

METROPOLITAN ATLANTA HIV HEALTH SERVICES PLANNING COUNCIL
Fulton County Department of Health & Wellness
4th Floor Conference Room
99 Jesse Hill Jr. Drive
Atlanta, GA 30303

November 20, 2014

Voting Members Present

Ashley Hall
Acuff Burgess
Carolyn Stephens
Cheryl Courtney Evans
Dazon Dixon Diallo
Deb Bauer
Dwight Anderson
Gene Farber
Harvinder Makkar
Jeanette Nu'Man
Jeff Graham
Jerona Blue
Katherine Lovell
Kedric Williams
Ken Lazarus
Kim Moon
Larry Lehman
Lisa Roland
Michael DeMayo

Mikki Hollinger
Moneta Sinclair
Nicole Roebuck
Peter Thibodeaux
Phyllis Malone
Reggie Dunbar, II
Richard Willis
Robert Anderson
Sanjay Sharma
Scott Perry, MD
Sean Williams
Stephanie Laster
Steven Bales
Terry Stidom
Timothy Webb
Timothy Young
Tracie Graham
Trevor Pearson

Voting Members Not Present

Albert Mitchell
Andre Johnson
Charles Fuller
David Reznik
Shirley Hartsel
Jacque Muther
James Lark
Joaquin Hubert
Katrina Barnes

Marisol Lopeaz
Nacaela Penn
Norris Williams
Mace Raymond
Ruby Lewis – Hardy
Sharron Flicking
Sonya Chapman
Tammy Kinney
Thomas Green

The November 20th meeting of the Planning Council was called to order at 9:00 a.m. by Chair, Dazon Dixon Diallo.

A motion was made by Jeff Graham and seconded by Cheryl Gannaway to adopt the November 20, 2014 Planning Council agenda.

A motion was made by Katherine Lovell and seconded by Dwight Anderson to adopt the September 18, 2014 Planning Council minutes.

Consumer Caucus: Timothy Webb – Chair of Consumer Caucus

- The Caucus met on Wednesday, November 19th at AID Atlanta.
- The Caucus is working on a work plan for 2015

AAOI Update: Freda Jones – Chair of the Atlanta Area Outreach Initiative

- There will be an AAOI planning meeting held today at Absolute Care located at 2140 Peachtree Street. The planning meeting will be held from 2:00 p.m. – 4:00 p.m. The 2015 Atlanta Area Outreach Initiative will be a collaboration between prevention and care. The AAOI event will be held on Saturday, February 7th at the Loudermilk Center located at 40 Courtland Street.

Grantee Update: Jeff Cheek – Director, Ryan White Part A (Grantee)

- The 2015 Request for Proposal (RFP) was released on Wednesday, November 5th.
- The deadline to submit all applications is Friday, December 19th at 11:00 a.m.
- Phase I of The Outside Review Committee (ORC) will be held on Wednesday & Thursday, January 28th -29th, 2015
- Phase II of the Outside Review Committee will be held on Wednesday & Thursday, February 4th - 5th , 2015
- The Grantee HRSA Progress report is due by Wednesday, November 26th

Priorities Committee: Timothy Young – Chair of the Priorities Committee

FY14 PRIORITY SERVICE CATEGORY CHANGES:

To revise FY14 Service Categories to agree with HRSA requirements by renaming Core Medical Services “Primary Care” to “Outpatient/Ambulatory Health Services”; “Substance Abuse” to “Substance Abuse Services – outpatient”; “Case Management” to “Medical Case Management”; and to Establish Core Medical Service Category of “Medical Nutrition Therapy”; Support Services category of “Case Management-non-Medical”; Emergency Financial Assistance subcategories of “EFA 1: Medications” and “EFA 2: Utility Payments”; and Establish Housing subcategory of “H 1- Short-term or Emergency Housing”.

