

Planning Council



Larry Stähli, Vice Chair

Thursday, March 13, 2008
5:00 pm to 6:30 pm
Area Agency on Aging
1366 East Thomas Road, Phoenix
Large Conference Room

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Meeting Minutes

In Attendance

Committee Members *AT: Attended* *AB: Absent* *EX: Excused* *ALT: Alternate Present*

AT	Barr Jenkins	AT	Bradley Allen	AT	Carol Williams	AT	Charlton Wilson
AT	Cheri Tomlinson <i>Alt: Eric Moore</i>	EX	Cheryl Weiner	AT	Claire Sinay <i>alt: Maureen Sharp</i>	AT	Colin Sheffield
EX	Corey Boyette	AT	Dan Lindell	AT	Debby Elliott <i>alt: Phillip Seeger</i>	AT	Deborah Frusciano <i>alt: Kimberley Bickes</i>
AT	Eric Ciolina	EX	Fernando Kitcheyan	AT	Jacque Miller	AT	Jay Moman
AT	John Hasna	AT	Keith Thompson <i>alt: Randy Gearhart</i>	AT	Kelli Houston	AT	Larry Stähli
AT	Maclovía Morales <i>alt: Ana Torres</i>	EX	Mark Kezios	ALT	Mary Rose Wilcox <i>alt: Terri Leija</i>	AT	MiAsia Pasha
AT	Michelle Barker	AT	Miguel Garruna	AT	Randall Furrow	AT	Regina Lechuga
AT	Ron Hill	AT	Steve O'Dell				

Guests

Jeff Daniel	Randy Gearhart	Tim Haney	Jared Vega
Kimberley Bickes	Maureen Sharp	Eric Moore	

Administrative Agent Staff

Kevin McNeal	Dyle Sanderson	Julie Young	Vickie Jaquez
Lezli Stone	Jennifer Hawkins		

Support Staff: John Sapero, Melissa Johnson

Welcome, introductions and declarations of any conflicts-of-interest

Planning Council Vice Chair Larry Stähli called the meeting to order and welcomed the attendees. Larry discussed that he would preside over the meeting, as Mark Kezios was not able to attend.

Everyone introduced him/her self and declared any conflicts of interest.

MEETING MINUTES *continued*

Determination of quorum

Vice Chair Larry Stähli determined that quorum was established, with 16 of 30 members present at 5:06 pm.

Review of the minutes and action items from prior meetings

Participants silently reviewed the minutes of the February 14, 2008 meeting. MiAsia Pasha noted that the date of the minutes was incorrect.

MOTION: Claire Sinay moved to approve the document with the noted correction. MiAsia Pasha seconded the motion.

DISCUSSION: None.

OUTCOME: The motion passed.

Administrative Agent update

Kevin McNeal distributed the current utilization report and provided the following update:

- -4.43% variance
- In January, 100% of providers submitted billings on time
- 98% of the formula award has been spent
- 76% of expenditures have been spent on core services
- There will be a funding request later in the agenda
- Lezli Stone has resigned from the Ryan White Part A program
- For GY 2008, the EMA received an award \$7,312,952. This is the largest award for the Phoenix EMA

Chair update

Larry Stähli expressed his thanks to the AAs office, Jeff Daniel, and Planning Council Support for all of the hard work that was put into the grant application; to Harold Philips and Emily Gantz-McKay for their training expertise; to Mark Kezios for his leadership, and to the Planning Council for their excellent work. He encouraged everyone to let people living with HIV know services are available and encourage them to access care.

Planning Council membership: Approval of new appointees and representation/status changes

Randall Furrow discussed that the Membership Committee recommended the following:

- Approve that David Aguirre be recommended to the BOS for appointment to the Planning Council as an Institutional Member, representing Concilio Latino de Salud.
 - *Prevention/Youth Coordinator*
 - *African-American and Latino syphilis outreach specialist*

MEETING MINUTES *continued*

- o *Conflict management/resolution trainer*

MOTION: Corey Boyette motioned to approve David Aguirre to be forwarded to the Board of Supervisors for appointment to the Planning Council. Charlton Wilson seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Reallocations for GY 2007 and GY 2008

Larry Stähli discussed that the Allocations Committee had reviewed the recommendations, but did not have quorum to approve that they be forwarded to the full Planning Council for final approval. The recommendations were reviewed again at the Executive Committee prior to the full Planning Council meeting.

Kevin McNeal discussed that the AA is recommending the following changes:

- Decrease Medical Case Management by \$230,000
- Increase Supportive Case Management by \$50,000
- Increase Oral Health Services by \$200,000
- Decrease Substance Abuse Services by \$50,000
- Increase Outreach by \$30,000
- Decrease Emergency Client Assistance by \$30,000
- Decrease Home Care by \$20,000

These recommendations are based on utilization from the previous year.

John Hasna asked how the \$70,000 reduction for Medical Case Management was arrived at. Kevin McNeal replied that this was based on feedback from providers concerning how much funding they anticipated to expend by the end of the year.

