

HIV Planning Group Meeting Minutes
 Best Western Premier Central Hotel and Conference Center
 800 E. Park Drive, Harrisburg, PA 17111
 January 16th, 2019

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.

Topic/Discussion	Action
Call to Order: Michael Hellman called meeting to order	Meeting commenced at 9:02am
<p>Introductions: HPG Members, staff, and guests introduced themselves.</p> <p>Members Present: Sonny Concepcion, Liza Conyers, James Davis, Miriam Degroat, Courtney Franklin, Michael Hellman, Ella Kaplan, Teresa Lowery, Leah Magagnotti, Shannon McElroy, Daphne Parker, Robert Pompa, Atticus Ranck, Roy Spearman, Clint Steib, Dane Stratford, Greg Valdisera, Michael Witmer</p> <p>Members Absent: Dominique Carollo, Sharita Flaherty, Steven Nazario, Herman Wilson</p> <p>Planning Partners Present: Abby Zang (Drug and Alcohol), Nicholas Slotterback (Education), Aerielle Waters (Health Equity), Bonnie Krampe (HIV Surveillance), Joanne Valentino (HOPWA), Shirley Murphy (MAAETC), Nicole Risner (Medical Assistance), Doris Gascot (OMHSAS/Mental Health), Sharron Goode-Grant and Greg Seaney-Ariano (Philly RW Part A Grantee), John Haines (SPBP AC), Kris King (STD Program), Jamie Durocher (TB Program), Lauren Orkis (Viral Hepatitis)</p> <p>Planning Members Absent: Corrections, Philly HIV Planning</p> <p>Department of Health Staff: Kyle Fait, Cheryl Henne, Marijane Salem-Noll, Jonathan Steiner, Jill Garland, Ja’nae Tyler, Katina Blair, Michelle Rossi, Christine Quimby, Carma Solomon, Marion Clea, Sean Hoffman, Godwin Obiri & Monisola Malomo (HIV Surveillance)</p> <p>University of Pittsburgh Staff: David Givens, Sarah Krier, Brian Adams, Corrine Bozich, Michael Zolovich</p> <p>Guests: Kim Wentzel (DHS), Madra Clay (DCED), Michelle Clarke (MMP), Jeremy Sandberg (PEHTI), Ann Ferguson & Howell Strauss (AIDS Care Group)</p>	9:02am to 9:08am

<p><u>November Meeting Summary</u> David Givens (HPCP)</p> <p>The objectives of the November meeting were:</p> <ul style="list-style-type: none"> • To inform and update the committee and guests on DOH and HIV prevention and care-related news, trainings, and events across the commonwealth. This included novel programs like the DOH HIV Cluster Response and Community Participation and PA’s Medical Marijuana Program. • For the committee to receive and provide feedback on the latest NASTAD Planning Report. This update contained information on best practices for Integrated Planning across jurisdictions nationwide, and Co-Chairs Mike Hellman and Jill Garland represented PA and the HPG in these proceedings. • To advance the HPG’s development and evaluation of the Integrated HIV Prevention and Care Plan through: <ul style="list-style-type: none"> ○ the evaluation subcommittee’s work on the progress that is being made completing the activities listed in the plan, and ○ The assessment subcommittee’s work finalizing and voting on recommendations for improving the plan and implementing a needs assessment to inform the next plan. ○ Finalizing and reviewing the HPG’s 2019 workplan • Important procedural items that help the HPG perform its work, including an HPG Form and Function presentation about how the HPG will operate and how the Protocols should be updated. <p>Between the meeting on Nov. 14th and the virtual meeting on Dec. 7th, all these objectives were met successfully.</p>	<p>9:08am to 9:10am</p>
<p><u>Approval of November Meeting Minutes</u></p>	<p>9:10am to 9:12am Motion to approve: Sonny Concepcion</p> <p>Second motion: Rob Pompa</p>
<p><u>Agenda Review & Meeting Objectives</u> Mike Hellman (Community Member)</p> <p>The objectives of the January 2019 Meeting are:</p> <ul style="list-style-type: none"> • To inform and update the committee and guests on HIV prevention and care-related news, trainings, and events across the commonwealth. • To welcome and orient new community members to the HPG and its processes, and to help members get to know one another! • For the committee to review overviews of the operations of the Division of HIV Disease, the HIV Surveillance program, and the basics of Epidemiology. These overviews aid in orientation and also form the 	<p>9:12 to 9:15am</p>