A motion was made by Katherine Lovell and seconded by Robert Anderson to accept the FY14 Services Category name changes to agree with HRSA requirements. The motion carried. Yes: 32 No: 0

FY14 ALLOCATION CHANGES:

Motion to disaggregate FY14 Service Categories to agree with HRSA requirements by reallocating \$21,467 from Emergency Financial Assistance to Emergency Financial Assistance subcategory EFA 2: Utility Payments; \$1,062,654 from “AIDS Pharmaceutical Assistance (local)” to “Emergency Financial Assistance” subcategory “EFA 1: Medications to support the provision of medications to eligible individuals”; \$12,540 from “Substance Abuse Services-outpatient” to “Housing” subcategory H1; \$162,100 from “Medical Case Management” to “Case Management (non-Medical)”; \$221,912 from “Outpatient/Ambulatory Health Services” to “Case Management (non-Medical)”; \$133,846 from “Outpatient/Ambulatory Health Services” to “Medical Nutrition Therapy”; \$10,364 from “Food Bank/Home-Delivered Meals” to “Medical Nutrition Therapy”.

A motion was made by Deb Bauer and seconded to disaggregate the FY14 Service Categories to agree with HRSA requirements. The motion carried. Yes: 35 No: 0

FY14 RANKINGS:

Motion to establish FY14 Priority Rankings to support Service Category revisions and disaggregation:

1. Outpatient/Ambulatory Health Services
2. Oral Health Services
3. AIDS Pharmaceutical Assistance -ADAP
4. Medical Case Management
5. Mental Health Services
6. Substance Abuse Services – outpatient
7. Health Insurance Premium Support
8. Medical Nutrition Therapy
9. Support Services
- 9a. Emergency Financial Assistance
 - EFA 1: Medications
 - EFA 2: Utility Payments
- 9b. Food Bank/Home Delivered Meals
- 9c. Case Management (non-Medical)
- 9d. Psychosocial Support
- 9e. Medical Transportation
- 9f. Legal Services
- 9g. Linguistics Services
- 9h. Childcare
10. Housing
 - H 1: Short-term or Emergency Housing to support SA Clients
11. Quality Management
12. Early Intervention Services
13. Home Health
14. Hospice
15. Planning Council Support

FY15 PRIORITY SERVICE CATEGORY CHANGES:

Motion to revise FY15 Service Categories to agree with HRSA requirements by renaming Core Medical Service of “Primary Care” to “Outpatient/Ambulatory Health Services”; “Substance Abuse” to “Substance Abuse Services – outpatient”; “Case Management” to “Medical Case Management”; Establish Core Medical Service of “Medical Nutrition Therapy”; Support Services category of “Case Management-non-Medical”; Emergency Financial Assistance subcategories of EFA 1: Medication and EFA 2: Utility Payments; Housing subcategory of H1: Short-term or Emergency Housing to support “treatment beds” to support clients in a “Substance Abuse Services – outpatient” program.

The Housing Committee

A motion was made by Jeanette Nu'Man and seconded by Terry Stidom to revise FY15 Service Category to agree with HRSA requirements. The motion carried. Yes: 35 No: 0

FY15 ALLOCATION CHANGES:

Motion to disaggregate FY15 Service Categories to agree with HRSA requirements by reallocating \$21,467 from Emergency Financial Assistance to Emergency Financial Assistance; subcategory EFA 2: Utility Payments; \$1,062,654 from “AIDS Pharmaceutical Assistance (local)” to “Emergency Financial Assistance”; subcategory EFA 1: Medications to support the provision of medications to eligible individuals; \$12,540 from “Substance Abuse Services-outpatient” to “Housing” subcategory H1; \$162,100 from “Medical Case Management” to “Case Management (non-Medical)”; \$221,912 from “Outpatient/Ambulatory Health Services” to “Case Management (non-Medical)”; \$133,846 from “Outpatient/Ambulatory Health Services” to “Medical Nutrition Therapy”; and \$10,364 from “Food Bank/Home-Delivered Meals” to “Medical Nutrition Therapy”.

