support office (PCSO):

- Released the dates and times for all PSRA events including trainings, informational and data presentations and the EMA-wide and county-wide FY 2010 PSRA.

The meeting adjourned at 8:12 p.m.

⁴ MAI is a funding stream authorized under the Ryan White Treatment Modernization Act to provide additional funding, beyond Part A, to minority areas affected by HIV/AIDS.

⁵ The ESD report is an aggregate report of fiscal and programmatic data collected monthly from direct-service providers.

Proceedings

Introductions/Review of Minutes

The chair convened the planning council meeting with introductions and a review of last month's minutes.

Motion	To accept the March 17, 2009 minutes.
Proposed by	J. Keller
Seconded by	K. Bellesky
Action	Passed, 0 abstention, 0 objections

Chair's Report

The chair announced that:

- Planning council leadership is working on developing a letter of support to HRSA regarding challenges of implementing mandates from the Ryan White HIV/AIDS Treatment Modernization Act of 2006.
- Representatives from each support service category have been invited to the April planning council meeting to discuss needs of clients within the Baltimore EMA.

The chair invited the planning council support office, to discuss the Ryan White reauthorization.

- Current Ryan White legislation will sunset on September 30, 2009 and HIV/AIDS advocates are currently working on the reauthorization of the bill.
- The Federal AIDS Policy Partnership (FAPP) has developed a community consensus document and is inviting all organizations to sign on in support of reauthorizing Ryan White legislation. The planning council discussed the extension of the current legislation for three years and potential changes that might occur within the legislation.
- The chair announced that the planning council would not sign on due to the federal restrictions that prevent planning councils from lobbying.

New Business

Panel Presentations

The chair invited representatives reporting on several service categories to present to the planning council regarding the efficacy, trends and need for support service categories. Presenters reported the following:

Psychosocial Support Services

- Many barriers to care exist such as low socio-economic status, lack of transportation, amount and depth of paper work, appointment adherence and gaining trust from providers.
- One of the most important factors in staying in treatment and adhering to appointments and medication is psychosocial support services. This includes working with a familiar caseworker, having help completing paperwork, working on a flexible schedule and giving reminders of all appointments.

Case management (non-medical)

- Perinatal HIV/AIDS transmission rates have dropped due to the ability of people living with HIV/AIDS to access support services. Case management (non-medical) is a direct link to these support services.

Oral Health

- Comprehensive dental care ensures that serious dental problems will not arise. Many patients suffer from untreated oral lesions. Adequate oral health can prevent many diseases and decrease the overall cost of health care attributable to high-cost surgeries due to negligence.
- Dentists have been educated sufficiently and understand that the risk of transmission of HIV by dental care is almost non-existent.
- Noted that a decrease in funding will cause fragmented service. Many patients seek dental care only in emergency situations and have many unresolved oral health problems upon release. The most important aspect of providing necessary oral health services is long-term care.
- Many dentists do not treat low-income families with alternative forms of payment because of low reimbursement rates.
- The oral health service category is able to use increases in funding due to the high demand from patients and cost of dental care. A major focus should be on prevention and long-term care.

Food Bank/Home-delivered Meals

- This service category is focused on providing food to PLWH/As who are home-bound or with compromised immune systems.
- The availability of quality food in urban areas is poor and PLWH/As need healthy and nutritious meals. A decrease in funding will be detrimental to those who rely on Ryan White as a legitimate last resort.
- Reducing funding to food will cause a patient to have to choose between buying food and paying for housing and/or utilities.

Outreach

- A comprehensive outreach system needs to be in place to gain the trust of PLWH/As who are not in care due to stigma or denial. Reducing funding will have a negative impact on hard-to-reach populations and individuals that need time to overcome personal barriers.
- A reduction in support services and an increased emphasis on primary medical care will benefit those who are able and willing to engage in care but will disenfranchise those who rely on the goal of Ryan White — to ensure the funding and provision of necessary services to maintain all PLWH/As in care.

