

MEETING AGENDA

THURSDAY, OCTOBER 12, 2017

2:00-4:00 P.M.

Welcome/Introductions

Call to Order/Moment of Silence

Approval of Agenda

Approval of Minutes

Report of Chair

Report of Staff

Action Items

Discussion Items:

Report of Committees:



Executive Committee



Finance Committee—Alan Edelstein and David Gana, Co-Chairs



Needs Assessment—Gerry Keys, Chair



Positive Committee—Keith Carter, Chair



Nominations Committee—Kevin Burns and Michael Cappuccilli, Co-Chairs



Comprehensive Planning Committee—Adam Thompson, Chair



Prevention Committee—Lorett Matus and Clint Steib, Co-Chairs

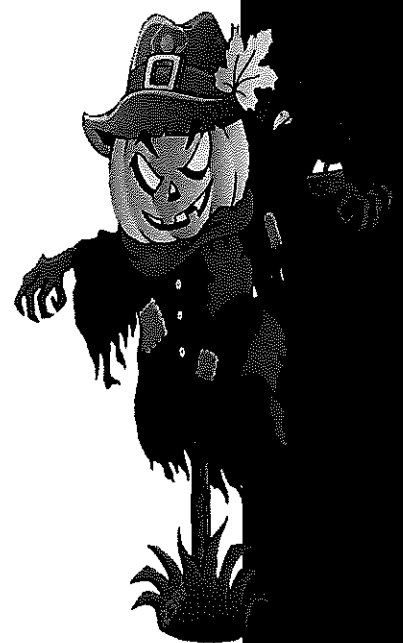
Old Business

New Business

Announcements

Adjournment

Please contact the office at least five days in advance if you require any special assistance. The Next Meeting of the Planning Council is Thursday, November 9, 2017 from 2:00-4:00 pm at the Office of HIV Planning at 340 N. 12th Street, Suite 320, Philadelphia, PA 19107. (215)574-6760 • FAX(215)5746761 • www.hivphilly.org



**Integrated HIV Planning Council
Meeting Minutes**

**Thursday, September 14, 2017
2:00-4:00p.m.**

Office of HIV Planning, 340 N. 12th Street, Suite 320, Philadelphia, PA 19107

Present: Juan Baez, Katelyn Baron, Kevin Burns, Michael Cappucilli, Lupe Diaz, Alan Edelstein, David Gana, Pamela Gorman, Gus Grannan, Sharee Heaven, Peter Houle, Sayuri Lio, Nicole, Miller, Christine Quimby, Joseph Roderick, Samuel Romero, Coleman Terrell, Adam Thompson, Leroy Way, Lorrita Wellington, Melvin White.

Excused: Tre Alexander, Jen Chapman, Gerry Keys, Loretta Matus, Clint Steib

Absent: Henry Bennett, Johnnie Bradley, Bikim Brown, Keith Carter, Karen Coleman, Mark Coleman, Cheryl Dennis, Tiffany Dominique, Tessa Fox, Abraham Mejia, Jeannette Murdock, Ann Ricksecker, Carlos Sanchez, Nurit Shein, James Tarver, Gail Thomas.

Guests: Whitney Kerr (DOH), Caitlin Conyngham (PDPH), Erika Aaron (PDPH), Ameenah McCann-Woods (AACO), Chris Chu (AACO), Terry Smith-Flores.

Staff: Antonio Boone, Stephen Budhu, Debbie Law, Briana Morgan, Mari Ross-Russell

Call to Order: K. Baron called the meeting to order at 2:08p.m.

Welcome/Introductions: K. Baron welcomed the HIV Integrated Planning Council members and guests.

Approval of Agenda: K. Baron presented the agenda for approval. **Motion:** D. Gana moved, L. Way seconded to approve the agenda. **Motion Passed:** All in favor.

Approval of Minutes (August 10, 2017): K. Baron presented the August 10, 2017 minutes for approval. **Motion:** L. Way moved, G. Grannan seconded to approve the August 10, 2017 minutes. **Motion Passed:** All in favor.

Report of Co-Chair: None

Report of Staff:

M Ross-Russell stated there will be a change to the Ryan White Part A grants application. She explained the Planning Council will no longer submit the 10% increase budget for the new fiscal year. She clarified HRSA will not accept a proposed budget greater than 5% increase for the EMA in the Part A grant application.

