

San Antonio Area HIV Health Services Planning Council

4502 Medical Drive, MS# 45-2 Corporate Square, Suite 200, San Antonio, TX 78229

Planning Council Support: (301) 807-2196

- Manger Meetings with the Texas Data Mangers regarding TCT; weekly meetings with RDE to implement the new data system; Standards of Care review; meeting with PC Support consultant regarding PC Website; BRAVE/Patient Navigation Data meeting; EHE monthly call; HRSA Healthy Grants Workshop; and CQM Meetings.
- AA Program Monitoring to begin in October 2022.
- AA Staff attended the HRSA RW Conference.
- Compliance:
 - Ryan White Policy and Procedures: updated/revisions of all Ryan White Policies and Procedures has been completed. All policies were sent to the subrecipients and RW/BRAVE Team. The Compliance Team is reviewing HRSA Monitoring Standards to make sure we have all the policies required updated/revised or created. The Compliance Team will also review DSHS required polices to make sure we have all policies required updated/revised or created.
 - The Compliance Team is in the process of creating a Recipient Manual for Ryan White and Operation BRAVE.

Planning Activities

- Reports
 - Part A Reports – Program Submission Report and Program Terms Report – completed and submitted 7/15/22
- Compliance:
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Clinical Quality Management Activities

LPAP

- The CQM Committee also serves sour LPAP Drug Formulary Committee and they met on July 20, 2022. The Committee approved the following revisions/additions to the Drug Formulary:
 - One update
 - Medication is misspelled on the formulary.
 - Atomoxetine, line 371 on the current formulary should be spelled Atomoxetine.
 - The spelling has been revised.
 - One request
 - k phos mono-sod phos di & mono
 - Treats Fanconi Syndrome caused by Tenofovir poisoning.
 - There is no equivalent medication on the RW Formulary
 - Added to the formulary

CQM Committee

- Internal CQM Committee

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- Met on August 5 to review the completed drafts of the agency CQM Plans. Internal Committee members will review draft one final time, then scheduled Agency Coaching Session to begin CQM Plan reviews with Agency CQM Staff.
- Discussion regarding ongoing issues pulling accurate data from TCT.
- External CQM Committee
 - Met on July 20, 2022.
 - Drug Formulary Request(s)
 - Discussion of 2022 CQM Plans and Activities.

Agency CQM Coaching Sessions:

- In August, the compliance team will be meeting with the agencies individually to review the CQM plan in the new formatted template to ensure the information is correct and update any missing information. Subsequent meetings will be scheduled with each of the agencies to review Quality Vision Statements, Annual Goals, and Roles and Responsibilities. Once phase one is completed the compliance team will move to phase 2.
 - Phase 1: The compliance team developed a template for the Part A CQM plans. The compliance team used the initial draft the agencies submitted and reformatted the information into the CQM template. The focus will be on the following sections: Quality Vision Statement, Annual Quality Goals, and Roles and Responsibilities. The compliance team will schedule individual WebEx meetings with the agency CQM SPOC to discuss the revised plans and missing information. The agencies will resubmit once complete.
 - Phase 2: The AA will have coaching sessions to cover the next phase, understanding performance measures and PCN- 15. This was a section of the CQM plan that all agencies had confusion over. The compliance team will review pulling data and using the data for QI projects. The AA will also discuss the difference of CQM and monitoring and how these two items are different.
- Phase 3: Once the agencies complete the CQM plan for Part A, we will focus on the CQM plans for the remaining funding sources.

Trainings/Technical Assistance provided to the Service Providers, Planning Council, AA Staff, Consumers, and/or Community Stakeholders.

- The service categories for EIS and Outreach were reviewed on August 29, 2022.
- San Antonio Ryan White and Operation BRAVE Programs Administration Overview (101) was held on August 11, 2022

Operation BRAVE Activities

Administrative updates:

- Housing Coordinator has been hired
- Contract amendments sent

Youth activities:

- “A Day to be BRAVE” – will be held on Hopscotch on October 25th from 7-9pm
- College/university tour kickoff in August – 5 sessions at 4 colleges/universities
- 3 outreach events were attended in August totaling in roughly 550 individuals reached

Engagement to care:

- Patient Navigation (Care Coordination Team)