Grantee's Report

The Part A grantee reported the following:

- The grantee has not received any information regarding an extension of the Ryan White program beyond its sunset and is encouraging local officials to contact HRSA in support of the Ryan White program.
- The grantee announced that the FY 2010 Part A award for the Baltimore eligible metropolitan area (EMA) will be 11.57 percent higher than FY 2009.
- Social Solutions has started development of the client-level data system.
- Clinical Quality Management (CQM) reviews for 2008 were completed on February 12, 2009. The first draft of the EMA report is due April 13, 2009 and the second draft is due May 11, 2009. The first draft of the FY 2009 evaluation tools is due March 22, 2009.
- The cervical-cancer screen survey and substance-abuse survey have been distributed and surveys are being completed.
- The L.E.A.P. Project 13 class will begin on March 13, 2009.
- The grantee announced all technical assistance programs that have taken place, or will take place, from March through May 2009. Upcoming events would include a presentation by Social Solutions on May 7th and the HIV/AIDS Bureau (HAB) will present on reporting through the Ryan White Services Report (RSR) on April 20, 2009.

Part B Report

The Part B representative reported the following:

- The 2009 regional advisory committee (RAC) meeting for the central region will be held May 18, 2009 from 1:00 p.m. to 3:00 p.m. at the NEBO Christian Ministries (240 Franklintown Road, Baltimore).
- The FY 2009 Part B MAI award should be released by April 24, 2009.

Part D Report

The Part D representative reported the following:

- The non-competitive application for Part D Youth Services funds was submitted on April 9, 2009
- The FY 2009 Part D Women, Infant, Children and Youth application was submitted on March 30, 2009.
- The Maryland AIDS Administration received 13 applications from the Part D request for proposal.

Committee Reports

Comprehensive Planning Committee (CPC):

The committee co-chair reported the following:

- The committee finalized its schedule of presenters for the May and June planning council meetings. Presenters for each were identified and will be confirmed over the next month.
 - The topics to be presented at the May planning council meeting are as follows:
 - Trends.
 - Continuum of Care.
 - Part B, D and MADAP.
 - Part C.
 - Prevention.
 - The topics to be presented on at the June planning council meeting are as follows:
 - Medicaid.
 - Client-level Data.
 - Epidemiology.
 - Housing.
 - Substance Abuse.
 - Mental Health.
- The committee reviewed strategies within the comprehensive plan that were given a deadline of June 2009 for review. The committee summarized each strategy and will review its draft report at its May meeting. The committee will submit a final report to the planning council in June of 2009.

Continuum of Care (COC) Committee:

The committee co-chair reported the following:

- The COC committee held two work groups this month to discuss child care and outreach services in the EMA. These work groups consisted of committee members and stakeholders of consumers and providers of each service.
- The committee will resume its normal meeting in May and finalize the standards of care for child care services. The committee will hold another outreach services work group in July.

Evaluation Committee:

The committee co-chair reported the following:

- The committee oversaw the Counties Committee review of the FY 2008 MAI ESD report for county-wide services. The committee accepted the Counties Committee recommendation to continue funding at current levels.
- The committee reviewed the FY 2008 MAI ESD report for EMA-wide services and recommended to continue funding at current levels.
- The committee noted that the first provider questionnaire was released on April 6, 2009 and will be sending a reminder to providers.

