



**Metropolitan Atlanta HIV Health Services
Planning Council
137 Peachtree St
Atlanta, Georgia 30303**

Planning Council Minutes

Date: August 15, 2019
Location: 40 Courtland St. NE
Atlanta, GA 30303

Attendance Sheet Collected.

Call to Order/Opening Remarks: Meeting was called to order at 9:05 am by Trevor Pearson.

New Business:

I. Adoption of Agenda

i) Motioned by Nicole Roebuck, Seconded by Tim Young. Motion passed.

II. Approval of Minutes- July 18, 2019

i) Motion to suspend until next Planning Council meeting. Motioned by Stacy Coachman, seconded by Deb Bauer. Motion passed.

III. Planning Council Update- Sandra Vincent

- i) Sandra invited those to sign up for the two task force: Oral Health and Vulnerable Population.
- ii) Tracie Graham presented the results from "Training in Motion" questionnaire.
- iii) Sandra will send email regarding Membership application.
- iv) Classes being provided for 8 subjects regarding "Training in Motion."
- v) If suggestions are being provided, please email them to Sandra Vincent.

IV. Priorities Recommendation- Tim Young

- i) Tim Young spoke on the success of the Priorities meeting.
- ii) Daniel asked the question: Why do you vote up or down when it leaves the Priorities Committee?
 - a) Voting members on the council are all aligned members.
- iii) Motions on table:
 - a) Motion to establish the following FY20 Service Category. Seconded by Tracie Graham, motion passed with 24 votes
 - b) Motion to establish the following FY20 Service Category Rankings. Seconded by Stacy Coachman, motion passed with 27 votes.
 - c) Motion to adopt FY20 Allocation and Percentage as outlined in "FY2020 Rankings and Allocation" table. Seconded by Reggie Goddard, motion passed with 31 votes.
 - d) Motion to establish the following FY2020 Directives. Seconded by Carolyn Stevens, motion passed with 30 votes.



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- e) Motion to re-allocate remaining FY19 funds in the amount of \$36,065.34 for NON-MAI into Outpatient Ambulatory Health services and \$17, 349.07 into MAI Outpatient Ambulatory Health Services. Seconded by Stacy Coachman, passed with 32 votes.

V. Evaluation for Administrative Mechanism- Action Item- Barry Sermons

- i) Barry introduced his vice-chair Anthony (Tony) Merritt.
- ii) The definition of Evaluation of Administrative Mechanism.
- iii) Barry presented a PowerPoint on the survey results for
- iv) Suggestion made to consider elaborating on whether you are satisfied or dissatisfied with the survey question.
- v) Melissa stated that she feels if no comment was left as to why they were satisfied or dissatisfied, their feedback is irrelevant.
- vi) Larry stated clients are unhappy and he feels that the agencies should work to understand all policies before dealing with the public. More training needs to be involved between managers and employees.
- vii) Jeanette feels it is a shared responsibility between all agencies to assist each other in better serving the community.
- viii) Jeff Cheek stated that all agencies go through an initial training. It is up to the agencies to continue training with its employees.
- ix) Debb suggested that on the next survey we add the question “What would you like to see on the next survey?”
- x) Barry stated that next meeting will be held on August 26th at 12:00. A zoom link will be provided.
- xi) Sandra will email the survey.

VI. Council Procedures- Rules of Decorum- Larry Lehman

- i) Larry Lehman reviewed the Rules of Decorum.
- ii) Motion on the table to adopt the Rules of Decorum. Seconded by Stacy Coachman. Motion passed with 26 votes.

VII. Committee Chair Report and Work Plan Update-

- i) **Assessment- Jeanette Nu’Man**
 - a) During the last meeting, we discussed the study on health Disparities. We also collected the data on new zip codes that were not included on the original study back in 2015.
 - b) The next meeting will be September 4, 2019 at 9:30AM located at Atlanta Legal Aid.
- ii) **Comprehensive Plan- Myles Mason**
 - a) Sandra introduced Myles Mason as the new Vice- Chair.