MOTION: Stephen O'Dell moved to accept the reallocations as presented. John Hasna seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Presentation: Quality Management

Lezli Stone, Carlyle Fleming and Carmen Hair of the Administrative Agent's Quality Management program provided a presentation of the activities of the Quality Management program.

Questions

Stephen O'Dell asked what a case finding was. Carmen Hair replied that these are individuals who have been out-of-care, as defined by HRSA, and brought back into service by outreach providers.

MEETING MINUTES *continued*

Stephen O'Dell why there was an increase in PPD testing. Lezli Stone discussed that there was a better client return rate for the results from this test.

Ron Hill commented that he accesses the dietician services, and he has noticed the quality of the congregate meals and food boxes that are provided has increased.

Presentation: MSM Needs Assessment

Jeff Daniel of Collaborative Research provided a presentation of the findings of the MSM Needs Assessment.

Questions

John Hasna asked how erratically out-of-care individuals are classified. Jeff responded that these individuals are just considered out-of-care individuals.

John Hasna asked why there is an increase of infection in young MSMs. Jeff replied that there are a variety of factors; drug companies marketing once-a-day therapies and promoting wellness of HIV individuals, increased heavy drug use, mental health issues where people choose to become infected to alleviate their stress issues, etc.

Cheri Tomlinson asked Jeff to discuss how clients were asked to define their insurance source. Jeff discussed the choices listed on the survey and why they were listed.

Stephen O'Dell asked what was meant by the statement that HRSA doesn't count people diagnosed outside the EMA. Jeff related that HRSA does not allow EMAs to count people diagnosed outside of their jurisdiction in their HIV/AIDS population reporting. This creates challenges, as there are more people in the EMA than can actually be reported.

Stephen O'Dell asked why people are not able to be housed. Jeff and Debby Elliott related that if a person is actively using substances, have outstanding debts, been incarcerated, or had transitional housing challenges, they cannot be housed by public programs.

Cheri Tomlinson asked why treatment adherence was a recommendation if these individuals are out of care. Jeff replied that the EMA will have to understand why individuals are out-of-care, and once they back in care, give them adherence.

Phil asked if respondents are out-of-care because they make too much to qualify for Ryan White Assistance, but not enough to pay for a private doctor. Jeff replied that this info is in the full report, but he did not feel this was a significant reason for the out-of-care population.

Stephen O'Dell asked if the federal government will increase funding for drug treatment programs to address HIV positive crystal meth users. Jeff replied that he felt that drug usage is so varied among EMAs that this will not happen in the near future. Ryan white only funds outpatient substance abuse services - this would not work for crystal meth addiction.

MEETING MINUTES *continued*

Committee reports

Allocations: Stephen O'Dell discussed that the committee is preparing guiding principles for PSRA and reviewing the committee's policies and procedures.

Community Planning & Assessment: Larry Stähli discussed that the committee will meet in March to review the MSM needs assessment and the committee's policies and procedures.

Education & Empowerment: MiAsia Pasha discussed that the committee did not meet last month, as she had attended the African American HIV Mobilization College. The committee will meet this month to continue work on consumer education events.

MOTION: Keith motioned to extend the meeting by 10 minutes. MiAsia Pasha seconded.

DISCUSSION: None.

OUCOME: the motion passed.

Rules: Keith Thompson discussed that the committee has been working on revisions to the Bylaws, including qualifications for the Council Chair and Vice Chair offices. The Committee is also reviewing the participation and responsibilities of the BOS Designee. The ability of this individual to participate can sometimes hamper Planning Council activities, and the Committee is considering revising the expectations of this individual. The committee is also reviewing the process that assigns Council members to committees. This process is not as effective as hoped, and the Rules Committee is recommending that this process be eliminated. The Rules Committee is asking for feedback regarding these issues, which can be sent to the Rules Committee Chair or Planning Council Support.

Standards: Claire Sinay discussed that the committee is still working on standards of care for Pediatric and Adult Nutritional Therapy, and also Food Boxes/Home Delivered Meals. Claire encouraged everyone to participate in the Standards Committee's activities.

Health Care Strategies: Carol Williams related that the committee met last month and hope to provide an all-groups (continuum of care) meeting to address such issues as standardizing enrollment among funding sources.

Membership: No update provided.

Current events summaries

Cheri Thomlinson discussed that March 10th was National Women and Girls HIV Awareness day. The event was successful and Cheri thanked everyone who collaborated on the event.

Cheri also discussed the Part D grant application is up for bid. There has been a 29% increase in the Part D program, and a 14% increase in clients at McDowell Clinic.

Cheri also discussed that MIHS wants to publicly thank Lezli Stone for being a great collaborator with Ryan white Part C and D.

Debby Elliott discussed that the Savor life event will be held on March 15th. She provided details about the event.

MEETING MINUTES *continued*

Stephen O'Dell related that Dining Out for Life will take place on April 24th. Stephen provided details of the event.

Deborah Frusciano asked participants to refrain from wearing fragrances.

Call to the public

No calls were voiced.

Adjourn

The meeting adjourned at approximately 6:10 pm.