M. Ross-Russell stated both Co-chairs, of the Prevention committee, C. Steib and L. Matus are unable to attend, so they cannot introduce the PrEP work group as an action item on behalf of the Prevention Committee. M. Ross-Russell stated that the Prevention committee co-chairs requested C. Conyngham present the work group to the Council

Action Items:

- Prep Work Group

E. Aaron explained she helps educate different providers across the Philadelphia EMA about PEP³, nPEP⁴, and PrEP. She continued to say she also ensures providers are up to date with STD testing, and prevention. She explained prevention services should not just be limited to PrEP, but should also encompass other treatments. She stated the HIV vaginal ring⁵ has been effective in early clinical studies. E. Aaron stated she believes information from the right providers can help to expose the gaps in coverage. She informed the committee throughout the year she has spoken to 7 medical clinics and 1600 people about prevention methods and from that she is able to see some of the coverage and access gaps of prevention care. She explained the PrEP work group will be able to help fix some gaps in access to care. E. Aaron stated there needs to be more clinical trials for PrEP, and other HIV prevention methods.

M. Cappucilli asked if this is a working group of a standing committee, and if the group would be open to the public. M. Ross-Russell noted all meetings are open to the public. C. Conyngham stated guests are always welcome.

Motion: The HIPC moved to approve the PrEP work group under the Prevention Committee.
Motion Passed: 18 in favor for, 0 opposed, and 3 abstentions.

Report of Committees

Executive Committee

K. Baron stated the Executive Committee has not met since the completion of their by-laws. No further report.

Finance Committee – A. Edelstein and D. Gana, Co-Chairs.

A. Edelstein stated the Finance Committee had not met in September, but the committee will meet again in October. No further report.

Comprehensive Planning Committee – A. Thompson, Chair

A. Thompson noted the committee did not meet in August and the next meeting is Thursday, September 21, 2017. No further report

Positive Committee – K. Carter, Co-Chair

A. Boone noted the Positive Committee Newsletter was completed, and the committee has started a Vice news series during meetings. A. Boone stated the Vice news videos related to the Opioid epidemic in Philadelphia, and the Hepatitis C epidemic.

Needs Assessment – Gerry Keys Chair

D. Law noted the committee did not meet. No further report

Nominations Committee – M. Cappucilli and K. Burns, Co-Chairs

K. Burns explained the Nomination committee recommended 8 applicants for membership. He stated the committee did not recommend other applicants at this time.

3. PEP is post exposure prophylaxis for more information about PEP visit

<https://www.cdc.gov/hiv/basics/pep.html>

4. nPEP refers to non-occupational post exposure prophylaxis. For more information about nPEP visit <https://aidsetc.org/guide/nonoccupational-postexposure-prophylaxis>

5. In reference to <http://www.aidsmap.com/Vaginal-ring-for-HIV-prevention-effective-and-acceptable/page/3080423/>



Office of HIV Planning

HIV Integrated Planning Council

Ryan White Part A

Recipient 2017-18 Second Quarter Underspending Report

October 12, 2017

At the conclusion of the second quarter of the Ryan White 2017-18 contract year that ended August 31, 2017 the EMA was underspent by 19% or \$1,700,429.00 across all funded service categories.

These figures are determined after reconciliation on all awards of six months of invoices forwarded to AACO for processing in March through August 2017.

Hospital and university sub-recipients experience delays in submitting invoices to the Recipient. Their fiscal processes are inherently cumbersome and prevent timely processing of budgets and getting contracts conformed. Additionally, our two fiduciaries PHMC and UAC always tend to experience delays in billing and processing of invoices.

Therefore, the overall majority of underspending depicted in the attached spreadsheet is somewhat premature, as there are (6) months of invoices still pending.

EMA-Wide FY2017 Spending
Philadelphia EMA Ryan White Part A Planning Council
2nd Qtr Spending as of August 31, 2017
TOTAL