A motion was made by Katherine Lovell and seconded to disaggregate the FY14 Service Categories to agree with HRSA requirements. The motion carried. Yes: 35 No: 0

FY15 RANKINGS:

Motion to establish FY15 Priority Rankings to support Service Category revisions and disaggregation:

1. Outpatient/Ambulatory Health Services
2. Oral Health Services
3. AIDS Pharmaceutical Assistance - ADAP
4. Medical Case Management
5. Mental Health Services
6. Substance Abuse Services – outpatient
7. Health Insurance Premium Support
8. Medical Nutrition Therapy
9. Support Services
- 9a. Emergency Financial Assistance
 - EFA 1: Medications
 - EFA 2: Utility Payments
- 9b. Food Bank/Home Delivered Meals
- 9c. Case Management (non-Medical)
- 9d. Psychosocial Support

- 9e. Medical Transportation
- 9f. Legal Services
- 9g. Linguistics Services
- 9h. Childcare
- 10. Housing
 - H 1: Short-term or Emergency Housing to support SA Clients
- 11. Quality Management
- 12. Early Intervention Services
- 13. Home Health
- 14. Hospice
- 15. Planning Council Support

A motion was made and seconded by Terry Stidom to accept the newly ranked FY15 Service Category. The motion carried Yes: 37 No:0

Council Procedures Committee: Larry Lehman – Chair of the Council Procedures Committee

Approved By-Law Revisions

1. Page 14; Article V. Committees, Section 1: List out "A. Executive Committee"
2. Pages 14 and 15: Format changes
3. Page 15; Change from "The Membership Committee" to "Membership Committee" for consistency
4. Page 15; Article V. Committees, F (i): Under "nomination process" change from "and" to "an" nomination process.
5. Page 16; Article V. Committees SECTION 5. Quorum – for uniformity change Section "B" to read "the presence of three (3) shall constitute a quorum for all other committees"
6. Modify justification in the entire document to eliminate excess spacing.
7. Correct the ambiguity in the Co-Chair vrs. Vice-Chair terminology.
8. Page 14; Article V. Committees, Section 2 will include the following language:
"Each Committee Chair to the greatest extent possible will be filled by a Ryan White Part A Consumer or PLWHA. The Chair of the Planning Council reserves the right to appoint the Committee Vice-Chair in the absence of an appointment by the Committee Chair.
9. Page 14; Vice-Chairs shall attend Executive Committee meeting but will vote only in the absence of the Committee Chair.

Discussion:

A motion was made by Terry Stidom to table the by-laws for further review. The motion failed.

Terry Stidom, requested to have a roll call vote. The vote was as follows:

Voting Members

Ashley Hall -YES
Acuff Burgess -YES
Carolyn Stephens -YES
Cheryl Courtney Evans -YES
Dazon Dixon Diallo-YES
Deb Bauer -YES
Gene Farber -YES
Harvinder Makkar-YES
Jeanette Nu'Man -YES
Jeff Graham -YES
Jerona Blue -YES
Katherine Lovell-YES
Kedric Williams -YES
Ken Lazarus - YES
Kim Moon -YES
Larry Lehman -YES
Lisa Roland -YES

Michael DeMayo – YES
Mikki Hollinger -YES
Moneta Sinclair - YES
Peter Thibodeaux – YES
Phyllis Malone - YES
Reggie Dunbar,II - YES
Richard Willis -YES
Robert Anderson -YES
Sanjay Sharma -YES
Scott Perry, MD -YES
Sean Williams -YES
Stephanie Laster -YES
Steven Bales -YES
Timothy Webb -YES
Timothy Young -YES
Tracie Graham -YES

Terry Stidom – NO
Dwight Anderson -NO
Nicole Roebuck –Abstain
Trevor Pearson- Abstain

A motion was made by Tracie Graham and seconded by Dwight Anderson to accept the By-Laws as presented. Yes: 30 No: 2 Motion carried