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- Referrals in August 2022: 22
- Referral source
 - 22 Emergency Department
- Diagnosis status
 - 15 previously diagnosed
 - 7 newly diagnosed
- Referral breakdown
 - 4: Part A
 - 14: Operation BRAVE (EHE Program)
 - 4: Part D
- Items preventing navigation
 - Several of these clients were not assigned

Capacity Building:

- Meeting to discuss internal process for rapid start implementation in ambulatory setting – date scheduled for September
- Transgender Sensitivity Trainings – dates pending

Housing activities:

- Work plan finalized – pending date to discuss with clinic
- Discussed developing flyer to promote housing services”

Q&A's regarding Recipient Report:

Wayne asked if in the previously diagnosed status—those classified as “previously diagnosed had fallen out of care? Tanya responded that they did not have that level of detail available just yet. However, she would say that it was a mixture of both—there would be some individuals who were classified as “out of care”, but there are some who are considered late to care, but they may have presented to the ED for another reason and then find the results through routine testing.

Sharron, PC Support, asked if Tanya had in the past done presentations to the Planning Council about housing activity--explaining what is covered under the Housing Program, i.e., utility assistance or rental down payment, so that the Planning Council could take that information into the community for people who might need housing assistance.

Tanya responded that that had not been done in the past because the program had not been finalized, but since it is now finalized, they could look at doing so, and offered to be put on the schedule for next month. PC Support indicated that she would coordinate with her for next month or before the end of the year at Tanya's convenience. Tanya responded in the positive.

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Fiscal Report	<p>Annie wanted to correct an error in report: Goals should be 42% instead of 50%. The reports in the GL are as of August 31, but invoices they have in-house are only thru July. Have not received Aug yet, which are not due until Sep 20th. Need to change Food Bank which is a little over 42%.</p> <ul style="list-style-type: none"> • Low on Medical Nutrition. No Medical Nutritionist in house yet, so those funds may be reallocated or partially reallocated to another category. • LPAP is also low. Maybe due to ADAP issue. • Oral health is high at 86%--may be using their formula funds first – must use 95% of formula funds to avoid penalty in following year. • Supplemental funds are a little lower, but will most likely catch up. • MAI is a little lower than it should be. May need to do some reallocation next month. <p>PC indicated that she will try to make sure Wayne and Santiago are available next month to approve the reallocation before going to the full Planning Council.</p> <ul style="list-style-type: none"> • Unduplicated Client – no data • Outpatient Ambulatory – Patients are coming back to their clinics and catching up with their visits and labs. Wayne indicated that the sad part is during his counseling session recently, the provider suggested that the large jumps is that there are a lot of current AIDS diagnoses, some as a result of drug use. • Referral looks good.
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COMMITTEE REPORTS

NEEDS ASSESSMENT AND COMPREHENSIVE PLANNING/CONTINUUM OF CARE COMMITTEE (CPCC)

CHAIR – VACANT

Business Item	Discussion/Motion	Planning Council Action
A. No meeting due to lack of quorum.	No quorum	

MEMBERSHIP, NOMINATION & ELECTIONS COMMITTEE BUSINESS

CHAIR – VACANT

Discussion/Motion	Planning Council Action	
A. Review a New PC Applicant Membership Application	<ul style="list-style-type: none"> • PC Support presented the new application from Jesus (Jesse) Esparza, submitted in July, and requested approval from the Executive Committee so that it could be presented to the upcoming Planning Council Meeting. • Wayne knows Jesse from a prior employment relationship and vouched strongly for approval of Jesse’s appointment to the Planning Council. <p>Wayne voted to approve the appointment and asks for the full Planning Council’s approval.</p>	
B. HRSA Planning CHATT –	PC Support explained that the Planning CHATT is a learning	

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<p>To participate members must commit to attend sessions on the following dates: Oct 20, Nov 17, Dec 15, 2022 & Jan 19, 2023.</p>	<p>collaborative for Planning Council to learn from each other different successful recruitment & retention strategies. The meetings are virtual and 3:00p CST.</p> <ul style="list-style-type: none"> • Homework assignments will generally consist of preparing and making a presentation about what your successful recruitment strategies have been, what has been successful, what the profile of your Planning Council is. • Must commit to those days. • PC Support will not be available on the Dec 15 date. • Wants to present to full Planning Council for additional participation. PC Supports wants at least 3 members and her. • Friday, Sep 16, is last day to register. Will ask Jesse and see if anyone from People’s Caucus is interested. • Two tasks for the Planning Council on membership: <ul style="list-style-type: none"> ○ Voting on Jesse’s application and ○ Getting concurrence from someone else to participate in CHATT • PC Support will register everyone who is interested. 	
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FISCAL MONITORING AND REALLOCATIONS (FMRA) COMMITTEE BUSINESS

