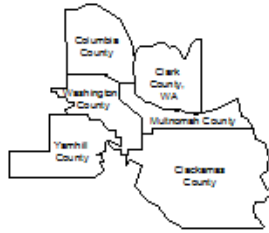




# Portland Area HIV Services Planning Council

*Advocacy and planning for people affected by HIV in the Portland metro area*

*Ryan White Program, Part A*



## Meeting Minutes

Meeting Date: September 10, 2019

Approved by Planning Council: November 5, 2019

Grantee: Multnomah County Health Department



**Portland Area HIV Services Planning Council**  
**MEETING MINUTES**

Tuesday, September 11, 2019, 4:00 – 7:30 pm  
 Gladys McCoy Building, 619 NW 6<sup>th</sup> Ave., Portland, OR 97209  
 Room 850

**AGENDA**

Item**	Discussion, Motions, and Actions
Call to Order	Lorne James called the meeting to order at 4:00 PM.
Candle Lighting Ceremony	Julia Lager-Mesulam led the lighting of the ceremonial candle in honor/remembrance of Gwen, first person Julia met with HIV.
Welcome & Introductions	Lorne James welcomed everyone to the meeting and introductions were made, with Council members declaring any conflicts of interest.
Announcements	<p>Announcements:</p> <ul style="list-style-type: none"> <li>• New members:           <ul style="list-style-type: none"> <li>○ Diane Quiring, representing Oregon Medicaid</li> <li>○ Chris Keating, Washington County DIS (Disease Intervention Specialists)</li> <li>○ Matthew Moore, CAP (Cascade AIDS Project) SW Washington</li> <li>○ Michelle Foley, Central City Concern (Rose Wood)</li> <li>○ Jamie Christianson, Health Services Center</li> <li>○ Erin Waid, Russell St. Dental Clinic</li> </ul> </li> <li>• Acknowledging Jace Richards, outgoing Membership Co-Chair, for all of his work</li> <li>• Reminder: HIV Care Services (HCS) is now HIV Grant Administration and Planning (HGAP)</li> <li>• Public Charge flyers           <ul style="list-style-type: none"> <li>○ Currently only in English, but other languages are coming</li> <li>○ Please distribute</li> <li>○ Ryan White services are not considered as part of public charge</li> <li>○ Housing assistance, including HOPWA, is part of public charge</li> </ul> </li> <li>• Quest recovery house dedication tomorrow           <ul style="list-style-type: none"> <li>○ We (Ryan White) have two beds in the house</li> <li>○ Capacity is 8, currently 3 available beds, including one for Ryan White</li> <li>○ Meet at Quest: 2901 E. Burnside</li> <li>○ Sept 27 is Powwow in the Square, 12:00-7:00 PM</li> </ul> </li> <li>• There were several people in Ops who were willing to be mentors to new members; Myranda will be contacting mentors and mentees to match up</li> </ul>
Review and Approval of Agenda	The agenda was accepted by unanimous consent.
Review and Approval of Minutes from Prior Meeting	The meeting minutes from the July 12 <sup>th</sup> retreat were approved by unanimous consent.
Public Testimony	No public testimony.

Item**	Discussion, Motions, and Actions
Planning Council Reminders	<p><i>Presenter: Emily Borke</i>  <i>Purpose of Presentation: Review Planning Council policies and guidelines.</i></p> <p>The Council reviewed:</p> <ul style="list-style-type: none"> <li>• Participation Guidelines (aka “Ground Rules”)</li> <li>• What it means to be “provider blind”: when the Council talks about funding and services, we discuss it in terms of service categories, not in terms of specific providers. The Council makes decisions about service categories; HGAP makes decisions about providers.</li> </ul> <p>Council members received, signed and returned these documents:</p> <ul style="list-style-type: none"> <li>• Conflict of Interest Policy</li> <li>• Member Responsibilities</li> <li>• Member Update forms</li> </ul>
New Documents and Revisions	<p><i>Presenter: Jeremiah Megowan</i>  <i>Purpose of Presentation: Review of new policies and procedures; review and approval of revisions to Planning Council Bylaws</i></p> <p>New document: Elections Policy &amp; Procedures</p> <ul style="list-style-type: none"> <li>• Council reviewing only – already approved by Operations Committee</li> </ul> <p>Proposed Revisions to PC Bylaws (see handouts – colored text indicates changes):</p> <ul style="list-style-type: none"> <li>• Areas with significant revisions <ul style="list-style-type: none"> <li>○ Removal of a PC/Ops/Other Committee member (4.K.-4.M.)</li> <li>○ Executive Session (6.C.)</li> </ul> </li> <li>• Correction <ul style="list-style-type: none"> <li>○ In 4.L.1.a, add “member” after “termination of the Operations Committee”</li> </ul> </li> <li>• <b>Approved as corrected by unanimous consent</b></li> </ul>
Review FY19-20 Planning Council Updates	<p><i>Presenter: Emily Borke</i>  <i>Purpose of Presentation: Review meeting schedule / work plan, and solicit presentation requests from PC members</i></p> <p>Questions for the group:</p> <ul style="list-style-type: none"> <li>• What presentations / panels do members want to see?</li> <li>• How do we want to schedule out these presentations?</li> </ul> <p>Requests for panels / presentations:</p> <ul style="list-style-type: none"> <li>• Early Intervention</li> <li>• Long-term survivors</li> <li>• Drug rehabilitation</li> <li>• Epidemic in Washington County, particularly among Latinx community</li> <li>• More time for scorecards at a different meeting (we will do mid-year scorecards at next meeting)</li> <li>• Will scorecards include cost-per-unit? That would be helpful.</li> </ul>

