

Comprehensive Planning Committee

MEETING SUMMARY

Friday, June 11, 2021 from 9:30 AM to 12:07 PM
 Videoconference via Zoom: <https://zoom.us/j/97674583954>
 Teleconference: (929) 205-6099 / Meeting ID: 976 7458 3954#

| Present | Excused Absences | Unexcused Absences |
|---|---|--------------------|
| 1. Janice Adams-Jarrells 2. Juanita Howell (Secretary) 3. Elizabeth Kocot 4. Julissa Lituma 5. Joann McEniry (Chair) 6. Vieshia Morales 7. Aliya Roman (Non-Voting) 8. Sharon Postel (Non-Voting) 9. Al-Bayyinah Sloane 10. Calvin Toler | 11. Ketlen Alsbrook (Non-Voting) 12. Allison Delcalzo-Berens 13. Debbie Morgan 14. Ricardo Salcido | |

Guests: Nikki Graham, Jonathan Davis, Denise Brown (NJHHC), Karen Ehiri, Tamikah Terry, Elmartine Joseph, Freddy Ruiz,
Support Staff: Tania Guaman, Vicky Saguy

1. Welcome and Moment of Silence

McEniry called the meeting to order at 9:30 am and welcomed all in attendance. A moment of silence was observed for all those living with, those who have passed, and those affected by HIV/AIDS.

2. Roll Call

Support Staff conducted the roll call. Quorum was established during the meeting.

There was a clarification on the Recipient representation guided by the committee’s Operating Policies and Procedures as follows: “There will be one Recipient from the Ryan White Unit on the Comprehensive Planning Committee. The seat will have ex officio, non-voting status, and is not included in the above described 30 seats. This person will not count towards the quorum.” Therefore, Ketlen Alsbrook was changed from a voting member to a non-voting member in the roster.

3. Public Testimony

None provided.

4. Approval of the Meeting Summary May 14, 2021

At the last meeting, the committee approved the April 9th meeting summary as presented. The May 14th meeting summary was sent electronically in advance for review. McEniry asked for a motion to approve the meeting summary as presented. Sloane motioned to approve. Toler seconded. Adams-Jarrells abstained. No oppositions.

5. Standing Committee Updates

- **COC**– Support Staff provided the June 10th COC report as follows:
 - The committee approved a revised version of the Oral Health Service Standard, which added recommended language changes under the Service Limitation section that would provide the Recipient with flexibility to set limitations in the contracting process as needed. The committee approved this revision.
 - Ms. Brown from the New Jersey Housing Collaborative provided a presentation about Housing.
 - The Outpatient/Ambulatory Health Service Standard was tabled for review at the next meeting.The next COC meeting will be held on July 8, 2021, at 10AM via Zoom.

- **REC** - Support Staff provided the May 17th REC report as follows:
 - The REC received an update on the Telehealth agency and consumer findings of the Needs Assessment. The final report is expected by July 2021.
 - The committee reviewed and approved the Funding Streams Report, which is posted on the [NEMA Website](#).
 - The Assessment of the Administrative Mechanism is still in progress.
 - The State has not released the Epidemiologic data yet.The next REC meeting will be held on Monday, June 21, 2021, at 10am via Zoom.

The committee will consider the latest Epidemiologic Data available for the Priority Setting and Resource Allocation Process.

- **CIA/CC** - Support Staff provided the May 26th CIA report as follows:
 - 30 attendees including 20 from Essex, 3 from Union, 1 for Morris, and 6 unknowns attended.
 - The committee discussed the need for a Core Service Waiver. Everyone supported the FY 2022 Core Service Waiver unanimously stating that support services are a priority.
 - The services highlighted were 1) utilities since moratorium is ending, 2) housing, 3) food, 4) transportation (particularly in the tri-county area where individuals have limited public transportation resources available), 5) psychosocial services, 6) oral health (since appointments are backed up due to the pandemic), 7) medical case management and 8) emergency financial assistance.
 - The first five services brought up in the priority ranking were Housing, Food Bank/Home Delivered Meals, Medical Case Management (MCM), Emergency Financial Assistance (EFA) and Transportation. MCM was set high in the rank because of its role in connecting individuals with other services and resources.The next CIA meeting will be held on June 23, 2021, at 5pm via Zoom.

Comments about the priorities recommended by the CIA:

- Transportation funds were not fully spent in FY 2020 because of COVID-19 but these funds were fully spent in FY 2019. Transportation is an issue primarily in the Tri-County area because: 1) people don't always own a car, 2) transportation funds are limited, particularly for Medicaid and uninsured patients, 3) the bus service in Warren County is at least one mile away from the clients residency to connect to other bus lines, 4) not everyone qualifies for other types of transportation assistance, and 5) RW transportation funds are low.

- ModivCare (owned by LogistiCare) provides transportation services, but those who request the service do not always get picked up by drivers and rides are not confirmed in advance.
- Housing continues one of the priorities for consumers.
- Food Bank/Home Delivered Meals moved up because extra funds available during the pandemic are going away and food prices are rising.

