



Metropolitan Washington Regional Ryan White Planning Council			Meeting Minutes
<b>Standing Committee</b>	<b>Planning Council</b>		
<b>Meeting Title - Type</b>	Monthly Meeting		
<b>Date / Time</b>	November 21, 2013	5:00pm-8:00pm	
<b>Location/Room</b>	441 4 <sup>th</sup> Street, NW Rm. 1107 Washington DC		

ATTENDEES/ROLL CALL					
Planning Council Members	Present	Absent	Planning Council Members	Present	Absent
Austin, Toby	x		Hixon, O. Xavier	x	
Bailey, Steve	x		Hoover, David	x	
Bailous, Stephen	x		Jackson, Herbert	x	
Bishop, Henry	x		Kelly, Renee	x	
Black, Ralph	<b>Resigned</b>		Marachelian, Alis	x	
Brown, James	x		Moore, Tarsha		x
Callahan, Keith	x		Morrow, Lora	x	
Cameron, Martha		<b>EA</b>	Pilskaya, Anna	<b>Resigned</b>	
Cauthen, Melvin	x		Purdy, David		x
Chinn, Barbara	x		Roberts-Njoku, Cornett	x	
Davis, Reginald	<b>Resigned</b>		Santirosa, Yolanda	<b>Resigned</b>	
Deely, Maureen	x		Scheraga, Ronald	x	
Dunnington, Geno	x		Schlosberg, Claudia		x
Fischer, Mark	<b>Resigned</b>		Scruggs, Linda	<b>Resigned</b>	
Fon, Shella	x		Smith, E. Robert	x	
Franks-Dunbar, Sharon		x	Smith, Tyranny	x	
Frazier, Debra	x		Solan-Pegler, Nicolette	x	
Goforth, Justin	x		Spears-Johnson, Dedra		x
Hawkins, Patricia	x		Swanda, Ron		<b>EA</b>
Administrative Agent Representatives	Present	Absent	Administrative Agent Representatives	Present	Absent
Agar, Tim	x		Ramey, Devi	x	
Puranik, Rashmi		x	Simmons, Michelle		x
Logistical/Technical Support			Logistical/Technical Support		
Harris, Sharron	x				
Hargrove, Javonna	x				



HAHSTA Staff		Present	Absent	PC Staff		Present	Absent
Britanik, Justin			x	Baker, Rochelle		x	
Frison, Lawrence		x		Lamont Clark		x	
Fortune, Ebony			x				
Kharfen, Michael		x					
Guests							
Brandon Nichols		Achim Howard		Tim Battle		Robin Halpizin-Hawkins	
Vaughn Pinkett		Ben Maramara		Paul S.		Andre Farquhaison	
Donna Marshall		Phillip Bailey		James Devilbiss		Leslie Demus	
Wallace Corbett		Karen Blanton		Donna Marshall			
Juan DeCosta		Lonnie Stevenson		Eileen Thompson			
Bobbie Smith		Tessa McKenzie		Michael Bartley			

HIGHLIGHTS
<ul style="list-style-type: none"> <li>○ Chair Report</li> <li>○ Grantee Report</li> <li>○ Motion - Virginia Reprogramming Request for 2013-14 Part A &amp; MAI Funds</li> <li>○ Community Co-Chair Election</li> </ul>

AGENDA	
Item	Discussion
<b>Public Comment</b>	There were no Public Comments provided during the Public Comment period.
<b>Call to Order</b>	The meeting was called to order by Stephen Bailous, Chair at 5:42 pm and he asked everyone to introduce him or herself for the record.
<b>Review and Approval of the Agenda</b>	It was moved by Geno Dunnington and seconded by Robert Smith to approve the agenda. The decision to approve the agenda was unanimous.
<b>Review and Approval of the Minutes</b>	It was moved by Dr. Patricia Hawkins and seconded by Keith Callahan to approve the October 2013 Minutes. The minutes were approved by consensus with 2 abstentions and 0 Opposed.
<b>Chair Report</b>	<p><b>Code of Conduct Reminder</b> Debra Frazier reminded Planning Council members of their responsibilities to conduct themselves with dignity and respect the opinions of others. In addition, there was an additional quick reminder to turn off cell phones.</p> <p><b>October Meeting Feedback</b> Mr. Bailous thanked members and guests for attending the October Planning Council meeting. He emphasized the importance of having a discussion about the Affordable Care Act (ACA) as it impacts the delivery of services. A critical element of success is feedback and recommendations. Therefore, he asked members to provide feedback on the October meeting. Dr. Hawkins stated that the meeting was</p>



