

HIV Planning Group Meeting Minutes

August 2020 Virtual Meeting

August 19th, 2020

Meeting held via SKYPE

Because HPG meetings are audio recorded, specific language will only be noted here for:

1. Individuals giving a formal report or specific announcement
2. Individuals requesting to be noted “for the record”
3. Policy and procedure decisions
4. Motions/votes
5. Recognitions, thanks, etc.

Once approved by the HPG as part of the minutes, all recordings will be available on Stophiv.org in the HPG Planning section.

<u>Time</u>	<u>Topic/Discussion</u>	<u>Action</u>
9:00am- 9:10am	<u>Welcome, Meeting Guidelines, and Overview of Skype</u> HPCP	
9:11am- 9:17am	Overview of February HPG Meeting and May subcommittee work HPCP Completed tasks: <ul style="list-style-type: none">• The HPG met to inform and update the committee and guests on developments in HIV prevention and care.<ul style="list-style-type: none">○ Presented updates on news, trainings, and events across the commonwealth so that the HPG, DOH, and HPCP could utilize and disseminate the information to larger stakeholder communities across PA.• The HPG welcomed its new members through orientation.<ul style="list-style-type: none">○ Offered a comprehensive, 2-day orientation that included an overview of the HPG, member roles and responsibilities, membership reflectiveness, HPG Travel, and HIV Surveillance data so that both new and returning members could meet each other, understand HPG processes and tasks, and begin their work advising and driving HIV progress in PA.• The meeting examined the intersection of HIV and high priority health issues, as well as priority setting.<ul style="list-style-type: none">○ The HPG reviewed and discussed how intersectional issues impact HIV and other relevant issues and how the HPG can tackle them. The HPG completed an important clarifying discussion around the path they wanted to take for both intersectional issues and priority setting.	

	<ul style="list-style-type: none"> • The HPG advanced its important work around monitoring and improving the Integrated HIV Prevention and Care Plan through subcommittee work. <ul style="list-style-type: none"> ○ The assessment subcommittee reviewed and furthered their assessments of Housing and Transportation as intersectional topics to create recommendations for monitoring or goals on housing and transportation for inclusion in the new IHPCP. ○ The evaluation subcommittee continued monitoring the progress being made in the state for HIV-related activities in the Plan. This watchdog activity ensures that activities impacting communities and services around the state are continuing and advancing appropriately while also capturing any changes to current activities that need to be included in the next Plan. This is an ongoing activity. • In May 2020, both subcommittees met virtually <ul style="list-style-type: none"> ○ The assessment subcommittee reviewed the status of the Stigma Survey and elected a new Chair and Co-Chair to continue their assessment of stigma in PA and elect leaders for the subcommittee. ○ The evaluation subcommittee discussed electing new subcommittee leaders, and continued monitoring the progress being made in the state for HIV-related activities in the Plan. This watchdog activity ensures that activities impacting communities and services around the state are continuing and advancing appropriately while also capturing any changes to current activities that need to be included in the next Plan. ○ The work of both of these subcommittees is ongoing. 	
<p>9:17am-9:25am</p>	<p><u>August Meeting Goals</u></p> <ul style="list-style-type: none"> • The HPG will share updates on HIV prevention and care and HGP business. <ul style="list-style-type: none"> ○ All HPG members were invited to submit announcements related to updates on news, trainings, and events across the commonwealth so that the HPG, DOH, and HPCP can utilize and disseminate the information to larger stakeholder communities across PA. ○ The HPG will receive an update on the work offered by the HPG Protocols workgroup to maintain transparency with our HPG processes and update them for this unprecedented time. The HPG will have the opportunity to vote on these suggested changes. • The HPG will review advisory opportunities. <ul style="list-style-type: none"> ○ The HPG will review the process for the Clinical Quality Management Plan to fulfill the advisory role of the HPG 	