Service Categories	Allocations	2nd Qtr Alloc	Spending	Balance	%(under)/over spending
Outpatient/Ambulatory Health Services	\$ 6,815,036	\$ 3,407,518	\$ 2,171,456	\$ 1,236,062	-36%
Drug Reimbursement Program	\$ 505,196	\$ 252,598	\$ 252,598	\$ -	0%
Medical Case Management	\$ 5,693,670	\$ 2,846,835	\$ 2,567,783	\$ 279,052	-10%
Substance Abuse Services - Outpatient	\$ 359,604	\$ 179,802	\$ 170,557	\$ 9,245	-5%
Mental Health Services	\$ 554,895	\$ 277,448	\$ 226,365	\$ 51,083	-18%
Medical Nutrition Therapy	\$ 60,531	\$ 30,266	\$ 22,508	\$ 7,758	-26%
Oral Health Care	\$ 787,375	\$ 393,688	\$ 340,721	\$ 52,967	-13%
AIDS Drug Assistance Program (ADAP)	\$ -	\$ -	\$ -	\$ -	
Health Insurance Premium & Costs Sharing Assistance	\$ -	\$ -	\$ -	\$ -	
Early Intervention Services	\$ -	\$ -	\$ -	\$ -	
Medical Transportation Services	\$ 429,163	\$ 214,582	\$ 163,767	\$ 50,815	-24%
Food Bank/Home-Delivered Meals	\$ 307,171	\$ 153,586	\$ 198,336	\$ (44,751)	29%
Housing Services	\$ 573,203	\$ 286,602	\$ 237,268	\$ 49,334	-17%
Other Professional Services/Legal Services	\$ 410,779	\$ 205,390	\$ 206,707	\$ (1,318)	1%
Care Outreach Services	\$ -	\$ -	\$ -	\$ -	
Emergency Financial Assistance	\$ 70,458	\$ 35,229	\$ 43,632	\$ (8,403)	24%
Emergency Financial Assistance/AIDS Pharma Asst.	\$ 1,102,398	\$ 551,199	\$ 510,678	\$ 40,521	-7%
Treatment Adherence (Case Management)	\$ -	\$ -	\$ -	\$ -	
Linguistics Services	\$ -	\$ -	\$ -	\$ -	
Psychosocial Support Services	\$ -	\$ -	\$ -	\$ -	
Home Health Care	\$ -	\$ -	\$ -	\$ -	
Respite Care	\$ -	\$ -	\$ -	\$ -	
Child Care Services	\$ -	\$ -	\$ -	\$ -	
Referral for Health Care/Supportive Services	\$ 82,241	\$ 41,121	\$ 63,055	\$ (21,935)	53%
Total	\$ 17,751,720	\$ 8,875,860	\$ 7,175,431	\$ 1,700,429	-19%

SYSTEMWIDE ALLOCATIONS

	Allocations	2nd Qtr Alloc	Spending	Balance	%(under)/over spending
I & R	\$ 520,329	\$ 260,165	\$ -	\$ 260,165	-100%
QM Activities	\$ 524,638	\$ 262,319	\$ 133,416	\$ 128,903	-49%
Systemwide Coordination	\$ 193,538	\$ 96,769	\$ 64,043	\$ 32,726	-34%
Capacity Building	\$ 113,102	\$ 56,551	\$ 27,222	\$ 29,329	-52%
PC Support	\$ 501,776	\$ 250,888	\$ 153,753	\$ 97,135	-39%
Grantee Administration	\$ 1,280,104	\$ 640,052	\$ 535,993	\$ 104,059	-16%
Total	\$ 3,133,487	\$ 1,566,744	\$ 914,427	\$ 652,317	-42%

EMA-Wide FY2017 Spending
Philadelphia EMA Ryan White Part A Planning Council
2nd Qtr Spending as of August 31, 2017
PHILADELPHIA

