

**METROPOLITAN ATLANTA HIV HEALTH SERVICES PLANNING COUNCIL
EXECUTIVE COMMITTEE MEETING
CONFERENCE CALL
JULY 12, 2012
8:45 a.m.**

Committee Members Participating

Dolph Ward Goldenburg	Jeff Graham
Hermeyone Wilson	Nicole Roebuck
Larry Cook, 1 st Vice Chair	Ruby Lewis-Hardy
Robert MacLean, 2 nd Vice Chair	Larry Lehman
Dazon Dixon Diallo, Chair	Robert Di Vito
Katherine Lovell	Jeanette Nu'Man

The Executive Committee meeting was called to order at 8:50 a.m.

The Committee reviewed the agenda and added the GCPG Update and revised the order of the meeting.

A motion was made, seconded, and passed to adopt the revised agenda.

The Committee reviewed the May 10th Executive Committee minutes. **A motion was made, seconded and passed with the following revisions:**

- At the conclusion of the Committee Updates, 2nd Vice Chair Robert McLean has requested that all Committees provide the Grantee Staff with minutes of their meetings and include the time, date, and location of all meetings, including directions to the meeting locations.
- The Committee reviewed the draft May 17th Planning Council agenda. Hermeyone Wilson requested an additional 10 minutes be allotted for the AAOI update, in order for Jeanette Nu'Man to present the FY2011 AAOI Evaluation Report.

Evaluation Committee: - Action item - Ruby Lewis-Hardy: The Evaluation Committee met on Wednesday, July 11th and reviewed results of the 2011 Providers Survey. There were sixteen agencies surveyed and fifteen responded. Responses from one agency were not received because it is no longer in operation. The responses from agencies were reviewed by the designated members of the Evaluation Committee and kept in strict confidence pursuant to the guidelines of the evaluation process. The results were compiled in the aggregate, reviewed and submitted to the Grantee for comment. The overall outcome of the survey exceeded the evaluation scores from the FY2009 and FY2010 evaluation years. In an effort to provide opportunities for improvement the Committee submitted the recommendations below to the Grantee:

1. Survey Statement: "The Grantee announced the Request for Proposal (RFP) in a timely manner to apply for Ryan White Part A funds."

Recommendation: The Grantee should is to advertise the announcement of the RFP at least 90 days prior to due date.

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2. Survey Statement: "The Grantee provided timely technical assistance to our agency for day-to-day completion of invoices, client-level data collection (CAREWare) quarterly reports, and other reporting requirements as requested."

Recommendation: The Grantee maintained accurate records of our agency's service utilization data and respond to problems to CAREWare issues; however, staff should arrange for additional CAREWare training and technical assistance within the next 90 days.

A motion was made, seconded and passed to accept the FY2011 Providers Survey.

Grantee Update: Kandace Carty –

- Fulton County's Internal Audit Department completed the audit of the FY 2011 Ryan White Program and there were no findings.
- Grantee Staff has completed a preliminary finance closeout for FY 2011. It is estimated there was \$616,368.30 unexpended in the following categories: Formula - \$237,981.95 and Supplemental - \$378,386.35. There were no unexpended MAI or Carryover funds. Staff will make a carryover request for the \$237,981.95 in Formula funds, as allowed.
- Staff held a Providers Meeting on Tuesday, July 10th with the Programmatic, Fiscal, and Data designees from the currently funded agencies. The purpose of the meeting was to review contractual, fiscal, programmatic, and data requirements and to address any questions or issues the agency representatives may have had. Staff clarified procedures for the accurate completion of forms, provided information on the different programs that can be run in CAREWare for agencies to get the information they need and addressed other concerns, as well.
- The Ga. State Andrew Young School of Public Policy has begun work on the ACA study. The group will present preliminary findings to the Priorities Committee on July 17th.
- The Assistant Director position, which has been vacant for over a year, was advertised and interviews were held. After the interviews, Patrick Daly was offered and accepted the position. Patrick has a Master's in Counseling and Human Services from Florida State University. Patrick, has worked with the Ryan White Title II (now Part B) program in Florida, oversight of Ryan White Titles II (Part B) and IV (Part D) at the Georgia Department of Human Resources, the Ryan White Title I (now Part A) program here at Fulton County where he was a Project Officer, and he most recently come to us from Danya International. Patrick will begin on Wednesday, August 8th.