	<p>and provide meaningful, impactful feedback to the DOH about developing a CQM Plan for PA and improving clinical quality.</p> <ul style="list-style-type: none"> ○ The HPG will review and discuss future opportunities for advancing the needs and experiences of PLWH and at-risk stakeholders related to the ongoing COVID-19 pandemic to advise and assist the DOH and HPCP in these ongoing opportunities to hear from and assist stakeholders. ○ The group will hear from AIDS Free Pittsburgh to discuss the current state of—and further ideas for—furthering PrEP access for Minors in PA. <ul style="list-style-type: none"> ● The HPG will discuss Priority Setting data presentations. <ul style="list-style-type: none"> ○ The HPG will propose discussion and questions around the currently available Priority Setting presentations. Priority Setting is a large, critical, and federally mandated process we need to prepare for incrementally. These presentations will build a foundation for informed and responsible decision making in November 2020 when the HPG sets Ryan White priorities for the state of Pennsylvania and next IHPCP. ● The HPG will continue to monitor and improve the Integrated HIV Prevention and Care Plan through subcommittee work. <ul style="list-style-type: none"> ○ The assessment subcommittee will renew their discussion of intersectional issues for 2020, including stigma, COVID-19, and employment to determine/pursue issues to prioritize for the remainder of the year. ○ The evaluation subcommittee will continue monitoring the progress being made in the state for HIV-related activities in the Plan. This watchdog activity ensures that activities impacting communities and services around the state are continuing and advancing appropriately while also capturing any changes to current activities that need to be included in the next Plan. 	
<p>9:25am-10:08am</p>	<p><u>Announcements</u></p> <p><u>Division Of HIV</u></p> <ul style="list-style-type: none"> ● For questions on Division updates, please contact Marijane Salem-Noll, Division Director at masalemnol@pa.gov ● The Division has created a new section, Monitoring and Evaluation. The scope of this new section is ever evolving. This new section consists of the project officers for the Ryan White Regional Grants, the CMHD grants and the PPAs and the data managers. Joanna Stoms started as the Program Manager for this section in April. 	

- The Department has implemented a hiring and spending freeze. Special permission must be obtained prior to the filling of vacant positions and purchase order spending.
- Bureau staff have been assisting with COVID 19 efforts, including our field staff assisting with case investigation and contact tracing and HIV prevention staff and PEHTI staff assisting with building and expand COVID 19 testing capacity for the Federally Qualified Health Centers (FQHCs) and HIV providers.
- The Division is collaborating with Department of Drug and Alcohol on their State Opioid Response Grant along with Dr. Lauren Orkis, the Department's Hepatitis C Coordinator. This is in the beginning phase of what is hopeful to be a long-term collaboration. The collaboration is focused primarily on education and referral for HIV testing/treatment, PrEP and Hepatitis C, along with Hepatitis A and B.
- The Prevention Public Health Program Manager position is still trying to get filled. We hope to find somebody soon.

Monitoring and Evaluation:

- **For questions on Monitoring and Evaluation contact Joanna Stoms at jstoms@pa.gov**
- Quarterly Monitoring form was approved and distributed to regional contractors.
- We are working with HRSA on technical assistance pertaining to time and effort. This request is pending due to a change of project officers. The Division will monitor this request
- In the process of finalizing the hiring of an individual to fill the vacant Public Health Program Assistant Administrator.
- The Ryan White Part B regional grantees were notified that HRSA has waived the annual on-site monitoring until such time specified by HRSA and the Department. The Division will continue to monitor expenditures and back up documentation to ensure proper invoicing.
- Renewal process has begun for all Ryan White Part B and County Municipal Health Department (CMHD) grants. Current contracts expire June 2021.
- Monitoring of the CMHDs will be virtual. The Division is still reviewing the final format and content and will notify the Community Municipal Health Departments when finalized.
- The PPAs will be monitored internally using data to review performance in lieu of an on-site monitoring visit that would have occurred in the Spring. A report will be issued to the PPAs delineating how they met the PPA performance measures.
- Hiring process has started for the Public Health Program Assistant Administrator.

- Budget Revision Rollovers have begun for the federal funds in the CMHD grants from SFY 19-20; into SFY 20-21.

