



# Oakland Transitional Grant Area (TGA)

COLLABORATIVE COMMUNITY PLANNING COUNCIL

*“Serving Alameda and Contra Costa Counties”*

## CCPC MEETING MINUTES

Wednesday, April 26, 2017

1:00 pm – 4:00 pm

Office of AIDS Administration (OAA)

1000 Broadway St., 5th Floor - Room 5000A

Oakland, CA 94607

Monica Cross, Co-Chair

Eric McCann, Co-Chair

### I. CALL TO ORDER

The meeting was called to order at 1:28 p.m. by Co- Chair Monica Cross, who asked the members and guests to introduce themselves. He then asked for a moment of silence in honor of those affected and impacted by HIV/AIDS. The Mission Statement was read by Freddie Smith. Eric McCann read the Group Norms and Values.

#### MEETING ATTENDANCE

##### Planning Council Members:

Lois Bailey-Lindsey	Freddie Smith
Raymond Brickhouse, Co-Chair	Phoenix Smith (Grantee, Alameda)
Monica Cross	Betty Ubiles
Loren Jones	Trina Walker
Marjorie Katz	Keisha Willard
Eric McCann, Co-Chair	Carla Wright
Jessica Osorio (Contra Costa)	

##### Absent Planning Council Members:

##### Staff:

Nydia Morales	Akilah Cadet
Liam Galbreth	Tatiana Larkin
Loris Mattox	

##### Community Members/Guests:

Rama Franklin	Van Pham
Patty Zevallos	Shelly Stinson
Ivonne Quiroz	Barbara Green-Ajufo
Kristina Wong	Sharisse Kemp
Carmen Foster	Pamela Casey

### II. AGENDA REVIEW AND APPROVAL

Freddie Smith motioned to approve the Agenda for the April 26, 2017 CCPC meeting with the requested changes. The motion was seconded by Carla Wright. The *Action: 1704-CCPC-01* was approved.

### III. REVIEW AND APPROVAL OF THE MEETING MINUTES

Jessica Osorio shared a correction to the notes of her Contra Costa report and wanted to change the language of her last bullet point to say will if you need information for funding allocations for MAI/will provide if needed. Keisha Willard motioned to approve the March 22, 2017 meeting Minutes. Freddie Smith seconded the motion. The *Action: 1704-CCPC-02* was approved.

## **UNFINISHED BUSINESS (Refer to the Appendix for Motions)**

### **IV. GRANTEE REPORT/UPDATE** (please review reports)

#### **OAA/ALAMEDA COUNTY, Phoenix Smith** (see written report)

- Update of HRSA Site Visit: It may be delayed due to possible government shutdown and will know Friday. He may not be able to attend the May 8-12 scheduled visit and may need to postpone. OAA office is prepared and ready to go regardless of date. Her office will let us know.
- Staff member retired. Looking for a temporary program manager job employee.
- Ryan White Services Report was submitted. Based off of data in ARIES. We requested technical assistance due to its complex nature. Will have to ask agencies to upload more of their data to keep up to date, accurately and timely.
- Second full month of the fiscal year of Ryan White funding and services are being provided, but data has yet to be entered.
- May 1<sup>st</sup> follow up Fast Track City 90/90/90 Meeting 230-430pm by Marsha Martin.
- Gilead and the NAACP is organizing an HIV community discussion on June 23<sup>rd</sup>. When we have more information we will let you know. OAA will present along with NAACHP, Marsha Martin, the Mayor's office and more. Will be asking for CCPC support and attendance to speak on what is happening on the ground for HIV/AIDS. Great opportunity to request for members for CCPC. Will be held at City Hall.
- Prevention Update--Shelly Stinson provided the update and shared: Policies and Procedures are in aimed to be complete in May; In process of developing a matrix for the committee seats that are available; Waiting on CDC guidance regarding the RFP from the HIV Care Unit, currently on hold; She shared PowerPoint handout regarding PrEP navigation about social marketing material placement. KBLX and Q102 Radio Stations demographic was used to reach the priority population that ran Sep-Dec 2016 results were shared. Listeners were routed through the website to answer ten questions about PrEP and HIV. It was noted that a time can be schedule to provide a full presentation of data as it was not on the agenda. Shelly will send slides if needed and more Prep data to come.

#### **CONTRA COSTA, Jessica Osorio** (see written report)

- Consortium meet on Monday April 10 in Pittsburg with new members. Consortium dates have been shared with development support staff for posting on the CCPC website.
- PrEP Navigation Program and Early Intervention Services Update: Contacted 894 individuals between Dec and end of Feb and 38% PrEP Navigation support that linked them to PrEP; based on priority populations women of color, two or more previous STDs, MSM, and negative partners of clients in ARIES (provided by their partners), second round of line list calls happening now.
- Job posting out for Senior Health Education Specialist.