6. Recipient Report

Roman provided the following report:

- The recipient is preparing for the HRSA site visit scheduled for the week of July 12 of July 16. HRSA will visit two subrecipient agencies: Isaiah's House, and Neighborhood Health Services.
- To date, 81% of FY 2021 Contracts are in ledgerslar; 18 contracts have been adopted and are in execution phase. The recipient is processing purchase orders for programs whose contracts are already adopted and will meet the execution phase to reimburse the subrecipients accordingly. 12 contracts are scheduled for adoption at the next meeting on June 22nd.
- The FY 2020 grant year is closed out. This data will be shared in the Service Utilization Report.

7. New Jersey HIV Planning Group (NJHPG) Report

This item was not discussed.

8. Old Business

- Election of New Member – Denise Brown
Denise Brown from the New Jersey Housing Collaborative was voted on as an Essex County Ryan White Part A representative of the Comprehensive Planning Committee.
Motion: Lituma, Union County representative nominated Brown as a Ryan White Part A provider in Essex County. Toler seconded the motion. Essex County representatives abstained. All other members agreed.

9. New Business

- PRESENTATION: Ryan White Service utilization & spending data, update on MAI eligibility and services. Roman gave the Ryan White Service Utilization and Spending Data presentation with the following key findings:
 - There are 23 agencies who provide services in Essex, 8 in Union, and 4 in the Tri-County area.
 - The total FY'2020 award was \$12 556 513, an increase of 0.4% compared to the previous year. The total spending was \$12,039,217 with an unobligated balance of \$504,779.42.
 - The total FY'20 Core Services expenditure was 75.31%. Within this category, services that spent the most were Medical Case Manager at 37.95%, Outpatient/Ambulatory Health Services at 13.46%, and Mental Health at 8.39%.
 - The total FY'20 Support Services expenditure was 26.69%. Within this category, services that spent the most were Housing at 31.7%, Non-Medical Case Management at 27.5%, Other Professional Services at 13%, and Transportation at 8.7%.
 - Most core services met the FY 2020 Priority Setting goals. Like in past years, only Early Intervention Services was underspent. The Recipient recommends decreasing funds for this service category.

- The Supportive Services that were underspent in FY'2020 are:
 - o Emergency Financial Assistance - due to additional funds for COVID-19 that was received.
 - o Residential Substance Use – only one program funded this year and services were suspended for new clients during COVID-19, FY 2020. This service was not affected in previous years.
 - o Transportation - impacted by COVID-19 since people were not using transportation during the pandemic and agencies began to use other transportation methods such as Uber and agreements with local taxi companies.
 - The Food Bank/Home Delivered Meals was overspent since agencies began to deliver food to clients. There was an increase for this service due to COVID-19.
 - The total Part A award for FY'20 was \$12,556,513; compared to the total award of \$12,156,514 for FY 2021, which included Formula, Supplemental, Supplemental (UOB), MAI, MAI (UOB). The difference between the FY 2020 and FY 2021 was \$399,999 (3.2% decrease).
 - The percent of uninsured individuals within the Ryan White Program in FY'18 was 20%, 19% in FY'19, and less than 17% in FY'20. This is consistent with the Outpatient/Ambulatory Health Services Expenditures, which could be reduced. Clients mainly have Medicaid and Medicare.
 - The committee agreed that based on this data Emergency Financial Assistance, Food Bank/Home Delivered Meals, Medical Transportation, and Oral Health need funding increases.
- Feedback from the Community Forum on the need for a Core Service Waiver in 2022
This item was discussed during the CIA Report.
 - Review the 2021 Funding Stream Analysis to consider the impact of changes in funding streams for priority setting and resource allocation.
 - Support Staff provided a brief overview of funding changes (decrease and increase) that may affect the Priority Setting and Resource Allocation Process. The following was highlighted:
 - o The Overall Prevention and Education dollars decreased by \$500,000 from 2019 to 2020.
 - o The Overall Counseling and Testing dollars decreased by \$230,000 from 2019 to 2020.
 - o The state is merging the prevention, and care and treatment funds into an RFA, which will be released at the end of this month. This change would not affect funding amounts since the approach is just a new model.
 - o The FY 2020 Community Health Workers State Rebate funding is no longer available, therefore the Community Health Worker program is no longer in place.
 - o The Ryan White Part B increased by \$1M in 2020.
 - o The HOPWA formula is changing and being implemented in phases. The HOPWA formula Modernization is changing how the funding will be allocated in terms of the number of people living with HIV within the area. This new formula does not consider people who might have passed away but only the number of living HIV cases in the area. Newark will be impacted. HOPWA provides permanent housing and Ryan White does not fund this type of housing.
 - o SAMHSA awarded different projects of special significance. There are 5-years awards in the Newark EMA dispensing about \$1M per year, starting in 2020 and focusing on serving

special populations, such as racial and ethnic minority women who have a higher risk for HIV and youth and young adults.