Care Section:

- **For questions on Care please contact Cheryl Henne at chenne@pa.gov**
- Our new HRSA Project Officer Cara Kenney has been deployed to assist with the COVID Pandemic. Amy Griffin has been assisting us in her absence, however, she has received a promotion which goes into effect August 3, 2020. As of Monday, August 3rd, Kelli Abbott will cover until Cara Kenney returns from her deployment.
- Pennsylvania's Ryan White program received CARES Act funding for COVID-19 response. The amount of the award was \$1,241,682 for which the bulk (approximately \$1,000,000) was contracted to AACO due to the reporting requirements associated with these funds. The DOH then in turn distributed additional rebate funds (approximately \$1,000,000 collectively) to each of the remaining six regional grantees to ensure the availability of resources necessary to provide services and direct support for Ryan White eligible clients through the COVID 19 pandemic.
- On Monday, August 3rd Michelle Schlegelmilch joined the Pa. DOH Care team as the new Clinical Quality Management Coordinator. She comes to us with a master's in health care administration, and experience as a nursing home administrator and has lead quality management activities, she is also trained in and completing the SYGMA SIX Lean process. We are pleased to welcome and add Michelle to the team.
- As of, July 30, all HRSA required reports to close out the 2019 Ryan White grant year have been submitted by program. Comptroller completes the FFR (Federal Financial Report) which was also due. The Carryover request for any unexpended grant funds will be submitted by August 29th.
- HRSA's National Ryan White Conference was held virtually, August 11 – 14th. Registration closed on July 31,2020 with an unprecedented over 6000 attendees throughout the sessions.

HOPWA

- **For questions on HOPWA please contact Joanne Valentino at jvalentin@pa.gov**
- Currently, there are many individuals on the Section 8 waitlist. However, recently Bucks county has found the **811 program another county housing program**, providing housing services for disabled individuals. Bucks County has been successful in moving some individuals from the TBRA HOPWA Program to the

Section 811 Program. All regions are continually asked to look at alternative opportunities for housing.

- HUD has provided additional housing funds to Pennsylvania as a result of the CARES Act for individuals impacted by the COVID-19 pandemic. We have received \$448,022 in additional funding. This funding was disbursed across the jurisdictions for which the state holds HOPWA Housing responsibility. (Not including Pike County, and the BenSalem EMSA). Additionally, waivers have been implemented to ease enrollment burdens that might require face to face interactions. These are temporary measures that would have to be reconciled once lifted.

Prevention Section

- **For questions on HIV Prevention updates please contact Marijane Salem-Noll, Division Director at 717-783-0572 or masalemnol@pa.gov**
- Started ARTAS and HNS on July 1st, Michelle Rossi is available to answer questions if anyone has any the first HNS report is due on August 15th
- The CDC Annual Progress Report is due September 16th. This is a report of HIV Prevention and HIV Surveillance activities from January 2020 through June 2020 as well as the application for continued funding for 2021.
- The Division is soon ready to launch our HIV Home Testing Initiative through a partnership with the Pennsylvania Expanded HIV Testing Initiative at Penn State and with the HIV Prevention and Care Project at the University of Pittsburgh.
- The Division has finalized two Mental Health trainings and will be piloting one of them for a select audience. There'll be two trainings, Mental Health Awareness and Suicide Prevention. Both will be offered virtually and in person (when appropriate).
- The STD to PrEP Demonstration Project, a collaboration between the Department, University of Pittsburgh, and the Allegheny Health Department officially launched August 3, 2020.
- The Divisions of HIV Disease and STD/TB sent guidance to the County Municipal Health Departments (CMHD) regarding the provision of services during the COVID 19 pandemic. The primary focus of the guidance was to ensure services continued to be offered in some capacity to individuals at high risk for infection.
- The Divisions of HIV Disease and STD/TB sent guidance to our Participating Provider Agreements (PPA) regarding resuming HIV and STD outreach and non-healthcare testing, clinical services and PrEP services while following the Governor's re-opening guidance and any applicable Pa. Department of Health or CDC guidance.

