

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Roberta Stewart & Brian Kuerze, Co-Chairs

Planning Council Special PSRA Meeting Minutes

Meeting Date: Tuesday, August 26, 2014
Start Time: 9:00 pm
End Time: 2:30pm
Location: The Burrough's Community Center
Presiding Chair: Brian Kuerze/Joanne Montgomery
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from August 15, 2014 meeting minutes

(1.0) Moment of Silence

Brian Kuerze called the meeting to order at 9:11 a.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(1.0) Welcome and Introduction

Brian welcomed everyone and requested that all Planning Council and guests introduced themselves, their conflicted status and conflicts if applicable, town within the EMA and their Planning Council leadership role, if applicable.

(2.0) Co-Chair Announcements

Roberta reminded all attendees of the goal of today's meeting and the expectations for healthy discussions.

(3.0) Approval of August 15, 2014 Meeting Minutes

A motion to approve the minutes was made by Joanne Montgomery and seconded by Christine Romanik

For: (8) Delgado, Tierney, Mitchell, Sideleau, Montgomery, Jenkins, Romanik, Kidder,

Against: (0)

Abstain: (4) Stewart, Kuerze, Torres, Browne

(4.0) FY 2015 Priority Setting and Resource allocation Discussion/Decision

- Joanne began with a summary of this process
- Jeff presented a detailed training to all attendees that included
 - A. Roles of the CEO, Grantee and Planning Council
 - B. Priority Setting & Resource Allocation Guidance
 - C. Principles of This Process
 - D. Impact of the Affordable Care Act on the NH/FF Counties EMA
- Thomas Schucker presented on Priority Setting including what we use to determine priorities across the approved service categories including:
 - A. How each data source affected the priority in each service category
 - B. How the weighting (1, 3 and 5) is determined

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C. What questions were asked specifically in each data source

Jeff then asked all attendees to place the (5) stickers they were given in the service categories they feel are most important. Thomas then included these results under the data source, '2014 Red Ribbon Exercise' to help with priorities. Attendees were then asked to apply the weighting (1, 3 or 5) to each data source based on how important they felt that data source is today. Thomas updated all data sources with the weighting that the majority of attendees felt it should be.

Bob Sideleau made a motion to accept the FY2015 priorities as set from the information above. Christine Romanik seconded it.

For: (10) Delgado, Tierney, Mitchell, Sideleau, Jenkins, Romanik, Kidder, Torres, Browne, Kuerze

Against: (0)

Abstain: (2) Stewart, Montgomery

Service Category	Weighted Total	2015 Ranking
Mental Health Services	138	1
Outpatient/Ambulatory Medical Care	139	2
Oral Health Care	163	3
Medical Transportation	169	4
Housing Services	177	5
Medical Case Management	198	6
Emergency Financial Assistance	214	7
Substance Abuse Services-Outpatient	235	8
Substance Abuse Services-Inpatient	236	9
Health Insurance	257	10
Food Bank/Home Delivered Meals	258	11
Early Intervention Services	271	12
AIDS Pharamaceutical Assistance (local)	388	13

- Jeff then presented a service category breakdown FY 2013 looking at unduplicated client counts, units of services, units per clients, unit cost and finally cost per client. Joanne then reviewed each service category and the changes in each area.
- Jeff also presented Regional Client Unduplicated Client Counts for Outpatient Ambulatory Medical Care
- It was determined that the average number of unduplicated clients over the last 3 years be used with the exception of Outpatient/Ambulatory Medical Care which used the actual number for 2013.
- Jeff then presented the 2012 Treatment Cascade prepared by Heidi Jenkins with data from the Department of Public Health. This is formula based information from the Center of Disease Control.
- It was determined that we will have a goal of 10% out of care/into care which would be a number of 142.