	<p>very helpful for planning for next year. Mr. Dunnington stated that the Consumer Access Committee would like to receive more jurisdiction specific information. Ms. Frazier stated she appreciated the discussion provided by Ernest Hopkins as he provided specific information related to Planning Council initiatives, like conducting needs assessments and determining whether clients are lost to care.</p> <p><b>Motion - Virginia Reprogramming Request for 2013-14 Part A &amp; MAI Funds</b>  Mr. Bailous brought the motion to approve the Virginia request to reprogram \$22,652 in Part A funds and \$27,881 in MAI funds to conform allocations to Virginia’s final NOGA for 2013-14 and address service needs among PLWHA forward as moved by the Executive Committee. He noted that the spreadsheet in the binder provided by Northern Virginia provides further details.</p> <p>Ms. Frazier noted that the motion form was missing information, like the following:</p> <ol style="list-style-type: none"> <li>1. Date the motion was passed by the standing committee of origin</li> <li>2. Executive Committee approval date; and</li> <li>3. Who made the motion, etc.</li> </ol> <p>Sharron Harris, BCA Logistical Support Staff, noted that the missing information will be filled in for the record.</p> <p><b>VOTE:</b>  In Favor – 21; Oppose-0; Abstain -1  <b>THE MOTION IS PASSED.</b></p> <p><b>Other Discussions</b>  Mr. Bailous announced that on yesterday, November 20, 2013, a Transgender Day Of Remembrance was held at the Metropolitan Community Church of Washington DC (MCCDC) and wanted the Council to remember to lift up transgenders.</p> <p>Also, the DC Center for the Lesbian, Gay, Bisexual and Transgender (LGBT) Community will open on Saturday, November 23, 2013 from noon-4pm at the city’s Reeves Center municipal building at 14th and U streets, N.W.</p> <p>In reference to HRSA’s reviews, Mr. Bailous echoed Mr. Frison’s report about the Council’s Carryover Request that it is under review by HRSA, and they have completed their review of the Planning Council’s 2012-2014 Comprehensive plan. According to Mr. Bailous, HRSA’s comments and feedback to the will be very helpful to the council’s work going forward.</p>
<p style="text-align: center;"><b>Grantee Report</b></p>	<p><b>Carryover Request</b>  Mr. Frison reported that HRSA has not provided a response to the Council’s Carry Over Request. He reminded the committee that the Carryover Request submitted was for \$1.2M. If funds are received in November, the Council will have three months to spend the funds, which is not a lot of time.</p> <p>Mr. Dunnington asked if there is a list of resources and if there are any new providers. Mr. Frison stated that there is one new provider in DC and that a list of</p>