CHAIR - Vacant

Business Item	Discussion/Motion	Planning Council Action
<p>A. Review Part A Expenditure & Unduplicated Client Count Report by Service Category</p>	<p>Annie made a correction to the Expenditure report: Goals should be 42% instead of 50%. The reports in the GL are as of August 31, but invoices they have in-house are only thru July. Have not received Aug yet, which are not due until Sep 20th. Need to change Food Bank which is a little over 42%.</p> <ul style="list-style-type: none"> • Low on Medical Nutrition. No Medical Nutritionist in house yet, so those funds may be reallocated or partially reallocated to another category. • LPAP is also low. Maybe due to ADAP issue. • Oral health is high at 86%--may be using their formula funds first – must use 95% of formula funds to avoid penalty in following year. • Supplemental funds are a little lower, but will most likely catch up. • MAI is a little lower than it should be. May need to do some reallocation next month. <p>PC indicated that she will try to make sure Wayne and Santiago are available next month to approve the reallocation before going to the full Planning Council.</p> <ul style="list-style-type: none"> • Unduplicated Client – no data • Outpatient Ambulatory – Patients are coming back to their clinics 	

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- Referral looks good.

EXECUTIVE COMMITTEE BUSINESS

CHAIR - Vacant

Business Item	Discussion/Motion	Planning Council Action
A. Review Reports from Standing Committees	See above. Planning Council Support provided handouts which were included in the meeting packets.	
B. Planning Council Website Update	PC Support indicated that the Website is up. The website address is: www.saplanningcouncil.org PC Support viewed and went through some of the menu items. Suggested that updates of photos, bio's, etc. can be accomplished and that it would be introduced to the Planning Council as well. Wayne asked for it to be presented at upcoming People's Caucus' meeting, as well.	
C. Review PSRA Final Decisions	No discussion.	
D. COVID Community Spread Update for Bexar County.	<ul style="list-style-type: none"> • To obtain specific information on COVID-19 Community Levels, visit the Centers for Disease control and Prevention (CDC) at COVID-19 Community Level, use the State dropdown menu to select Texas, then use the county dropdown menu to select Bexar County. Find out more about the COVID-19 situation in Bexar County, Texas with COVID-19 Data Tracker. • Bexar County level is moderate. • PC Support suggested masks should still be worn for meetings. • Wayne will bring masks & hand sanitizer from Living Positive SA to People's Caucus meeting on 9/16. 	
E. Comprehensive Plan Update	Third stakeholder meeting was on Sep 14. No discussion; members already up to date.	
F. People's Caucus Meeting Schedule Update	<ul style="list-style-type: none"> • Going forward, will be doing hybrid People's Caucus meetings at Café College. Wayne & PC Support tested the arrangement on Sep 14, at Café College. • Meeting hours changed slight, Cafécollege is only available 11:30am - 1:00p. • Lunch will be available. 	

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Parking Lot Items

#	Item	Assigned To	Date Assigned	Due Date	Status
1	Pursue Dedicated Phone Line for Planning Council	Sharron Harris	7/21/2022	ASAP	Business Partner is pursuing this item. Considering whether to acquire a new number or use the office number, forwarding the calls to PC Support. Expect to be able to provide final decision at next month's meeting.
2	Pursue Hybrid Meeting Option for People's Caucus	Sharron Harris	7/21/2022	ASAP	Completed for 9/16.

	Public Comment	None.
	Announcements	<ul style="list-style-type: none"> • Wayne indicated Bexar County Covid level is moderate. PC Support requests masks continue to be worn and that we continue to social distance at meetings. Wayne will bring masks and hand sanitizer for in-person People's Caucus Meeting on Sep 16. • At Oct meeting, hoping to give fairly complete Integrated Plan. Would like to submit the Plan by the first of December 2022.
	Schedule of Next Meeting	Friday, September 16, 2022 – 12:00n – 1:00p.
	Adjournment	Wayne adjourned the meeting at 10:50a CST.