Service Categories	Allocations	2nd Qtr Alloc	Spending	Balance	%(under)/over spending
Ambulatory Care	\$ 5,015,204	\$ 2,507,602	\$ 1,477,767	\$ 1,029,835	-41%
Drug Reimbursement Program	\$ 505,196	\$ 252,598	\$ 252,598	\$ -	0%
Medical Case Management	\$ 4,153,032	\$ 2,076,516	\$ 1,944,219	\$ 132,297	-6%
Substance Abuse Services - Outpatient	\$ 237,575	\$ 118,788	\$ 123,582	\$ (4,795)	4%
Mental Health Services	\$ 329,740	\$ 164,870	\$ 149,816	\$ 15,054	-9%
Medical Nutrition Therapy	\$ -	\$ -	\$ -	\$ -	
Oral Health Care	\$ 430,898	\$ 215,449	\$ 186,890	\$ 28,559	-13%
AIDS Drug Assistance Program (ADAP)	\$ -	\$ -	\$ -	\$ -	
Health Insurance Premium & Costs Sharing Assistance	\$ -	\$ -	\$ -	\$ -	
Early Intervention Services	\$ -	\$ -	\$ -	\$ -	
Medical Transportation Services	\$ 12,249	\$ 6,125	\$ 18	\$ 6,107	-100%
Food Bank/Home-Delivered Meals	\$ 210,147	\$ 105,074	\$ 132,208	\$ (27,135)	26%
Housing Services	\$ 545,884	\$ 272,942	\$ 221,288	\$ 51,654	-19%
Other Professional Services/Legal Services	\$ 305,574	\$ 152,787	\$ 154,220	\$ (1,433)	1%
Care Outreach Services	\$ -	\$ -	\$ -	\$ -	
Emergency Financial Assistance	\$ 48,662	\$ 24,331	\$ 37,635	\$ (13,304)	55%
Emergency Financial Assistance/AIDS Pharma Asst.	\$ 883,159	\$ 441,580	\$ 409,600	\$ 31,980	-7%
Treatment Adherence (Case Management)	\$ -	\$ -	\$ -	\$ -	
Linguistics Services	\$ -	\$ -	\$ -	\$ -	
Psychosocial Support Services	\$ -	\$ -	\$ -	\$ -	
Home Health Care	\$ -	\$ -	\$ -	\$ -	
Respite Care	\$ -	\$ -	\$ -	\$ -	
Child Care Services	\$ -	\$ -	\$ -	\$ -	
Referral for Health Care/Supportive Services	\$ 82,241	\$ 41,121	\$ 63,055	\$ (21,935)	53%
Total	\$ 12,759,561	\$ 6,379,781	\$ 5,152,896	\$ 1,226,885	-19%

EMA-Wide FY2017 Spending
Philadelphia EMA Ryan White Part A Planning Council
2nd Qtr Spending as of August 31, 2017
PENNSYLVANIA COUNTIES

Service Categories	Allocations	2nd Qtr Alloc	Spending	Balance	%(under)/over spending
Outpatient/Ambulatory Health Services	\$ 669,713	\$ 334,857	\$ 271,622	\$ 63,235	-19%
Drug Reimbursement Program	\$ -	\$ -	\$ -	\$ -	
Medical Case Management	\$ 1,096,386	\$ 548,193	\$ 476,240	\$ 71,953	-13%
Substance Abuse Services - Outpatient	\$ 122,029	\$ 61,015	\$ 46,975	\$ 14,040	-23%
Mental Health Services	\$ 48,340	\$ 24,170	\$ 21,818	\$ 2,352	-10%
Medical Nutrition Therapy	\$ 60,531	\$ 30,266	\$ 22,508	\$ 7,758	-26%
Oral Health Care	\$ 152,478	\$ 76,239	\$ 44,588	\$ 31,651	-42%
AIDS Drug Assistance Program (ADAP)	\$ -	\$ -	\$ -	\$ -	
Health Insurance Premium & Costs Sharing Assistance	\$ -	\$ -	\$ -	\$ -	
Early Intervention Services	\$ -	\$ -	\$ -	\$ -	
Medical Transportation Services	\$ 248,674	\$ 124,337	\$ 87,240	\$ 37,097	-30%
Food Bank/Home-Delivered Meals	\$ 39,698	\$ 19,849	\$ 41,128	\$ (21,279)	107%
Housing Services	\$ 27,319	\$ 13,660	\$ 15,980	\$ (2,321)	17%
Other Professional Services/Legal Services	\$ 17,328	\$ 8,664	\$ 8,547	\$ 117	-1%
Care Outreach Services	\$ -	\$ -	\$ -	\$ -	
Emergency Financial Assistance	\$ 21,796	\$ 10,898	\$ 5,997	\$ 4,901	-45%
Emergency Financial Assistance/AIDS Pharma Asst.	\$ 219,239	\$ 109,620	\$ 101,078	\$ 8,542	-8%
Treatment Adherence (Case Management)	\$ -	\$ -	\$ -	\$ -	
Linguistics Services	\$ -	\$ -	\$ -	\$ -	
Psychosocial Support Services	\$ -	\$ -	\$ -	\$ -	
Home Health Care	\$ -	\$ -	\$ -	\$ -	
Respite Care	\$ -	\$ -	\$ -	\$ -	
Child Care Services	\$ -	\$ -	\$ -	\$ -	
Referral for Health Care/Supportive Services	\$ -	\$ -	\$ -	\$ -	
Total	\$ 2,723,531	\$1,361,766	\$ 1,143,721	\$ 218,045	-16%