#### **CDPH, Marjorie Katz and Sharisse Kemp** (see written report)

- New Session of our California Planning Group, CPG, had their first meeting in April and reviewed the statewide integrated plan laying the foundation for getting to zero. Recommended that CCPC reviews the statewide plan.

- An affinity group has been happening with participation of Branch Chief in a nationwide project that looks at HIV for Medi-cal beneficiaries. It has been a challenge since access to information is limited. It is an important project that will improve services between the two departments.
- Ryan White Part B: In the process of applying to HRSA for supplemental services and will be our second year. Last year we received \$6 million and ADAP received \$10 million, with additional money for program support. This year HRSA has made more funds available. We are in the final stages of reviewing that application. Monitoring for Part B (Apr 1, 2015 to March 31, 2016) contracts has been completed. We did have findings, but must less than previous years.
- Medi-cal Waiver Program: In the process of applying through a new waiver through CMS and was approved on March 27. There were some excellent changes made and we will be taking a patient centered approached.
- HIV Prevention Branch: Developed a new RFP that offers grants for distribution for medication with information available on our website.
- Surveillance, Research, and Evaluation Branch group that worked on electronic laboratory records team received the Public Health Acknowledgement Award
- CPG started a new session with new membership with 27 members and subject matter experts.
- ADAP Branch: Hired a permanent Branch Chief and will start April 18. More information in the report; Breach of ADAP client information for 93 clients accessed by an unknown individual and accessed between July and Nov 2016. Information of unauthorized access was provided to CDPH on Feb 7, 2017. On April 6, a letter was mailed to clients with coverage from free credit monitoring service for one year. The computer and date was determined, but were unable to find the person. We are doing what we can to assure we protect client information; The ADAP Enrollment System Training is still happening and by May 5 all enrollment workers must complete the online training in order to get access to the portal. Clients received a letter notifying of transition and will receive a card to access medication and will include new eligibility information. For those with access issues, Magellan will provide 30 day prescription coverage for eligible clients who experience access issues at the pharmacy. All forms have redacted former contractor name and the webpage has been updated. The ADAP application has been modified and shortened to outline the new process. The new forms can be found in the website.

***30 day supply is fantastic, but how is it implemented?***

*The client is instructed to contact Magellan and they have access to the system and eligibility system to contact the pharmacy directly.*

***Is the client aware that they need to contact Magellan for access to the 30 day supply?***

*Yes, the clients are aware of this. They have a card and Magellan is available 24/7. Sometimes the pharmacy will contact Magellan directly.*

***Any timeline for the supplemental funding and when you'll hear approval?***

*Last year it was due around the same time, May 15. As I recall the letters/emails went out during the Ryan White Conference around Aug. What we will do is prepare ahead of time as we did last year and put together a webinar for our contractors for what we applied to/our expectations, and put out information for you all to fill out about what to do if you applied for additional funding. All this will be in motion so we do not have significant delays.*

- Contact listed on the report is Michael Foster, but you are welcome to contact me (Katz) directly.

**V. REPORTS: STANDING COMMITTEE CO-CHAIRS AND MANDATED CATEGORY REPRESENTATIVES (Action Items Only)**

**MEMBERSHIP:** Betty Ubiles shared that the committee plans to interview 5 applicants next week. We need more community folks, living with the virus. We are going to lose an important person on the board, Loren Jones, and she does important work in the community. We can change the bylaws and we need new energy. We should make some special consideration for some members and look at ad-hoc committees. Please join a committee. Phoenix provided and updated for a pending application and now has turned the applicant over to Co-Chair Monica.

***What is the intent of a PLWHA Committee if you combine bodies of the PLWHA then you don't have a solid voice of PLWHAs? I will be helping to mentor new members to review the Policies and procedures, but in order to do that I need to know who are the new members are going to be.***

*Due to the site visit, that was priority it was not the focus. It will take some time for the details to work out.*

***I see certain agencies in the room, but I do not see any other agencies. It has become a bit concerning. Agencies receive money and they do good work, but when it comes down to speaking to the planning council will do not hear a voice besides a manager. I am wondering what can we do to have an agency to bring a client to the meeting? I do not think we can do our job if the public is not represented.***

*We wrote in the RFP that we want to have 1-2 meetings offsite. But I think we just need to invite them with a phone call, email, in person. We just need to invite them.*

**QUALITY DATA:** Loren Jones shared, that we are preparing for the fund allocation process. Did discuss what we are looking to do with the integrated plan. A lot of the data that we plan on keeping track of we would be keeping anyway as it is part of the fund allocation process. The critical issue for us is membership. We do not have a chair and due to the bylaws, you need to come to at least three meetings so it will be at least 3 months before there is a chair. We need to have people step up and come to meetings.

***Even though you do not sit at this table, community members can join committees.***

**PLWHA** – Raymond Brickhouse shared that there are no action items because no one was there. If we had more people living with HIV at the table we would have more participate. We have to enforce the bylaws and rules of the committee, members need to be here. The next meeting may be postponed as I will be going to Sacramento to advocate for SB 239, decriminalization of HIV. Speaker Series: June and July are set.