Georgia Community Planning Group Update (GCPG): Larry Cook - The Georgia Community Planning Group held their second meeting of 2012 in Augusta, Georgia on May 21st -22nd . There were forty-six (46) members in attendance and forty-one (41) of those members were voting members. Lerissa Smith, CPG Coordinator for the State HIV unit, opened the meeting. Brandi Williams presented "HIV Planning" and suggested that the Ryan White Planning Council collaborate with the State on a Jurisdictional HIV-Prevention Plan. The GCPG Committees

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provided their updates and tasks for the past year. Veronica Hartwell from Fulton County Department of Health and Wellness discussed working with CBO's to find new cases of HIV/AIDS. If the agency does not meet the percentage rate of at least 2%, Fulton County will step in and help provide funding to the CBO's that short. Brandi Williams announced that Walgreens Drugs has partnered with the state to do HIV testing for the Test Georgia Campaign that was extended until June 30th. The GCPG tabled the discussion on adding new members until the August 20, 2012 meeting in Atlanta.

Committee Updates:

Assessment Committee: Jeanette Nu'Man – The Committee is seeking data information regarding health disparities. The Committee presented AID Atlanta Case Worker model to the Priorities Committee on June 21st and was asked to develop a prototype of what the model would look like at the next Priorities Committee on July 17th.

Comprehensive Planning Committee: Katherine Lovell – The Comprehensive Planning Committee met Wednesday, July 11th at Grady IDP and discussed the possible after effects that the Affordable Care Act could have on the Ryan White Program and the expansion of Medicaid.

Council Procedures Committee: Larry Lehman – A Grievance was filed against the Planning Council which resulted in the Committee, along with the Grantee's Office, in a Mediation Hearing on Thursday, June 7th. At the conclusion of the meeting there were no findings. A report will be at the July 19th Planning Council meeting.

HOPWA Committee: Dolph Goldenburg - The HOPWA Committee met Friday, June 29th at Grace United Methodist Church and provided feedback to City of Atlanta on HOPWA applications. The Committee's next meeting will be on Friday, October 5th at 11:00 a.m. at AID Gwinnett.

Membership Committee: Hermeyone Wilson - The Membership Committee met Friday, June 14th at 137 Peachtree Street from 10:30 a.m. – 12:00 p.m. The Committee discussed the upcoming 2012-2013 Membership drive and updated the Membership application. The application will be reviewed in detail at the July 19th Planning Council due to revisions in the application. The membership drive will begin Thursday, July 19th and end Thursday, August 16th. The next Committee meeting will be held Thursday, September 20th following the 1st Planning Council meeting for 2012- 2013.

Public Policy Committee: Jeff Graham - The Public Policy Committee met in June and discussed the 2013 Ryan White Reauthorization Act and is in the process of drafting a letter to HRSA expressing the Planning Council concerns about the Reauthorization Act. On Tuesday, July 10th the Public Policy Committee hosted a webinar from 2:30 p.m. - 4:30 p.m., regarding "The Supreme Court's Affordable Care Act Decision": What does it mean for individuals with HIV". Mr. Michael Robinson is the new Public Policy co-chair.

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Priorities Committee: Robert Di Vito - The Priorities Committee met and held its 1st meeting for FY 2013 on Thursday, June 21st at Piedmont Hospital. The Committee heard presentations from the State, SEATEC and the Assessment Committee. The Committee will hear presentations from individuals, agencies, taskforce and Planning Council Committees at the Tuesday, July 17th from 8:30 a.m. – 11:00 a.m. This meeting will also include a discussion regarding categorical allocations of carryover funds in the amount of \$237,981.95.

There will be an Executive Special Called meeting held via-Conference Call on Wednesday, July 18th starting at 8:00 a.m. to discuss the FY2012 carryover request. The carryover request must be approved by the Executive Committee and brought to the Planning Council for approval in order for the Grantee to meet the carryover deadline request for July 30th. The Priorities Committee next meeting will be held August 1st from 10:00 AM – 2:00 PM at Piedmont Hospital.

Quality Management Committee: The Committee met in May and held a Quality Management Training 101. The Committee is also working on Statewide Customer Scarification survey and is revising the screening tool. The Committee will meet today, Thursday, July 12th at Grady IDP from 2:00 p.m. – 4:00 p.m.

The Executive Committee reviewed the July 19th Planning Council minutes and made the following revisions:

Public Policy Committee Report	Jeff Graham
Consumer Caucus Update	Del’Rosa Harris
Grantee Update	Kandace Carty
Evaluation Committee - Providers Survey- Action Item	Ruby Lewis- Hardy
Priorities Committee - Action Item	Robert Di Vito
Membership Committee - Review of Application	Terry Stidom

In the absence of Dazon Diallo, Planning Council Chair, Robert MacLean, 2nd Vice Chair and Larry Lehman, Council and Procedures Chair, will chair the July 19th Planning Council meeting.

A motion was made, seconded and approved to accept the modified July 19th planning council agenda.

The meeting was adjourned at 10:05 a.m.