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- It was also determined that we will have a goal of 7% of unaware to aware which would be a number of 56.
- We then moved to the Resource Allocation Tab of this document based all the above information and the total ask from HRSA will be 8.4 million dollars.
- Joanne went through each service category and the percentage allocated to each one. Several categories were noted as needing more attention based in a large change in funding from 2014 to 2015 and they were: Medical Case Management, Substance Abuse Outpatient, Mental Health Services, Oral Health Care, Health Insurance Premium/Cost Sharing and Substance Abuse Inpatient.
- There was a detailed discussion on how all the service categories ended up back to the same percentages that they were last year and how the cost per client has gone up tremendously. In summary it was determined:
 1. The percentage allocated to Outpatient/Ambulatory Medical Care be reduced from 16% to 12%
 2. The percentage allocation to Medical Case Management will increase from 26% to 27%
 3. The total ask from HRSA will be approximately 8.3 million for our final award.

Bob Sideleau made a motion to accept the FY2015 Resource Allocation Percentages based on the discussion above. Jerod Geter seconded it.

For: (10) Delgado, Tierney, Mitchell, Sideleau, Jenkins, Romanik, Kidder, Browne, Kuerze, Stewart
Against: (0)
Abstain: (2) Torres, Montgomery

Service Category (HRSA)	% of Request
Medical Transportation	2.0%
Outpatient/Ambulatory Medical Care	12.2%
Housing Services	6.1%
Medical Case Management	26.5%
Food Bank/Home Delivered Meals	4.1%
Emergency Financial Assistance	3.1%
Substance Abuse Services-Outpatient	17.3%
Mental Health Services	14.3%
Oral Health Care	3.1%
Health Insurance Premium/Cost Sharing	1.0%
Substance Abuse Services-Inpatient	10.2%
AIDS Pharamaceutical Assistance (local)	0.0%
Early Intervention Services	0.0%
Total Services	100%

- **Discussion regarding MAI Minority AIDS Initiative** - These funds need to be discussed regarding their placement and how they are to be allocated. The amount is \$473,157 and historically we've

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put this into Early Intervention Services. This is not a reimbursable service and there is no other payer for this service.

Bob Sideleau made a motion to allocate the MAI funds to Early Intervention Services. Jerod Geter seconded it.

For: (11) Delgado, Tierney, Mitchell, Sideleau, Jenkins, Romanik, Kidder, Browne, Kuerze, Stewart, Torres

Against: (0)

Abstain: (1) Montgomery

(5.0) Parking Lot to be added to Strategic Planning and Assessment

- Please use datasets that ask the same questions for PSRA. It's difficult to use data that asks different questions and weigh it appropriately.
- PSRA process: Please show program Income information regarding reimbursement for services by region.

(6.0) Announcements

- Brian spoke to attendees regarding joining the Planning Council. Regional Leads were encouraged to bring non-conflicted members to meetings for possible membership.
- Brian asked people to fill out the feedback form and return them to Sara.
- Friday from 10:00 – 2:00pm community picnic in Waterbury.
- AIDS Project Danbury is looking for a Medical Case Manager, please contact Roberta.

(7.0) Adjournment - The meeting adjourned at 2:30pm

(8.0) Upcoming Planning Council Meetings –

- SPA –Thursday, September 4th, 10:00am – 12:00pm
- QI –Thursday, September 4th, 12:00pm – 2:00pm
- MF – Thursday, September 4th, 2:00pm – 4:00pm
- Executive Committee – Friday, September 12th, 10:00am – 11:30am
- Planning Council- Friday, September 12th, 12:00pm – 2:00pm

Attendance Record

Planning Council Members:

Bob Sideleau, Silvia Mitchell, Sabrina Delgado, Christine Romanik, Heidi Jenkins, Lauren Tierney, Brian Kuerze, Roberta Stewart, Joanne Montgomery, Dennis Torres, Ric Browne, Tom Kidder

Grantee:

Tom Butcher, Beth Auerbach, Lakeisha Greene, Arvil Alicea

Guests:

Jocelyn Torres, Jackie Robertson, Christopher Cole, Hilary Norcia, Nadine Repinecz, Jennifer Loschiavo, Kenneth McLellan, Nancy Kingwood