- The committee finalized the provider and grantee questionnaires and the assessment tool used for the assessment of the administrative mechanism.⁶

Motion	To approve the second provider questionnaire, grantee questionnaire one and two and the assessment tool used in the assessment of the administrative mechanism.
Proposed by	K. Bellesky
Seconded by	D. Kelson
Action	Passed, 1 abstention, 0 objections

Nominating Committee:

The committee chair reported the following:

- The committee reviewed the attendance records of all planning council members during the 2008-2009 planning council year (September to August). According to the bylaws, all PLWH/As missing 6 meetings, and all non-PLWH/As missing 5 meetings are eligible for removal. Members missing more meetings than allowable were identified in March and received letters from the Nominating Committee and planning council chair prior to the March planning council meeting. Several attempts to contact each member *via* telephone were also made by the planning council support office. Two members attended the March planning council meeting and one member responded to the letter and phone call and stated that he or she planned to attend the April planning council meeting. The committee agreed to review his or her attendance in May. Three members were not responsive and were recommended for removal. These names were kept confidential from the public at the meeting by coding each name using A, B and C. According to the bylaws, the planning council chair must make the motion to remove a planning council member. The vice-chair assumed the role of chair.

Motion	To recommend to the mayor the removal of planning council member A from the planning council for violation of the planning council's attendance policy as written in the bylaws.
Proposed by	W. Miller
Seconded by	M. Reese
Action	Passed, 0 abstention, objections

Motion	To recommend to the mayor the removal of planning council member B from the planning council for violation of the planning council's attendance policy as written in the bylaws.
Proposed by	W. Miller
Seconded by	D. Hunter
Action	Passed, 0 abstention, objections

⁶ Assessment of the administrative mechanism is a review of the grantee's processes. This assessment is the results from the Evaluation Committee surveying providers of Ryan White services.

Motion	To recommend to the mayor the removal of planning council member C from the planning council for violation of the planning council's attendance policy as written in the bylaws.
Proposed by	W. Miller
Seconded by	D. Kelson
Action	Passed, 0 abstention, objections

- The committee recommended two pool list members and one applicant to replace those being removed from the planning council.

Motion	To recommend to the mayor the appointment of Tyrone James to the planning council.
Proposed by	A. Middleton
Seconded by	C. Harvey Sr.
Action	Passed, 0 abstention, objections

Motion	To recommend to the mayor the appointment of Richard Rubino to the planning council.
Proposed by	A. Middleton
Seconded by	D. Kelson
Action	Passed, 0 abstention, objections

Motion	To recommend to the mayor the appointment of Russell Disharoon to the planning council.
Proposed by	A. Middleton
Seconded by	C. Harvey, Sr.
Action	Passed, 1 abstention, objections

- The committee recommended that two applicants be placed on the pool list.

Motion	To place Scott Oszvart on the pool list.
Proposed by	A. Middleton
Seconded by	D. Kelson
Action	Passed, 0 abstention, 0 objections

Motion	To place Leonard Anang Sowah on the pool list.
Proposed by	A. Middleton
Seconded by	D. Hunter
Action	Passed, 0 abstention, 0 objections

- The committee agreed to send letters to all committee members and the co-chairs of their respective members committees who have a zero-percent attendance rate or who have not selected a primary committee.

People Living with HIV/AIDS Committee:

The committee co-chair reported the following:

- The committee discussed child care services in the EMA.
- The committee has invited the youth consumer advisory board to speak at its April meeting regarding current trends and issues facing younger consumers of services.

Counties Committee:

The committee co-chair reported the following:

- The committee held FY 2008 MAI 7-month joint reprogramming. The committee reviewed the county-wide ESD report and made no reprogramming recommendations.
- Since the committee completed its FY 2008 MAI reprogramming in April, it will not hold its regularly scheduled meeting in May.

Planning Council Support Office Report

The PCSO representative reported the following:

- The PCSO distributed a PSRA event reminder and reminded all members that the June 16, 2009 planning council meeting and attending one day of PSRA training (either June 8 or June 11, 2009) are mandatory.

New Business

No new business was discussed.

Meeting adjourned at 8:12 p.m.

Motion	To adjourn.
Proposed by	D. Kelson
Seconded by	R. Haden
Action	Passes, 0 abstention, 0 objections

I certify these minutes to be accurate and inclusive record of the planning council meeting as amended and approved by the Greater Baltimore HIV Health Services Planning Council.

William Miller

William Miller

May 19, 2009

May 19, 2009