<p>background and parameters for much of the HIV planning process and the Integrated HIV Prevention and Care Plan.</p> <ul style="list-style-type: none"> • To advance the important work of the HPG around the Integrated HIV Prevention and Care plan through: <ul style="list-style-type: none"> ○ the assessment subcommittee’s work planning for 2019, working with the statewide stigma survey, and discussing intersectional planning ○ The evaluation subcommittee’s ongoing work measuring the progress being made in the state for HIV-related activities in the Plan. 	
<p><u>Announcements/Updates</u></p> <p>Division of HIV Disease, DOH</p> <ul style="list-style-type: none"> • Jill Garland (Division Director): <ul style="list-style-type: none"> ○ Governor Wolf reelected for second term <ul style="list-style-type: none"> ▪ Renewed Opioid Disaster Declaration for the third time ○ Department of Drug and Alcohol Programs (DDAP) <ul style="list-style-type: none"> ▪ Have a series of Licensing Alerts that go out to licensed substance abuse treat providers to fill them in on their requirements ▪ There is a licensing alert that outlines all of the minimum requirements for HIV training for staff and treatment facilities <ul style="list-style-type: none"> • Hasn’t been updated since the 90’s • We have been asked to help provide updates. We are working on sending our final recommendations to them and welcome any input you have. • We have also expressed an interest in helping them to develop what the actual training looks like • Marijane Salem-Knoll (Prevention Section): <ul style="list-style-type: none"> ○ Received technical review on 2019 application for The Integrated HIV Prevention and Surveillance Grant <ul style="list-style-type: none"> ▪ Dr. Obiri and her are working on revising the budget and responding to the CDC’s technical review ▪ Due February 1st ○ Will also be working on the end of the year report <ul style="list-style-type: none"> ▪ Waiting for the CDC’s template ▪ Will hopefully have feedback at the next meeting ○ Looking to expand what Capacity Building trainings we can offer to the field of prevention and care <ul style="list-style-type: none"> ▪ Will be hiring a Capacity Building Coordinator to direct this activity 	<p>9:15am to 10:15am</p>

- Jonathan Steiner (Testing and Partner Services):
 - Testing- updated HIV test form for non-clinical HIV testing. Began January 2nd
 - Coincides with data collection and CDC's evaluation database
 - No negative feedback, so far
 - Katina and him attended a "Testing Together" seminar in NJ
 - For couples who are engaged in sexual activities
 - We do not promote this much in PA. May promote it down the road
 - Partner services data collection template for 2019 is almost complete
 - Trying to work with HIV testing reporting for our CDC reports
 - Getting our second half 2018 data ready to send to CDC in March
 - PEHTI- working with Division of Viral Hepatitis to integrate HIV and HCB testing
 - Will also work with them on sites involved with Hepatitis A uptick, particularly southwest and northeast
 - Webinars available- done by PEHTI in conjunction with MAAETC
 - Foer expanded HIV testing and opt-out HIV testing
 - Stay tuned for a "How to Bill for HIV Testing" webinar coming soon
- Michelle Rossi (PrEP Coordinator)
 - Participating Provider Agreements (PPAs)⁹
 - Allow our providers to do labs and office visits for PrEP startup and follow up for un-insured individuals
 - Would still require Gilliad assistance
 - Demonstration project in Allegheny County-
 - Looking at STDs recidivism data- numerous STDs and linking individuals to PrEP
 - Working with Pitt on this
 - In final stages before it's a go
 - Working with Drug and Alcohol providers to try and provide education and get ahead of any potential uptick in HIV among Injection Drug users
 - Trying to expand HIV navigation services across the state to all of our providers, not just county and municipal health departments
- Katina Blair (Capacity Building)
 - Wrapping up site visits for county municipal health departments and preparing for our PPA site visits for the spring
 - Planning our 2019 field staff meeting for May
 - Planning PPA meeting/training in June