- The Division is working with the University of Rochester to host a PrEP institute in November/early December. We are looking for stakeholders in TelePrEP to participate planning if anyone is interested please contact Michelle Rossi microssi@pa.gov

Special Pharmaceutical Benefits Program (SPBP)

- **For questions on SPBP please contact John Haines at c-johaines@pa.gov**
- The last SPBP Advisory Council meeting in 2020 will be held on Thursday, October 29, 2020 at 10:00 a.m. This is normally an in-person meeting but will most likely be held as a conference call.
- There were some staffing changes within SPBP, Sean Hoffman, Data Manager has left SPBP and we are looking to change the position to a Program Analyst. All other positions in SPBP are currently filled.
- The SPBP Covered Drug List and the SPBP Pharmacy Network List were both updated on the SPBP website effective July 1, 2020. The SPBP also added a link in the top right corner of the SPBP website (www.health.pa.gov/spbp) for the SPBP Listserv signup for anyone interested in receiving SPBP related emails and program notices.
- The onboarding process for case managers to access SPBP's online enrollment system (MRx Enroll) began January, 2020. If additional case managers and case management agencies would like to get access to MRx Enroll, send an email to SPBP@pa.gov for enrollment information or assistance. The next upgrade to the MRx Enroll system will be to provide access for the administrator & backup administrator at each agency to be able to add new case managers or remove case manager access for their facility within MRx Enroll. The SPBP is also working on an upgrade to MRx Enroll for internal staff to integrate two separate systems (Imaging and Unix) into MRx Enroll for ease of use of staff.
- The SPBP is working to implement a process to perform Medicaid back-billing through a void/rebill process with pharmacies. The next steps to complete are the addition of the Medicaid ID to file match expected by August 2020 and completing contract changes internally to add additional funding for our insurance recovery vendor, HMS, to handle the void/rebill process with pharmacies.
- The SPBP implemented a few temporary policy exceptions/changes during the coronavirus pandemic that include the removal of early refill limits, the acceptance of paper applications with signatures from providers or case managers on behalf of client, and SPBP is not counting COVID stimulus checks or the additional \$600 in unemployment compensation against the income limits for client enrollment.

Epidemiology

- **For questions on Epidemiology please contact Monisola Malomo at momalomo@pa.gov**
- The 2019 HIV surveillance data has been processed and the annual report will be made available as soon as the approval process for publication is completed
- Regional profiles will be made available to all regions as soon it is completed and approved for distribution

Priority Setting

- **For questions on Priority Setting please contact Maura Bainbridge at MAB630@pitt.edu**
- Priority Setting is still scheduled to happen online. Materials are in the process of being approved. Keep an eye out for the forthcoming announcement and advertising materials, as the turnaround time for survey responses will be quick! Again, we will rely on everyone to spread the word and help folks make their Ryan White Part B priorities known

HIV Prevention and Care Project (HPCP)

- **For questions on HPCP please contact David Givens at dlg3@pitt.edu**
- Congratulations to Dr. David Givens, whose promotion to faculty within the Department of Infectious Diseases and Microbiology became official in July!
- **Capacity Building:** The schedule of the next few months of virtual capacity building trainings, including our new Social Determinants and Health Equity training, are available at <http://stophiv.com/index.php/training-and-registration/upcoming-trainings>
- **HIV Self-Testing Program:** In partnership with the Pennsylvania Expanded HIV Testing Initiative (PEHTI), we have approvals in place for this program, so stay tuned for options for directly requesting HIV self-testing kits!
- PEHTI and Pitt are meeting weekly to continue this process.

