

*Joanne Montgomery & Lauren Gau, Co-Chairs*

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**Strategic Planning & Assessment Committee Meeting Minutes**

**Meeting Date:** Thursday, May 2, 2019  
**Start Time:** 9:31 am  
**End Time:** 11:45am  
**Location:** Burrough's Community Center  
**Presiding Chair:** Joanne Montgomery  
**Recorder:** Jeff Daniel

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**Summary of Committee Business Votes**

- Approval of Minutes from the April 4, 2019 meeting

**Council Member Assignments**

- Attend Committee/Council meetings as outlined in the Council Bylaws

**Staff Member Assignments**

**(1.0) Moment of Silence**

Joanne called the meeting to order at 9:31 am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

**(2.0) Welcome and Introduction**

All participants introduced themselves.

**(3.0) Co-Chair Announcements**

There were none

**(4.0) Approval of April 4, 2019 Meeting Minutes**

Chris Cole made a motion to approve the meeting minutes from April 4, 2019 and David Colbert seconded it.

**For: (9)** Ardila, Cisneros, Gau, Lame, Stewart, Teel, Cole, Delgado, Colbert

**Against: (0)**

**Abstain: (1)** Montgomery

**(5.0) New Business/Old Business**

- **Review the Strategic Planning and Assessment Planning Council Activity Timeline**  
The Committee reviewed the Planning Council Activity Timeline and determined that everything was on track.
- **MCM Health Insurance Coverage Survey**  
Staff presented the results of the 2019 MCM Health Insurance Coverage Survey. Joanne reviewed these with all attendees. There were some questions regarding the data and updates were made based on an attendee's admission to incorrectly inputting results into that one area. Overall, all data was determined to be accurate.

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One item that came out of the discussions surrounding this presentation was that CIPA will be required for all clients on the ACA to ensure that Ryan White is the payer of last resort.

- **Review SPA data request to Recipient’s Office regarding regional service delivery detail for:**
  1. Substance Abuse Services-Outpatient
  2. Substance Abuse Services-Residential
  3. Mental Health Services
  4. Housing Services
  5. Food Bank/Home Delivered Meals

An in-depth discussion took place regarding the data presented for the above service categories. It was determined that in September, we will review this again when updating service categories and service standards and make any new determinations at that time.

- **Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information**  
We did not discuss this but will review again in June.
- **Review Framework of PSRA**  
We did not discuss this but will review again in June.
- **Unresolved Parking Lot Items**

Parking Lot Summary

ITEM	STATUS
Ask for Medicaid Expenditures from DSS for GY 2018 in March	We will ask Charlotte to request this information for us in March to use for our 2020 PSRA process. 4/4: Charlotte has made this request to her office. 5/2: Charlotte reported that we will have this information for our meeting in August.
Request regional leads to prepare presentation on RW funded services and what they use these funds for within each service.	Updated 1/3: Regional Leads will be asked to attend the SPA meeting on April 4 <sup>th</sup> and share this information with the committee. 3/15: this will be on hold until all regions have completed their site visits and findings are presented.
Procedures discussed to ensure Ryan White is the payer of last resort.	5/2: This was addressed today during the presentation of the MCM Health Insurance Survey results. It was decided that moving forward, CIPA will be mandated for all clients who are on the ACA. This requirement will then be included in the updates to service category definitions and services standards for the MCM or HIPCSA services, TBD. This will remain open until that time.

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**(5.0) Announcements**

There were none

**(6.0) Adjournment**

The meeting adjourned at 11:45am

**Strategic Planning and Assessment Committee Attendance Record – 2019**

	<b>Council Member</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>
1.	Inthiany Ardila	X	X	X	X	X					
2.	Max Cisneros	X	A	X	X	X					
3.	Cassandra Cokley	A	A	A	A	A					
4.	<i>Christopher Cole PC Co-Chair</i>	A	X	A	X	X					
5.	David Colbert	-	-	-	-	X					
6.	Loreen Cuiman	A	A	A	A	A					
7.	Sabrina Delgado	A	A	A	X	X					
8.	Thomas Evans	A	A	A	A	A					
9.	Heather Garofalo	A	X	X	X	A					
10.	<b>Lauren Gau Co-Chair</b>	X	X	X	X	X					
11.	Heidi Jenkins	A	A	A	A	A					
12.	Lisa Gluz	A	A	A	A	A					
13.	Albana Lame	X	X	X	X	X					
14.	Clara Langley	A	A	A	A	A					
15.	<b>Joanne Montgomery Co-Chair</b>	A	X	X	A	X					
16.	Raphael Muniz	A	A	A	A	A					
17.	Richard Radocchia	X	X	A	X	A					
18.	Christine Romanik	A	A	A	A	A					
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X					
20.	Aaron Stuart	-	-	-	-	A					
21.	Charlotte Teel	A	X	X	X	X					
22.	Donald Winfrey	-	-	-	-	A					
23.	Ryan White Office	X	X	X	X	X					
	Planning Council Staff	X	X	X	X	X					
	% of Council present:	32%	47%	42%	53%	45%					

Guests: Sara Burns, Christina Rizk, Tequetta Valeriano, Bonnie Hopkins