	<p>providers was handled out at FOAC and Executive Committee meetings and that he will have copies at the next Council meeting.</p> <p><b>Action Item #1:</b> Lawrence Frison will provide copies of the provider list in DC at the next Council meeting.</p> <p>Dr. Hawkins urged Council members to review the one page summary that shows Part A allocations and Part B allocations.</p>
<p><b>Jurisdictional Reports</b></p>	<p><b>District of Columbia &amp; West Virginia</b> Mr. Bailous directed everyone to review District of Columbia and West Virginia's Reports in the binder. Mr. Frison noted that he did not have any additions to the reports.</p> <p><b>Suburban Maryland</b> Mr. Bailous directed the Committee to review Suburban Maryland's Report in the binder. Devi Ramey noted that she did not have any additions to the report.</p> <p><b>Northern VA</b> Mr. Bailous directed the Committee to review Northern Virginia's Report in the binder. Mr. Agar noted that he did not have any additions to the report.</p>
<p><b>Community Co-Chair Election</b></p>	<p>Mr. Bailous stated the list of candidates that had been nominated at prior meetings; they were: Justin Goforth and Lora Morrow. No other nominations were made. It was moved by Mr. Dunnington and seconded by James Brown to close nominations. The decision to close nominations was unanimous.</p> <p>Members that brought forth nominations were allowed to make a 2 minute statement in favor of their candidate. In addition, candidates were allowed to make a 5 minute statements for why they felt they were best suited to serve as Community-co chair.</p> <p>Voting was conducted by secret ballots that listed names of candidates and provided an option for a write-in candidate. There were no write-in candidate(s). Planning Council Staff and BCA Logistical Support Staff collected and counted the votes. The Planning Council staff coordinator, Lamont Clark witnessed the count. Mr. Bailous announced Justin Goforth as the new Community co-chair. (Ballots results from the election are contained in the meeting file in a sealed envelope in the logistical support office).</p>
<p><b>Standing Committee Minutes &amp; Updates</b></p>	<p><b>Bylaws, Policies &amp; Procedures</b> Cornett Roberts-Njoku announced that Ron Scheraga will serve as the new co-chair for Bylaws.</p> <p><b>Membership</b> Barbara Chinn reported that the application submission window has closed. The committee received 49 applications; 24 current Planning Council members and 25 new people.</p> <p><b>Consumer Access</b> Mr. Dunnington reported that the committee met this month and discussed</p>



	<p>training so that the committee can start working on outreach.</p> <p><b>Needs Assessment &amp; Comprehensive Planning (NACP)</b>  Nicolette Solan-Pegler thanked everyone for their kind words, and prayers during the loss of her mother. Also, she thanked the Council for flowers that were sent. She reported that the committee met on Tuesday, November 12, 2013 in which the committee discussed the client survey. A task force led by Donna Marschall was established to finalize the survey questions. If anyone has questions, please participate in the conference call on Monday, Nov. 25<sup>th</sup> at 11:00 am or send an email to Ms. Solan-Pegler. The committee will utilize SurveyMonkey and implementation is expected in January and February. Mr. Goforth advised the committee to review George Washington’s report. Mr. Dunnington raised a concern about how to reach people that do not have access to computers. Ms. Solan-Pegler explained that the committee will have computers available at key provider sites.</p> <p><b>Care Strategies and Coordination of Standards (CSCS)</b>  Dr. Hawkins reported that the committee met on Tuesday, November 12, 2013 and the committee focused on the Medical Homes Roundtable that is scheduled for January 2014. Information gathered from the roundtable will be used to help the committee write standards for medical homes. In addition, the committee spent some time on reviewing the new screening assessment tool. In the future, the committee will look at cost analysis and data standardization as well as case management standards and transition plans, in particular people on Medicaid.</p> <p><b>Fiscal Oversight &amp; Allocations (FOAC)</b>  Lora Morrow reported that the task force met, and clarifications were made to some items in order to move forward. The next meeting is on December 3, 2013 at NVRC at 10:00 am.</p>
<p><b>Other Discussion</b></p>	<p>David Hoover requested that Virginia’s Steps to Medicaid document be included in next month Planning Council binder. Lamont Clark and Ms. Harris asked Mr. Hoover to provide a copy to the Planning Council staff for distribution in the binder.</p> <p><b>Action Item #2:</b> David Hoover will provide an electronic copy of the Virginia’s Steps to Medicaid document to Planning Council staff for distribution in next month Council binder.</p>
<p><b>2013 Planning Council Meeting Calendar</b></p>	<p>Mr. Bailous reminded the committee that calendars are located in the back of the binder. All meeting occur between December 9<sup>th</sup> and December 17<sup>th</sup> and the Planning Council meeting will be on December 19, 2013. Also, he advised the committee to pay attention to the reminder notices as meetings are subject to change.</p> <p>Ms. Frazier asked why the task force meetings were not in the calendars. Mr. Clark stated that the meeting is not an open meeting, therefore; it is not on the calendars.</p>
<p><b>Co-Chair Election Results</b></p>	<p>Justin Goforth was elected Community Co-Chair.</p>