Philadelphia Department of Public Health (DOPH)

- The Philly DOPH AIDS Activity Coordinating Office, with CARES funding, will pay for rental costs over a specified number of months to assist persons living with HIV who have been impacted by COVID-19 and related loss of income.
- Eligible applicants are individuals with HIV currently occupying unsubsidized rental units in the Philadelphia eligible metropolitan area, including Bucks County, Chester County, Delaware County, Montgomery County, and Philadelphia County in PA. Burlington,

	<p>Camden, Gloucester, and Salem counties in NJ are also eligible. Individuals do not have to be diagnosed with COVID-19 to apply. This program is administered by the Public Health Management Corporation (PHMC) in coordination with their Emergency Financial Assistance (EFA) program. Payments cannot be made directly to approved applicants and will be made to the landlord of the rental unit.</p> <ul style="list-style-type: none"> • Under this program, the first grant may cover up to three months of forward rent, not to exceed \$2,500 for the three month period. Mortgage payments are not covered. Approved applicants will be reassessed after the initial 3-month period and may be eligible for additional payments of up to \$2,500 for an additional three months. No individual may receive more than \$5,000 over a six-month period. • Applicants must rent a house in the EMA, have a valid lease signed by the landlord, have a Ryan White certification card, be actively enrolled in HIV medical case management, have a gross household income not to exceed 500% of the federal poverty level (\$36,800 for one person, with another \$22,4000 per household member), certify that they are experiencing a COVID-19 related loss of income, and may not live in public housing or receive any other public rent assistance (such as HOPWA or Section 8 housing). Preference will be given to those on the HOPWA wait list. • If there is an individual without medical case management services, you can request management services by calling the AAECO AIDS Activity Coordinating Office Client Services Unit at 215-985-2437. <p><u>Announcement from HPG Community Members</u></p> <ul style="list-style-type: none"> • Liza Conyers – she is on the State Vocational Rehabilitation Board. In the last meeting, the state OBR office announced they have a job retention policy now. If an individual is in threat of losing their job, if not provided with specific goods or services in the very near future, that would enable the individual to retain their employment. This group serves individuals with disabilities and those with HIV can qualify, either under HIV or associated co-morbid mental health or other kinds of impairments. If you are employed and currently at risk of losing your job due to your disability, you wouldn't be put on the waiting list and would have an accelerated review. If it's deemed OBR can do something for you, services can be provided to make a case for you. 	
<p>10:08am-10:18</p>	<p><u>COM Survey: Report and Discussion</u> HPCP and Ja'Nae Tyler</p>	

10:23am- 10:47am	<p><u>COVID-19 Listening Post: Update and Discussion of Future Directions</u> HPCP and HPG</p>	
10:47am- 11:04am	<p><u>Remote meeting updates to the HPG Protocols</u> HPG Protocols Workgroup</p>	
11:05am- 1:00pm	<p><u>LUNCH BREAK</u></p>	
1:00pm- 2:45pm	<p><u>Evaluation Subcommittee Breakout Summary</u></p> <p>IHPCP and Activity Recommendations</p> <ul style="list-style-type: none"> • Recommendations for the IHPCP as it relates to Activity #27 <ul style="list-style-type: none"> ○ Update wording to reflect the change from “data sharing agreement” to “data to care” ○ Clarify data indicators (what data is being collected, how it is being collected) • Recommendations for the IHPCP as it relates to Activity #31 <ul style="list-style-type: none"> ○ Consider other data indicators that may be more directly impacted by the activity (post-test evaluation on health literacy?) • Recommendations for Activity #31 <ul style="list-style-type: none"> ○ Take a look at survey from Project TEACH ○ Request a summary report of data from surveys • Recommendations for Activity #35 <ul style="list-style-type: none"> ○ Receive a stigma Survey presentation to better understand how stigma prevents MSM from seeking HIV care • Recommendations for the IHPCP as it relates to Activity #36 <ul style="list-style-type: none"> ○ Consider other data indicators that may be more directly impacted by the activity (# of trainings, # of organizations who utilize trainings, etc.) • Recommendations for Activity #36 <ul style="list-style-type: none"> ○ Consider adding an anti-racism lens to trainings (reach out to other organizations in Pennsylvania about their work [MAAETC, Philadelphia FIGHT]) ○ Consider offering organizational equity assessments, either as part of or in addition to trainings ○ Encourage holding organizations accountable for reporting and equity standards ○ Look into offering Continuing Education Credits as a way to increase attendance 	
3:00pm- 4:45pm	<p><u>Assessment Subcommittee Breakout Summary</u></p> <p>Employment Ad hoc Group</p>	