- Ja’Nae Tyler (Data to Care Coordinator)
 - Ended first Data To Care pilot earlier this month
 - Compiling results and looking if any changes need to be made to the protocol or the process before we roll out
 - Might be able to give a deeper overview of the findings in March
 - We are currently in conversation with other jurisdictions to prepare them for the rollout- be on the lookout

- Cheryl Henne (Care Section):
 - Care
 - Clinical Quality Management Coordinator- selection made. Coming soon!
 - Heading into ADR season:
 - These are reports due to federal funders that provide details on services that have been provide and funding amounts
 - Ryan White (RW)
 - A lot of the staff got to attend the RW Conference in DC before the holidays
 - Two of PA’s poster presentations were accepted: one for SPBPAC and one for the LGBTQ+ workgroup that the state has
 - Great chance to learn new information and have existing information reinforced
 - This fall, we will have a site visit from our federal funders

- Christine Quimby
 - RW part B service standards and guidelines finalized last April
 - RW conference informed us that they should be updated annually
 - Currently putting together a process for updates and sub-recipient/consumer input

- Joanne Valentino (Housing Opportunities for People Living with AIDS: HOPWA):
 - Both annual progress reports due soon- one goes to HUD and one has to go to the Department of Community and Economic Development because HOPWA is part of their consolidated plan
 - Government shutdown
 - HUD is closed. HRSA is not
 - Once an invoice is submitted from HOPWA, the state pays from state dollars and then we go to HUD to get reimbursed

- Joanne and HOPWA have 2018 money- over \$3 million. Plenty of money for now
 - Jill Garland
 - We received RW and CDC grants before the government shutdown- we will keep an eye on this as time progresses and see if it impacts HOPWA
- John Haines (Special Pharmaceutical Benefits Program):
 - Online enrollment system- almost ready to go
 - Still need to train Staff
 - Looking to release on Tuesday February 12th
 - Paper apps will still be offered- would like to move as many as possible to the online process
 - Will be giving access to case managers to access their eligibility, applications, etc.
 - New phone system to replace old one
 - Will give customer service reps additional info, like pop up screens to show who is calling and information about the client
 - Drug formulary updated
 - Two medications now added: Pifeltro and Delstrigo
 - List on site will be updated soon to include these drugs
 - SPBPAC conference call on January 24th from 10am-12pm

Epidemiology

- Dr. Godwin Obiri
 - Annual report approved and submitted to members. It is on our website.
 - Will start working on this year's annual report after March
 - Epi Profile currently being put together- close to finishing, hopefully done in the next few weeks
 - Recommended change to report all CD4 viral loads
 - Secretary of Health approved recommendation, moved to governor's office
 - Process is moving along. Hope to hear something more definitive soon.
 - Request to access Medicaid data- moving forward
 - Meeting last month brought up some legal questions that Jill and Godwin had to answer
- Dr. Monisola Malomo
 - Comprehensive profile done every five years is in approval right now
 - Last one was in 2013

Pitt

- Dr. David Givens
 - Working on proposal for some regional planning meetings with Kyle and the Division
 - We are entering next phase of five-year stakeholder engagement plan, which corresponds with these townhall meetings
 - We do audio record these meetings for minutes
 - If there's something you want changed or want to add, let a Pitt staff member know. We want to make sure you are accurately represented
 - These minutes and announcements go out in a condensed bulletin to stakeholders across the state
 - Minutes are public documents
 - Testing out new mics and sound system- please bear with us as we work out the kinks
 - Please let Pitt staff know if any of your contact information is wrong

Philadelphia Area:

- Greg Seaney-Ariano
 - Beginning to review applications for Medical Case Management services and transition to using our standard and comprehensive medical case management services model
 - Philadelphia Department of Public health issued an advisory a few months back on the increase in new HIV diagnoses among IDUs
 - Officially identified as a new trend
 - Working with our health department's STI, Immunization, Viral Hepatitis, and Opioid programs as well as the Office of Homeless Services, Police Department, Department of Behavioral Health, and CY Intervention to coordinate services
 - Worked with State Department of Health and Family Services in Delaware to coordinate testing in an identified area outside of Philly
 - Beginning to cross train prevention field staff as HIV testers
 - Revising curriculum
 - Integrating one of the state's online HIV basics training into it
 - 2017 HIV surveillance report has been released
 - Greg's last HPG
 - Sharron Goode-Grant will be replacing him
 - Greg will miss everyone
 - Please get to know people outside of the meetings as much as possible

Community Members:

- Mike Hellman:
 - Was invited to apply for a conference slot for Johnson and Johnson for people who have an online presence- will see what happens
 - Through My Community Voices
 - We've come very far with HIV care. We should all be very proud.

