

GREATER HAMPTON ROADS HIV HEALTH SERVICES
EXECUTIVE COMMITTEE MINUTES
Thursday, March 29, 2018: 4:00 p.m.
Norfolk Department of Human Services
741 Monticello Avenue, Norfolk

Call to Order:

The meeting was called to order at 4:02 p.m.

Moment of Silent Reflection:

The committee observed a moment of silence and reflection.

Roll Call/Introductions:

A roll of the membership was conducted. The following members were in attendance:

Gregg Fordham	Todd England
Pierre Diaz	Gwendolyn Ellis-Wilson
Beverly Franklin	Rev. Theodore Lewis
Doris McNeill	Rachael Artise

Absent Members:

Michael Singleton	Lisa P. Laurier
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Staff:

Christine Carroll-Grantee Staff	Robert Hargett-Grantee Staff
Teresa Malilwe-P.C. Support Staff	Michael Koran-P.C. Support

Review and Approval of Minutes:

Minutes from the last meeting were approved as written.

Old Business

Executive Committee Business:

Committee Reports:

Community Access:

The committee met as scheduled and continued to discuss the upcoming consumer event; Kickback Gathering. The chair stated that the event will be postponed to June due to funding concerns. The committee is also working collaboratively with the Portsmouth Health Department, and will hold the event in Portsmouth.

The committee is still working on the intended Health Fair scheduled for November 2018. The Health Fair, which will be a two-day event, is in response to the Virginia Department of Health to get as many people as possible enrolled in the ACA.

Membership and Nominations:

The Committee met on March 16th. The committee reviewed the recruiting tool pamphlet and how to distribute it among consumers. The committee discussed revising the agenda format.

Thus, to eliminate some of the information which was offensive to some committee members. The committee will not formally meet every month. The committee will dedicate some months to:

- Interviews for new applicants for Planning Council membership
- Interviews for reappointments
- Training for new Council members.

Quality Improvement and Strategic Planning:

Ms. Susan Thorner, from Training Resources Network, Inc. attended the Quality Improvement & Strategic Planning Committee meeting to provide a summary of findings for Mental Health and Substance Use. During the PowerPoint Presentation, Ms. Thorner discussed the Review Process Overview for:

- Mental Health (2 agencies)
- Substance Use (1 agency)

The Co-Chair discussed the summary of findings for the two service categories, but also appealed to the Priorities, Allocations and Policies Committee to take a good look at data when it is presented as it relates to the Priority Setting and Resource Allocations Process; how it relates to prioritizing. The Chair noted that Dr. Derber and Ms. Paschal, a Pharmacist from The Hague Pharmacy attended the committee meeting to provide input in the Norfolk TGA Formulary. Dr. Derber and Ms. Paschal will review the Formulary on their own and share with other Providers at the Clinic for input. The Formulary will also be shared with the Medical Providers at other agencies for their input with a deadline date for responses.

Priorities, Allocations & Policies:

The committee met as scheduled. The committee reviewed the Expenditure Summary Report for the period ending January 31, 2018 dated March 9, 2018. Expenditures will reflect more accurately after the deadline of April 16th. The deadline date is when providers were asked to submit their final expenditures. The committee also discussed the data-sets for the upcoming Priority Setting and Resource Allocations Process. The committee identified datasets that will be requested from the Grantee's Office, and those that will be requested from VDH. The Mandatory Training for the PSRA Session will be conducted on June 21st, on the same day as the PSRA Process, at the Kroc Center. The Session will run from 9:00 a.m. to 5:00 p.m.

Monthly Monitoring Teleconference with HRSA Project Officer: Thomas participated on the teleconference with the HRSA Project Officer. He gave reports of the Planning Council/Sub-Committees monthly activities. The Project Officer discussed the All Grantees Conference, which is scheduled for December 11 to 14, 2018 in Washington, D.C. The Grantee stated that HRSA opened the Conference to Ryan White Providers. A notice, to that effect, was sent out to all Ryan White Providers in the area. Providers are expected to pay their own Conference Fees. The response was very positive and all the slots have been filled, except for the one which was left; to be filled by a consumer on the Planning Council.

There was extensive discussion regarding the All Grantees Conference in Washington, D.C. Some committee members expressed concern that all the slots, but one, for attending the All Grantee's Conference, were given to RW Providers, some of whom are not Planning Council members. The Grantee stated that it was HRSA's decision to include Providers at this year's Conference.

Any Other Business/Announcements:

There was no other business to discuss.

Next Meeting:

The next meeting will be Thursday, April 26th, at 4:00 p.m.

Adjournment: With no further business a motion was accepted to adjourn the meeting.

Respectfully submitted

Gwendolyn Ellis-Wilson – Planning Council Co-Chair