## **NEW BUSINESS**

### **VI. CONTRA COSTA CLIENT SATISFACTION SURVEY** (review written presentation)

Jessica Osorio provided the first fund allocation presentation complete with PowerPoint.

***When you mentioned some of the women wanted to go to an agency and you did not have vouchers to support those passes outside of the network. Have the women contact that agency directly as they came to the council a few years ago to advocate for all women to attend. You don't have a pharmacy that can mail prescriptions?***

*So, some, yes do, but sometimes its late but for Walgreens you have to send your payment for the next one before they send it. That scares some people, even if they are on top of it and most of the complaints were about Walgreens.*

***Do you have any community health centers in Contra Costa County that provide dental services?***

*The dentist is the client's choice as we do not have a formal contract so they can go to anyone who will accept their service. And Ryan White clients will receive an additional \$1000 for what Denti-cal will not cover.*

***Is there a share function for the paperwork?***

*The way it works in Contra Costa County is that they complete the paperwork with us for AIRES and ADAP. We do share the information with agencies.*

***Medi-Cal agencies offer transportation to clients within 5 days for a client or a taxi is provided if shorter. Do you use that service?***

*They don't like that service as much as the private service. The Medi-cal is a little more limited. We also have a private provider.*

**VII. SERVICE UTILIZATION AND QUALITY MANAGEMENT REPORT**

Phoenix Smith provided a PowerPoint presentation for the Service Utilization Data Report for Part A and Part B and numbers were compared to last year.

***I am concerned about the support groups not being fully utilized. Maybe we need some technical support on how to be creative to see how we can get them to participate.***

*Yes. Like the peer model.*

*At our agency, we realized that our clients are tired of HIV 101 so we are creating a peer facilitator program where clients can facilitate their groups, bring their friends, providing a rotating vibe.*

***Please do not give up on RD services. I think it is a matter of RD providing presentations on those services to physician.***

**VIII. REALLOCATION REQUEST VOTE**

We are requesting to reallocate funds from psychosocial support to medical transportation vouchers. Currently we only have \$1,471 left out of \$5,496 as last year CCPC voted to reduce the funds in medical transportation to increase psychosocial. We conducted an assessment over the past ten months to see if we could meet the needs, therefore we are asking to reallocate \$19,000 from psychosocial support to medical transportation vouchers which covers the bus and BART tickets.

***I was looking at the amount and it looks excessive, but some of our clients have other issues and some are on dialysis and they need to go to their provider multiple times a week, can this transportation be used?***

*The planning council voted to reduce it and I had my staff look at how we spent money over that past ten months. We have a much better system, better tracking, more efficient and we have reviewed expense quarterly. In April, we have already distributed half of the 5K budget, so this amount should cover the next ten months.*

Monica Cross moved to call a roll call vote. The motion was approved via roll call vote. The Action: **1704-CCPC-03** was approved.

**IX. MEMBERSHIP REMINDER**

Akilah Cadet provided a reminder of membership.

**X. FUND ALLOCATION & MAI PRIORITY SETTINGS**

Phoenix Smith shared that we have talked about timing and the RFP for MAI to get out by the fall. We also want more providers to do presentations and her office is working on it.

**XI. HRSA SITE VISIT (EXECUTIVE VISIT)**

Letter was reviewed for content in response to the HRSA 2012 site visit and plan of correction. It was decided that final edits will be made offline.

**XII. ANNOUNCEMENTS**

- Reminder that fund allocation calendar under development.
- Review the presentation overview of fund allocation calendar, provide feedback via email. 15 min blocks should lead to effective presentation and half day meetings.
- Loren Jones was celebrated for her last meeting. CCPC provided her a gift and card to celebrate her hard work with CCPC.

### **XIII. COMMUNITY/PUBLIC COMMENTS**

None.

### **XII. ADJOURNMENT**

Raymond Brickhouse motioned to adjourn the meeting at 4:04pm. The motion was seconded by Betty Ubiles. The *Action: 1704-CCPC-04* was approved.

### **MOTION APPENDIX**

- **1704-CCPC-01: Motion Adopted**  
Freddie Smith motioned to approve the Agenda for the April 26, 2017 CCPC meeting Carla Wright seconded the motion.
- **1704-CCPC-02: Motion Adopted**  
Keisha Willard motioned to approve the Minutes for the March 22, 2017 CCPC meeting. Freddie Smith seconded the motion.
- **1704-CCPC-03: Motion Adopted**  
Monica Cross called for a vote to reallocate funds from psychosocial services to transportation vouchers. Raymond Brickhouse seconded the motion. The motion was approved via roll call vote.
- **1704-CCPC-04: Motion Adopted**  
Raymond Brickhouse motioned to adjourn the meeting. Betty Ubiles seconded the motion.