Budget Revision(s): Action Items - Ulicia Bolton - Multiple agencies requested to move funds across priority categories. The budget revisions request totaled \$332,905.04. Net changes per priority category are Outpatient/Ambulatory Health Services (**Primary Care**) with a decrease of (\$39,186.00); Oral Health increase of \$54,210.66; Medical Case Management with a decrease of (\$50,002.26) Mental Health decrease of (\$35,040.00); Mental Health Services increase of \$3,484.00; Substance Abuse Services – Outpatient (**Substance Abuse**) decrease of (\$24,184.00); Medical Nutrition Therapy increase of \$15,734.00; Support Services –EFA1Medications (**Stop Gap**) decrease of (\$124,743.78) Support Services – EFA1 Medications (**Stop Gap**) increase of \$129,442.60;Support Services Linguistic Assistance decrease of (\$6,000); Support Services Linguistic Assistance increase of \$1,550.00; Support Services – EFA2 –Utilities (**Emergency Financial Assistance**) decrease (\$1,000.00); Support Services Food decrease(\$961.00); Support Services – Transportation decrease (\$1,677.00). The requests are due to the contract period being 10 months. Many of the agencies provided a mid-year projection and notified the Grantee’s Office of funds that would be expended and requested to move funds around.

A motion was made by Terry Stidom and seconded to accept the budget revision as presented. Yes: 34 No: 0 The motion carried.

A motion was made and seconded to extend the Planning Council meeting until 10:40 a.m. The motion carried.

Committee Updates:

Assessment Committee: Jeanette Nu'Man - The Assessment Committee is working with SEATEC on the Consumer Survey that will be available early 2015. The Assessment Committee meets on the 1st Wednesday of every month at Positive Impact at 1117 West Peachtree Street from 9:30 a.m. -11:30p.m.

Comprehensive Planning Committee: Sandra Vincent - The Comprehensive Planning Committee met at Grady IDP on November 12th. Participating agencies provided an update of what their respective agencies have implemented in relation to the goals of the Comprehensive Plan.

A recommendation was made to have the Comprehensive Planning Committee provide a presentation/update on the status of the current Comprehensive Plan. The target date is the January 2015 meeting.

Council Producers Committee: Larry Lehman – The Council Producers Committee will meet on Wednesday, January 14th to discuss the Planning Council Grievance process. The meeting location will be announced at later date.

Evaluations Committee: Robert Anderson – The Evaluation Committee has not schedule a meeting date as of yet.

Housing Committee: Reggie Dunbar, III- The Housing (HOPWA) Committee will meet Thursday, January 29th at the Grantee's Office located at 137 Peachtree Street, S.W. at 11:45 a.m.

Membership Committee: Terry Stidom - The Membership Committee held new Membership Orientation on Friday, October 10th at the Loudermilk center that was successful. The next Leadership Institute meeting will be held on Monday, February 2nd at the Grantee's office located at 137 Peachtree Street.

Public Policy Committee: Jeff Graham – The Public Policy Committee next meeting will be held on Monday, December 15th at 2:00 p.m. at the Phillips Rush Center located at 424 Decatur Street. There are five (5) new members Ryan White Part A role. Action alerts are coming forth on the 2015 budget and the reauthorization. Health Insurance enrollment deadline is Sunday, February 15th, 2015. The Committee is planning to deliver postcards on expanding

Quality Management: Nicole Roebuck – The Quality Management Committee is working with SEATEC on agency chart reviews. The Quality Management Committee meets on the 1st Thursday of every month. The next Quality Management Committee meeting will be held on Thursday, December 4th at Grady IDP, room 354 at 10:00 a.m.

Public Forum:

Steven Bales announced that AID Gwinnett has a job opportunity. For more information, visit www.rcclinic.org.

Dwight Anderson announced “Together for Life” Support group meets every Monday from 5:30 p.m. – 7:00 p.m. at Fulton County Health Department.

The meeting was adjourned at 10:45 a.m.

Approved

Meeting Date: November 20, 2014

Minutes Approval Date: January 15, 2014

Attested By:



Dazon Dixon-Diallo, Chair MAHHSPC