Item**	Discussion, Motions, and Actions
	<ul style="list-style-type: none"> <li>• Revisit this question after we see scorecards next meeting</li> <li>• Presentation from CAP regarding hopes for partnership with Urban League</li> <li>• “New” \$15 million state funding <ul style="list-style-type: none"> <li>○ Some of this is continuation of funds we already receive, some is not</li> <li>○ PC does not necessarily make funding decisions about these funds, but HGAP makes decisions based on prioritization decisions of PC</li> </ul> </li> </ul> <p>Other Comments:</p> <ul style="list-style-type: none"> <li>• Concern regarding “provider blind”: When we fund new programs, how do we know what that is going to? How to we provide accountability? <ul style="list-style-type: none"> <li>○ HGAP can provide information about which providers we are funding and what those programs are doing (but would not do that just prior to making funding decisions).</li> <li>○ Scorecards provide more formal accountability. We can provide more updates about programs. We can also ask for new programs to come and provide information about how money is being spent.</li> <li>○ HGAP is also working on developing an outward-facing Tableau dashboard, which would provide real-time information.</li> <li>○ HGAP staff can also provide more contract and program updates.</li> </ul> </li> </ul>
New Contract / Program Updates	<p><i>Presenter: Jesse Herbach</i></p> <p>New Contract and Program Updates:</p> <ul style="list-style-type: none"> <li>• Urban League hired by CAP as a new subcontractor to provide MAI Black/African American navigation services. Position has been hired for and will be starting ASAP.</li> <li>• Day Center programming is now open half days on Wednesdays 9-12pm, serving breakfast and providing bag lunches to go. Additionally, program now has MH support services on Fridays (combo 1 on 1s and group work offered); recovery group started onsite and offered every other Wednesday 10:30am-11:45am</li> <li>• Harm reduction group at the County (partnership between a Quest SUD Peers and HHSC) Mondays, 2-3pm</li> <li>• With the nice weather, CAP peers have been facilitating Creating Recovery Group outside on walks and in parks to much positive feedback.</li> <li>• Continuing to do Rapid Start appointments at the clinic</li> <li>• Slow contracting process since the Multco Marketplace changeover has put some pressure on programs creating cash flow issues</li> <li>• ABC team is continuing to partner well with programs; one example being partnering with CAP for funds to assist with deposits and/or first month’s rent for folks coming out of or navigating treatment options</li> <li>• Russell Street has a social work intern onsite one afternoon per week</li> <li>• New WoW facilitator at Quest who helped organize the annual retreat.</li> <li>• An additional \$15 million to be added into our system through Part B over the next 5 years <ul style="list-style-type: none"> <li>○ Standing Part B funds include: Housing, nonMCM for system wide eligibility work, MCM funds for medical navigation at a partnering clinic (new at the end of last FY), and dental.</li> </ul> </li> </ul>