- Liza proposed the formation of an Ad hoc group regarding the obstacles and concerns surrounding employment during these difficult times
 - The subcommittee decided to take this to the larger body and put it to a vote.
 - The HPG decided that the Employment Ad hoc group will be formed. HPG members will receive an email asking for volunteers
 - This group will meet outside of the regular HPG meetings and report their discussions at the HPG during subcommittee reports

Stigma Survey Update

- A second wave of the stigma survey was rolled out in the beginning of September
- The survey now includes residents of Philly

Assessment Subcommittee Functions

- A summary of the key functions of the Assessment Subcommittee was given for the newer members who have not yet selected a permanent subcommittee
 - The key functions are:
 - Review and, if necessary, recommend revisions to the IHPCP document
 - Members may make recommendations based on presentations given at that current HPG meeting, or continue discussion on a topic from the previous meeting
 - Conduct any needs assessments that the larger HPG body deems necessary
 - The HPG has recently determined to focus on stigma, thus a stigma needs assessment was born
- Subcommittee times will be happening at the same time beginning in the November meeting, so it is important for members to select the subcommittee they'd like to be part of

COVID Discussion

- There was a brief discussion about the current barriers PLWH are facing as a result of the pandemic
- This discussion will be continued in November

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<u>Time</u>	<u>Topic/Discussion</u>	<u>Action</u>
9:00am- 9:05am	<u>Greeting and Recap</u> Mari Jane Salem-Noll HPG Division Co-Chair	
9:05am- 9:16am	<u>Any new HPG Announcements or Questions</u> Division and HPG Members <i>Full announcements will be compiled and distributed as a flier in advance</i> <u>Division of HIV</u> <ul style="list-style-type: none">• Office phone number: 717-783-0572. If the clerk typist does not answer, it will bounce three times to someone else. <u>SPBP</u> <ul style="list-style-type: none">• Does cover health insurance premiums for Medicare part C and part D plans that have agreements with them. Not for any commercial health insurance plans. Really, they mostly cover individuals in Medicare.• Certain regions do cover insurance premiums for individuals through their Part B grant funding <u>Announcements from Community Members</u> <ul style="list-style-type: none">• <i>Clint Steib</i> – Tuesday August 19th was the 30th anniversary of The Ryan White Care Act. Yay!• <i>Mike Hellman</i> – My Community Voices has been doing an HIV and Aging weekly blog. If you have any clients who might be interested in it, it is based on the state’s benefits and rights for older Pennsylvanians. The blog has a lot of HIV info but also benefits and resources older Pennsylvanians can get outside of the HIV services. Go to www.mycommunityvoices.org to take a look.	

	<ul style="list-style-type: none"> • <i>Liza Conyers</i> - ... Pharmaceuticals is going to hold a national virtual convening meeting on HIV and Unemployment. It is designed to have leading HIV advocates, researchers, and policy makers come together and discuss the issue. It will be done virtually in January with a report due in September 2021. 	
9:16am-10:28am	<p><u>AIDS Free Pittsburgh PrEP for Minors Discussion</u> AFP and HPG</p>	
10:28am-10:33am	<p><u>BREAK</u></p>	
10:33am-11:16am	<p><u>Priority Setting Presentations: Recap & Interactive Discussion!</u> HPG, Division, HPCP (David Givens) <i>Presentations were pre-recorded and distributed for viewing in advance</i></p>	
11:16am-11:49am	<p><u>Subcommittee Reports</u> HPG Subcommittee Chairs <i>(see reports in Day 1 subcommittee sections)</i></p> <ul style="list-style-type: none"> • HPG approved an ad-hoc subcommittee to review the intersectional topics of HIV and Employment • Liza Conyers will head and convene this group • HPCP will provide a staff member to help facilitate these meetings • This group will also have to report back to the steering committee 	
11:49am-11:53am	<p><u>Next Steps and Adjournment</u> Mari Jane Salem-Noll HPG Division Co-Chair</p> <ul style="list-style-type: none"> • Marijane Salem-Noll adjourned the meeting 	Detailed summaries will be emailed to all members/attendees