- Mental Health and Substance Use funds increased. Six organizations in the EMA received funding, starting in 2019 and ranging from three to five-year awards.
 - The Federal Ending the HIV Epidemic Initiative brought about \$1M in Essex County. The NJ EHE full plan is posted in the [NEMA Website](#).
 - HOPWA has a new funding opportunity for “Housing as an intervention to fight AIDS”.
 - The American Rescue Plan brought funds for rental assistance and other support services in response of COVID-19.
 - The American rescue plan has a component to increase health care access by providing affordability of health coverage through the marketplace. The eligibility requirement is increasing, and premiums are expected to be lower for those who have the plan. People who buy their health insurance plan can receive increase tax credits to reduce their premiums.
- **Considerations for the Priority Setting and Resource Allocation:**
- Increase of Ryan White Part B funds
 - Increase of support to access health insurance, which supports the committee’s conversation on decreasing primary care (Outpatient/Ambulatory Health Services) funds.
- Review the most current Newark EMA Epidemiological Profile to assess impact on the PSRA.
 - Postel provided an overview of the FY 2019 Epidemiological Profile data since the FY 2020 epidemiological data from NJDOH has not been released yet.
 - There was an increase of 4 individuals diagnosed with HIV in the EMA from FY 2018 to FY 2019.
 - In FY 2019, 64% of PLWH were males and 36% were females with a slight decline in female cases. This epidemiologic report contained information from FY 2018 and FY 2019 including ethnicity, age, mode of transmission, by county, 5 cities (Newark, East Orange, Irvington, Elizabeth, Plainfield), and the geographical comparison in New Jersey. The highest mode of transmission is unprotected sex.
 - County Health Officials from Ending the HIV Epidemic reported an increase of Sexual Transmitted Diseases (STDs) in the past year. Risk Reduction is important as well as PrEP for non-HIV partners.
 - Discuss and finalize FY’2022 Minority AIDS Initiative (MAI) priorities
 - The Minority AIDS Initiative (MAI) recognizes the disproportionate impact of HIV on minority populations; therefore MAI prioritizes service categories most needed to support these populations in the EMA. Priority ranking shows the importance for consumers to have this service in the EMA. However, service categories are not funded according to ranking since some service categories have other funding sources.
 - The committee considered CIA feedback during this discussion. However, after some conversations, the committee noticed that the CIA provided input on allocations and not priorities. These recommendations will be considered during allocations. McEniry recommended for the CIA to have a clarification between priorities (services needed regardless of the funds), and allocations (services that need more funds) and provide their input on both.

- The FY 2022 MAI priorities remained the same as FY 2021.
- Draft preliminary ranking and percentages for NEMA-wide Service Categories for FY'2022
 - In consideration of the CIA recommendation and the increased need for Support services in the EMA, a Core Service Waiver Application will be completed.
 - In the Ryan White Part A Allocations worksheet for FY 2022, the committee:
 - Decreased Outpatient/Ambulatory Health Services due to the increase of funds for health insurance from other sources. It changed from 13.15% to 12.75%.
 - Decreased Early Intervention Services because it is consistently underspent. It changed from 0.28% to 0.20%.
 - Increased Emergency Financial Assistance (EFA) since some of the extra funds are no longer available (CARES Act funds). It changed from 2.7% to 2.8%.
 - Increased Food Bank/Home Delivered Meals since food is always needed; food stamps will stop providing pandemic-related additional funds, food prices are going up, and this service category is overspent. It changed from 1.25% to 1.4%.
 - Increased Medical Transportation from 2.5% to 2.6%.
 - Increased Oral Health from 7% to 7.1%.
 - The Recipient was asked to confirm that the recommended percentage provide adequate flexibility within its ranges, and to provide feedback at the next CPC meeting as needed.
 - The committee finished the first draft of the FY 2022 (non-75/25) recommended NEMA-wide allocation percentages. These recommendations will be finalized at the next meeting.

10. Announcements

- The committee will cancel the July 9th meeting if there is no other data available to consider or edits to the Priority Setting and Resource Allocation Report.
- Trinitas will host a counseling and testing day event on Friday, June 25 from 10:00AM until 3:00PM and on Sunday, June 27 from 11:00AM until 4:00PM in honor of the National Testing Day. All are welcome to attend. Gift cards are available for anyone who gets tested.
- The next CIA meeting will be held on June 23 from 5PM until 7PM and will provide information on COVID-19 and HIV, and the NEMA Needs Assessment data.

11. Next Meeting

The next CPC meeting will be held on Friday, June 25, 2021, at 9:30 AM via Zoom.

12. Adjournment

McEniry asked for a motion to adjourn the meeting. Howell motioned to adjourn. Adams-Jarrells seconded. All agreed. The meeting was adjourned at 12:07PM.