EMA-Wide FY2017 Spending
Philadelphia EMA Ryan White Part A Planning Council
2nd Qtr Spending as of August 31, 2017
NEW JERSEY COUNTIES

Service Categories	Allocations	2nd Qtr Alloc	Spending	Balance	%(under)/over spending
Outpatient/Ambulatory Health Services	\$ 1,130,119	\$ 565,060	\$ 422,067	\$ 142,993	-25%
Drug Reimbursement Program	\$ -	\$ -	\$ -	\$ -	
Medical Case Management	\$ 444,252	\$ 222,126	\$ 147,324	\$ 74,802	-34%
Substance Abuse Services - Outpatient	\$ -	\$ -	\$ -	\$ -	
Mental Health Services	\$ 176,815	\$ 88,408	\$ 54,731	\$ 33,677	-38%
Medical Nutrition Therapy	\$ -	\$ -	\$ -	\$ -	
Oral Health Care	\$ 203,999	\$ 102,000	\$ 109,243	\$ (7,244)	7%
AIDS Drug Assistance Program (ADAP)	\$ -	\$ -	\$ -	\$ -	
Health Insurance Premium & Costs Sharing Assistance	\$ -	\$ -	\$ -	\$ -	
Early Intervention Services	\$ -	\$ -	\$ -	\$ -	
Medical Transportation Services	\$ 168,240	\$ 84,120	\$ 76,509	\$ 7,611	-9%
Food Bank/Home-Delivered Meals	\$ 57,326	\$ 28,663	\$ 25,000	\$ 3,663	-13%
Housing Services	\$ -	\$ -	\$ -	\$ -	
Other Professional Services/Legal Services	\$ 87,877	\$ 43,939	\$ 43,940	\$ (2)	0%
Care Outreach Services	\$ -	\$ -	\$ -	\$ -	
Emergency Financial Assistance	\$ -	\$ -	\$ -	\$ -	
Emergency Financial Assistance/AIDS Pharma Asst.	\$ -	\$ -	\$ -	\$ -	
Treatment Adherence (Case Management)	\$ -	\$ -	\$ -	\$ -	
Linguistics Services	\$ -	\$ -	\$ -	\$ -	
Psychosocial Support Services	\$ -	\$ -	\$ -	\$ -	
Home Health Care	\$ -	\$ -	\$ -	\$ -	
Respite Care	\$ -	\$ -	\$ -	\$ -	
Child Care Services	\$ -	\$ -	\$ -	\$ -	
Referral for Health Care/Supportive Services	\$ -	\$ -	\$ -	\$ -	
Total	\$ 2,268,628	\$ 1,134,314	\$ 878,814	\$ 255,500	-23%

EMA-Wide FY2017 Spending
Philadelphia EMA Ryan White Part A Planning Council
2nd Qtr Spending as of August 31, 2017
MAI-PHILADELPHIA

Service Categories	Allocations	2nd Qtr Alloc	Spending	Balance	%(under)/over spending
Outpatient/Ambulatory Health Services	\$ 374,511	\$ 187,256	\$ 187,855	\$ (600)	0%
Drug Reimbursement Program	\$ -	\$ -	\$ -	\$ -	
Medical Case Management	\$ 1,420,202	\$ 710,101	\$ 748,938	\$ (38,837)	5%
Substance Abuse Services - Outpatient	\$ -	\$ -	\$ -	\$ -	
Mental Health Services	\$ -	\$ -	\$ -	\$ -	
Medical Nutrition Therapy	\$ -	\$ -	\$ -	\$ -	
Oral Health Care	\$ -	\$ -	\$ -	\$ -	
AIDS Drug Assistance Program (ADAP)	\$ -	\$ -	\$ -	\$ -	
Health Insurance Premium & Costs Sharing Assistance	\$ -	\$ -	\$ -	\$ -	
Early Intervention Services	\$ -	\$ -	\$ -	\$ -	
Medical Transportation Services	\$ -	\$ -	\$ -	\$ -	
Food Bank/Home-Delivered Meals	\$ -	\$ -	\$ -	\$ -	
Housing Services	\$ -	\$ -	\$ -	\$ -	
Other Professional Services/Legal Services	\$ -	\$ -	\$ -	\$ -	
Care Outreach Services	\$ -	\$ -	\$ -	\$ -	
Emergency Financial Assistance	\$ -	\$ -	\$ -	\$ -	
Emergency Financial Assistance/AIDS Pharma Asst.	\$ -	\$ -	\$ -	\$ -	
Treatment Adherence (Case Management)	\$ -	\$ -	\$ -	\$ -	
Linguistics Services	\$ -	\$ -	\$ -	\$ -	
Psychosocial Support Services	\$ -	\$ -	\$ -	\$ -	
Home Health Care	\$ -	\$ -	\$ -	\$ -	
Respite Care	\$ -	\$ -	\$ -	\$ -	
Child Care Services	\$ -	\$ -	\$ -	\$ -	
Referral for Health Care/Supportive Services	\$ -	\$ -	\$ -	\$ -	
Total	\$ 1,794,713	\$ 897,357	\$ 936,793	\$ (39,437)	4%