## ANNOUNCEMENTS

- Ms. Harris announced, on behalf of Juan DeCosta that the National Institute of Health (NIH) is conducting a trial study for HIV-infected adults who are co-infected with hepatitis C. If interested in participating in the study, see Mr. DeCosta for the representative's contact information.
- Renee Kelly announced that Housing Counseling Services has a new program for veterans and their families that are homeless. Veterans must live in DC, Montgomery County, Fairfax County or Arlington City. Please see case management for assistance.
- Mr. Goforth announced that, on World AIDS Day, December 1<sup>st</sup> at 5 pm, Whitman-Walker Health will have its annual Candlelight Vigil at the corner of 14<sup>th</sup> and S Street.
- Mr. Hoover made the following announcements:
  - A World AIDS Day interfaith service of remembrance, hope and healing will be held on Sunday, December 1<sup>st</sup> from 3-5 pm at the Church of St. Clement located at 1701 N. Quaker Lane, Alexandria, VA 22302.
  - RISE (Rewriting Inner Scripts) is hosting a free 2-Day retreat on Saturday, December 7, 2013 from 9 am to 5 pm and on Sunday, December 8 2013 from 9 am to 2 pm for gay, bisexual and same gender loving men of color. Upon the completion of the retreat people will receive \$20 Visa gift card.
- Wallace Corbett announced that Our Heroes 2013 Photo Exhibit's opening installation and reception will be held on December 2, 2013 from 5:30 pm to 8:30 pm at the Martin Luther King Jr. Memorial Library. The photo will be on display through January 4, 2014. Several past and present Council members will be recognized for their HIV work; Bobbie Smith, Mark Fischer, Dr. Hawkins, Barbara Chinn and Ron Swanda.
- Dr. Hawkins announced that the Medical Marijuana Program Information and Application Session will be held on Tuesday, November 26, 2013 from 7:00 pm to 9:00 pm at the DC Center, Reeves Center, 2000 14<sup>th</sup> St. NW Washington DC.
- Mr. Bailous announced that the Stigma Conference will be held this Friday at Howard University. The registration fee is \$25.00.

## HANDOUTS

Agenda dated 11/21/2013  
Minutes dated 10/30/2013  
Motion - Virginia Reprogramming Request for 2013-14 Part A & MAI Funds  
Part A and MAI Reprogramming 2013-2014 Spreadsheet  
Grantee/DC Fiscal Report  
FOAC Spreadsheet  
Handout – District of Columbia Part A Pending Allocations  
District of Columbia Utilization Report  
West Virginia Utilization Report  
NOVA FOAC MAI Report through September 30, 2013  
NOVA FOAC Part A Report through September 30, 2013  
NOVA Monthly Client Service Summary through September 30, 2013  
Suburban Maryland Regular and MAI FOAC Report through September 30, 2013  
Suburban Maryland – Regular Actual Expenses Incurred through September 30, 2013  
Notice of Election & Call for Nominations Community Co-Chair  
November 2013 Standing Committee Minutes  
December 2013 – February 2014 Planning Council Calendars



ACTION ITEMS – Open					
#	Item	Assigned To	Date Assigned	Due Date	Status
1.	Provide copies of the provider list in DC at the next Council meeting.	Lawrence Frison	11/21/2013	12/19/2013	Open
2.	Provide an electronic copy of the Virginia’s Steps to Medicaid document to Planning Council staff for distribution in next month Council binder.	David Hoover	11/21/2013	12/19/2013	Open
3.	The Bylaws Committee will review other Planning Council’s nomination process and provide recommendations to the Metropolitan Washington Regional Ryan White Planning Council at the October 30, 2013 meeting.	Cornett Roberts-Njoku	9/26/2013	10/30/2013	Open

MOTIONS				
#	Motion	Motioned By	2 <sup>nd</sup> By	Approved By
1	So moved to approve the Virginia request to reprogram \$22,652 in Part A funds and \$27,881 in MAI funds to conform allocations to Virginia’s final NOGA for 2013-14 and address service needs among PLWHA forward as moved by the Executive Committee.			<b>VOTE:</b> In Favor-21; Oppose-0; Abstain-1 <b>THE MOTION PASSES</b>

<b>MEETING ADJOURNED</b>	6:49 pm
<b>NEXT MEETING</b>	December 19, 2013 at 5:00 pm <b>Location:</b> 441 4 <sup>th</sup> Street, NW Rm. 1107 Washington, DC. 20001