Planning Partners

- Shirley Murphy (MAAETC):
 - Two new products- pocket guide for trans men and trans women. Please get into touch with them if you want some.
 - Public benefits two day training- will hopefully be on April 10th/11th in Harrisburg, and May 16th and 17th in the northwest
 - This is the end of our fiscal year and grant year
 - We have applied for our grant- we are hoping to receive news of that shortly. Very confident they will be around for another 5 year grant cycle
- Jamie Durocher (TB Program)
 - Welcome to the new members
 - Small cluster of TB cases in Philly among those who are homeless and struggling with addiction- situation still unfolding
 - Nationwide, about 6% of those positive with HIV also have a latent TB infection
 - CDC does recommend that a person tested for HIV be tested for TB, and vice versa. It can be devastating when a person has both.

Guests

- Michelle Clarke (PA Medical Monitoring Project)
 - Have a new project officer
 - PA MMP met our benchmark
 - Our next benchmark for this coming year is April 15th
 - Need to find 20 more people to talk to on the list
 - People on list are randomly selected from surveillance
- Lauren Orkis (Viral Hepatitis Prevention Coordinator)
 - Will be working on enhanced surveillance hopefully in the near future and establishing a new stakeholder group, as well as facilitating partnerships both internal and external to the DOH
 - Will be working on education efforts throughout the state as well as with Jeremy Sandberg on Integrated HIV/HCV Testing across the state
- Madra Clay (Homelessness Program Manager for PA Department of Community and Economic Development)
 - Have three total projects
 - Have two housing programs in our office that are project based

<ul style="list-style-type: none"> ▪ Home Investment Partnership- allows for creation of decent affordable housing for low and very income families. Receives \$21 million a year. Very competitive program. ▪ Community Development Block Grant- non-competitive entitlement program since they do not have to compete for funds. Not less than 70% of the funds for this program must be used for activities that benefit low to moderate income persons. Approved activities must be directed towards neighborhood revitalization, economic development, and improved community facilities. Receives \$40.5 million a year. ○ Other project we have is service based <ul style="list-style-type: none"> ▪ Emergency Solutions Grant Program- very competitive. Receives \$5.5 million a year. Sued to assist individuals or families to gain stability in housing after experiencing a health crisis or homelessness. ○ All programs are designed to have maximum impact on communities who are low income or homeless 	
<p><u>Break</u></p>	10:15am to 10:30am
<p><u>History of the HPG</u> Dr. David Givens</p>	10:30am to 10:55am
<p><u>HPG Member Roles, Responsibilities, & Membership</u> Mike Hellman</p>	10:56am to 11:14am
<p><u>HPG Icebreaker</u></p>	11:14am to 12:01pm
<p><u>Lunch</u></p>	12:01pm to 1:15pm
<p><u>HPG Icebreaker (cont.)</u></p>	1:15pm to 1:30pm
<p><u>Subcommittee Overview & Workplans</u> Clint Steib and Rob Pompa</p>	1:30pm to 2:00pm
<p><u>Subcommittee Breakouts</u></p> <p><u>ASSESSMENT SUBCOMMITTEE</u> Subcommittee Changes</p> <ul style="list-style-type: none"> • Sarah Krier is going to be the PI for the demonstration project for STD to PrEP, so she will have to take a step back from the subcommittee for a few months <ul style="list-style-type: none"> ○ You will still see her around, and she will still be leading our efforts with the stigma assessment 	2:00pm to 3:35pm

- David Givens will be working with Corrine Bozich to support the subcommittee for the coming year

Suggested Plan Modifications

- The subcommittee reviewed the list of suggested plan modifications that was made within the past year and discussed the process of further specifying these changes
 - Subcommittee ultimately decided that the list of suggested modifications was good as is and needed no further “deep-diving”
 - The HPCP will be writing the specific language pertaining to these modifications to be added into the IHPCP. The HPCP will then bring this language back to be reviewed and approved by the subcommittee
- The subcommittee will continue to make recommendations to the Plan, and review recommendations made by the Evaluation Subcommittee, throughout this next year
- The subcommittee will be discussing further recommendations to the plan based on the HPG’s intersectional planning topics (racial disparities, housing, and transportation) throughout the rest of 2019.