Item**	Discussion, Motions, and Actions
	<ul style="list-style-type: none"> <li>○ Additional new Part B funds this year and moving forward over the next 5 years include: Mental Health peer and treatment, SUD peers, MCM (with a focus on VSSP, priority populations, and data to care work), additional housing money, EFA (vision care and IDs)- All of this is to focus on and prioritize housing</li> </ul>
Finalize Guidance Language	<p><i>Presenter: Jesse Herbach</i>  <i>Purpose: Make final decision on revision(s), if any, to Program Guidance</i></p> <p>“Helping homeless stay in care”</p> <p>Current Guidance</p> <ul style="list-style-type: none"> <li>● #5: Providers will utilize client self-management to better empower client access to necessary services and improve health outcomes.</li> <li>● #7: Service providers shall prioritize interventions which improve their ability to increase client retention at all stages of engagement in the HIV Cascade.</li> </ul> <p>Options prepared by HGAP:</p> <ul style="list-style-type: none"> <li>● Option 1: Keep #5 and #7 as is</li> <li>● Option 2: Keep #7 as is and re-write #5 as <ul style="list-style-type: none"> <li>○ “Clients experiencing disparities, including housing, will be empowered to utilize self-management to access necessary services and improve health outcomes”</li> </ul> </li> <li>● Option 3: Combine #5 and #7 with these changes: <ul style="list-style-type: none"> <li>○ “Service providers will prioritize interventions that increase client retention at all states of engagement in the HIV Care Continuum. Clients experiencing disparities, including housing, will be empowered to utilize self-management to access necessary services and improve health outcomes”</li> </ul> </li> </ul> <p><b>Option 3 is approved by consent</b></p>
We Hear You	<p><i>Presenter: Toni Kempner &amp; Jeremiah Megowan</i>  <i>Purpose: Evaluation of the Administrative Mechanism, 2018-2019 Meetings / Retreat</i>  <i>Summary of Discussion: See slideshow</i></p>
Review FY20-21 Allocations for Grant	<p><i>Presenter: Jesse Herbach</i>  <i>Purpose: Reminder of previous allocations decisions to help guide contingency planning</i>  <i>Summary of Discussion: See slideshow and handout</i></p>
Preliminary Contingency Planning for FY20-21	<p><i>Presenter: Lorne James</i>  <i>Purpose: Plan for three scenarios for FY20-21 funding: increase (up to 5%), flat funding, and decrease (up to 3%)</i></p>

Item**	Discussion, Motions, and Actions
	<p>The Planning Council split up into three small groups to create separate proposals. The small groups presented their proposals to the large group, then Lorne led a discussion about similarities and areas of agreement.</p> <p><u>Red Group</u>  Decrease: Hold harmless health insurance, food, EIS; proportional decrease in all other areas  Flat:  Increase: Priorities 1. COLA, 2. Medical care, E. MCM</p> <p><u>Green Group</u>  Decrease: Decrease COLA, starting with categories that will get funding from Part B (aka hold harmless categories not receiving Part B)  Flat:  Increase: 1. COLA, 2. MCM &amp; Medical, 3. Additional funds that were getting Part B funding</p> <p><u>Blue Group</u>  Decrease: Cut across all service categories, with additional guidance that any carryover be prioritized for medical care  Flat:  Increase: 1. Medical care, 2. COLA, 3. MCM &amp; transportation</p> <p>Considerations</p> <ul style="list-style-type: none"> <li>• Services only for Clark County</li> <li>• Services not receiving Part B funds</li> <li>• Follow philosophy of the PC when they made initial allocation decisions</li> </ul> <p>Decrease options for workup by HGAP:</p> <ul style="list-style-type: none"> <li>• #1: Proportional decrease across all service categories</li> <li>• #2: Hold harmless service categories not receiving Part B, proportional decrease across all other categories</li> </ul> <p>Flat funding:  <b>Decision: Keep funding the same</b></p> <p>Increase:  <b>Decision: First medical, then COLA, then MCM</b></p>
Client Satisfaction Survey Plan	<p><i>Presenter: Aubrey Daquiz</i>  <i>Purpose: Review the plan for the Client Satisfaction Survey (CSS)</i></p> <p>Timeline:</p> <ul style="list-style-type: none"> <li>• August: Creating survey</li> <li>• September: Getting survey approved, translated, formatted</li> <li>• October: Implementation! Aiming for 30% response rate</li> <li>• November: End survey implementation, begin data cleaning and analysis</li> <li>• February: Results available</li> </ul>
Time of Adjournment	7:30 PM

## ATTENDANCE

Members	Present	Absent*	Members	Present	Absent*
Emily Borke (Council Co-Chair)	X		Julia Lager-Mesulam	X	
Erin Butler	X		Heather Leffler	X	
Tom Cherry	X		Jonathan Livingston	X	
Jamie Christianson	X		Toni Masters		L
Carlos Dory	X		Jeremiah Megowan	X	
Michelle Foley	X		Matthew Moore	X	
Greg Fowler	X		Scott Moore		A
Alison Frye	X		Laura Paz-Whitmore		E
Dennis Grace-Montero	X		Diane Quiring		E
Myranda Harris	X		Jace Richard	X	
Mary Rita Hurley		E	Michael Stewart	X	
Shaun Irelan		E	Michael Thurman-Noche	X	
Lorne James (Council Co-Chair)	X		Robert Thurman-Noche	X	
Chris Keating		E	Erin Waid	X	
Toni Kempner	X		Abrianna Williams		L
<b>PC Support Staff</b>			<b>Guests</b>		
Lisa Alfano			Emilie Friedman, CAP Housing Readiness Coordinator		
Aubrey Daquiz	X		Erika Dezelle, CAP Short Term Housing Case Mgr		
Jenny Hampton (Recorder)	X				
Jesse Herbach	X				
Amanda Hurley	X				
Jenna Kivanç					
Marisa McLaughlin					
Kim Toevs					

\* A = Unexcused Absence; E = Excused Absence; L = On Leave