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- b) Reminded all leaders that they need to submit their work plans.
 - iii) **Council Procedures- Larry Lehman**
 - a) Next meeting will be held on August 30, 2019 starting at 1:30 PM at the Positive Impact Center.
 - iv) **Evaluation- Barry**
 - a) Next meeting will be held August 26 at 12:00 located at Positive Impact Center. Zoom option will also be available.
 - v) **Housing Committee- Spencer Burton-Webb**
 - a) Next meeting is August 16th at 12:00 PM located at 137 Peachtree St. SW.
 - b) Next meeting we will be discussing the peer navigators and how to move forward.
 - vi) **Membership-**
 - a) No update provided.
 - vii) **Public Policy- Jamaan parker**
 - a) Next meeting will be on September 13th.
 - b) Discussions for next meeting: There was a \$17 million increase in HOPWA funds and we are going to discuss ways of making sure some of those funds make it reaches our community.
 - c) Medicaid waiver process and the first draft will need to be completed by early October. Also we will discuss the proposed budget for FY2020.
 - viii) **Priorities- Timothy Young**
 - a) Tim thanked the committee for all of their hard work during the Priorities meeting.
 - b) Announced that he and his members and on standby if any changes need to be made.
 - ix) **Caucus-**
 - a) Let's keep Tim Webb in our prayers as he lost his grandmother.
 - b) Next meeting will be held on August 21st at 12:00PM allocated at The Positive Impact Center.
 - x) **Quality Management- Nicole Roebuck**
 - a) Currently working on the integrated plan.
 - b) During the last meeting, we looked at patient navigation.
 - c) Working on two projects: Linkage to Care and Viral Load Suppression.
 - d) Next meeting will be September 5th at 10:00AM located at 341 Ponce de Leon Ave.
- VIII. Recipient Update- Jeff Cheek**
- a) The Part A grant application is currently being worked on. We are asking for \$29 million which is a 5% increase from last year.
 - b) HRSA has released NOFO and they are requiring we present our plan for the funds.
 - c) Community input is the best way for us to stay informed. –Jeff C.



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- d) Cheek made a suggestion that we use the funds for technology to help with client linkage.
 - e) There should be a system centralized intake system across all agencies.
 - f) The new HRSA Plan application is due by October 15. – Cheek
 - g) The funds for Ending the HIV Epidemic has more flexibility.
 - 1) We do not have to worry about the 75 to 25 percent breakdown (Ryan White states 75% got toward core medical services and 25% for additional items.)
 - 2) Ending HIV Epidemic has the option to disperse funds towards what is needed.
 - 3) Eligibility: living with HIV and there is no income in-come requirement.
 - h) Jeanette questioned if the clients being transferred from pediatric to adult care have been considered.
 - 1) They were not considered but we will make a note to consider them in the future.
 - i) The provider’s meeting has been cancelled until the grant application is complete. – Cheek
 - j) What tracking systems will be used for Ending HIV Epidemic? How will Ryan White get community feedback? – Nicole
 - 1) Right now we are still using CareWare. If you have any suggestions, please email them to Jeff Cheek.
 - k) Will there be an interface that works with the State, Part B and ADAP?
 - 1) We are open to the idea but some funds are run by the state and they would have to be willing to work with us.
 - l) HRSA is only providing us with first year funds of \$9 million. For the additional years, we have to determine our budget.
 - m) Are we limited to services provided by Ryan White?
 - 1) No, there is a category for Ryan White and initiatives.
 - n) Email Sandra Vincent with all questions and concerns.

IX. Public Forum-

- i) Terry Stidom- Intake process at the doctor’s office is unorganized. It took him 5 months before he was able to get his medication. Personal information was also exposed for the public to see.
- ii) Trevor Pearson- Fast-Track will take place in London during the dates of September 8th- 11th. Send an email to Trevor if you are interested.
- iii) Reggie Dunbar, II- USCA will be held September 20th-22nd in Fort Walton.
- iv) Dary- Open enrollment for Health insurance will be October 1st. Training will be provided for those who are unfamiliar with the process.
- v) Janet-AID Atlanta 411 session will be held on August 29th.
- vi) Measure Meals is opening a café in October and are looking for employees.



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Meeting Adjourned at 11:01am. Motioned by Brandon Addison, seconded by Nathan Townsend.
Motion passed.