SYSTEMWIDE ALLOCATIONS

	Allocations	2nd Qtr Alloc	Spending	Balance	%(under)/over spending
I & R	\$ -	\$ -	\$ -	\$ -	
QM Activities	\$ 21,958	\$ 10,979	\$ 3,178	\$ 7,801	-71%
Systemwide Coordination	\$ -	\$ -	\$ -	\$ -	
Capacity Building	\$ -	\$ -	\$ -	\$ -	
PC Support	\$ -	\$ -	\$ -	\$ -	
Grantee Administration	\$ 177,458	\$ 88,729	\$ 96,159	\$ (7,430)	8%
Total	\$ 199,416	\$ 99,708	\$ 99,337	\$ 371	0%

EMA-Wide FY2017 Spending
Philadelphia EMA Ryan White Part A Planning Council

Carry Forward

Service Categories	Allocations	Spending	Balance	%(under)/over spending
Outpatient/Ambulatory Health Services			\$ -	
Drug Reimbursement Program	\$ -		\$ -	
Medical Case Management			\$ -	
Substance Abuse Services - Outpatient	\$ -		\$ -	
Mental Health Services			\$ -	
Medical Nutrition Therapy	\$ -		\$ -	
Oral Health Care			\$ -	
AIDS Drug Assistance Program (ADAP)	\$ -		\$ -	
Health Insurance Premium & Costs Sharing Assistance	\$ -		\$ -	
Early Intervention Services	\$ -		\$ -	
Medical Transportation Services			\$ -	
Food Bank/Home-Delivered Meals	\$ 178,923	\$ -	\$ 178,923	-100%
Housing Services	\$ -		\$ -	
Other Professional Services/Legal Services			\$ -	
Care Outreach Services	\$ -		\$ -	
Emergency Financial Assistance	\$ -		\$ -	
Emergency Financial Assistance/AIDS Pharma Asst.	\$ -		\$ -	
Treatment Adherence (Case Management)	\$ -		\$ -	
Linguistics Services	\$ -		\$ -	
Psychosocial Support Services	\$ -		\$ -	
Home Health Care	\$ -		\$ -	
Respite Care	\$ -		\$ -	
Child Care Services	\$ -		\$ -	
Referral for Health Care/Supportive Services	\$ -		\$ -	
Total	\$ 178,923	\$ -	\$ 178,923	-100%

EMA-Wide FY2017 Spending
Philadelphia EMA Ryan White Part A Planning Council
2nd Qtr Spending as of August 31, 2017

	Allocations	2nd Qtr Alloc	Spending	Balance	%(under)/over spending
Philadelphia	\$ 12,759,561	\$ 6,379,781	\$ 5,152,896	\$ 1,226,885	-19%
PA Counties	\$ 2,723,531	\$ 1,361,766	\$ 1,143,721	\$ 218,045	-16%
NJ Counties	\$ 2,268,628	\$ 1,134,314	\$ 878,814	\$ 255,500	-23%
Systemwide	\$ 3,332,903	\$ 1,666,452	\$ 914,427	\$ 752,025	-45%
MAI	\$ 1,794,713	\$ 897,357	\$ 936,793	\$ (39,437)	4%
Carryforward	\$ 178,923	\$ -	\$ -	\$ 178,923	-100%
Total	\$ 23,058,259	\$ 11,439,668	\$ 9,026,651	\$ 2,591,940	-23%