Stigma Assessment

- The HPCP has information about the NJ HPG, which claims to be the first state to ever do a statewide assessment of stigma related to HIV. The HPCP also has info on some Philadelphia focus groups, which touch on HIV-related stigma
 - Corrine has prepared a presentation planned for the second day of the meeting
- For new members who don’t know, our subcommittee decided that our focus needed to be on stigma, so we’ve been creating an assessment surrounding stigma, with the help of Sarah, Corrine, and the rest of the HPCP, to influence what we do next. The subcommittee has chosen to focus specifically on stigma in the healthcare setting for this assessment.
 - The survey will be distributed primarily through SPBP, who has over 5,000 PLWH over 18 years-old, outside of Philadelphia. Letters will be sent via snail mail
 - The survey asks questions to measure different dimensions of stigma: internalized stigma, perceived/anticipated stigma, enacted/actual experiences of stigma
 - We are focusing on 5 different types of healthcare providers: case managers, front desk staff, medical care team members (includes nurses and med techs), HIV doctors, and non-HIV doctors
 - This survey merges 2 different validated scales of stigma and discrimination
 - Survey is administered online
 - \$20 amazon gift cards will be given as incentives

- Even if they don't have permanent address, there are Amazon pick-up locations
- Assessment Updates
 - Spanish translation is done, and money is procured. Final approval is the final step. We can hopefully have the survey rolled out in February
 - This rollout could potentially coincide with the rollout of the online SPBP application
 - Findings will be presented to the subcommittee, then presented to the larger group
 - After findings are presented to the larger group, our subcommittee will be in discussions over recommendations to the Plan, as well as future interventions/anti-stigma campaigns, that will then be presented to the large group
- Assessment Discussion
 - Will it be rolled out through SPBP only or will there be other opportunities to get the link out?
 - To start, we'll do a control through SPBP, with the only addition being through Data to Care as it rolls out across the state
 - Possibly in the future, we can get the link out through other resources to ensure as much representation as possible
 - Suggested Edits
 - Gender identity question
 - should change "choose one" to "choose all that apply"
 - "Other" option throughout the survey
 - Should change wording— "something else," "something not specified," etc.
 - Sexual identity question
 - Says "choose all that apply" but should be changed to "choose one"
 - Dropdown list in 2a/2b, etc.
 - Add homelessness
 - Should word it as a term other than homelessness (ex. housing status)
 - Add citizenship/national origin
 - Remove "Gender" option and just have "Gender Identity." We don't need both
 - Get rid of parentheses by "Gender Identity"
 - Add a "you are not a robot" verification
 - Survey access
 - Since this is an online survey, how can we ensure that people have access to computers?

- Places that provide service sometimes have computers that people can use
- Libraries are also an option
- Could include options in the SPBP letter
- Could it possibly be administered in a clinic setting?
 - A lot of the questions are geared toward people who work in clinical setting. There's a concern that participants may not be as forthcoming
 - Perhaps instead having a peer navigator with a tablet
- Disbursement
 - Letters will be mailed out on our behalf by SPBP with the survey link. The letter will not mention anything about HIV to maintain discretion
 - Participants will need an email address to redeem their incentive
- How to ensure people aren't doing survey more than once
 - Can generate unique, one-use only links on Qualtrics
 - Could utilize their SPBP number
 - But it is traceable
 - Could use only part of the number with favorite color, etc. to create unique identification
 - Ultimately, there's no way to prevent this completely. We need to accept that this will happen. We should still ask participants to complete survey only once in the SPBP letter

Work Plan

- The subcommittee reviewed and finalized the workplan for 2019
- We need to discuss how we want to continue our work between, HPG meetings—conference calls, WebEx etc.

January 17th

- Due to weather concerns, subcommittee time was eliminated from the agenda for day 2.
- HPCP will be in touch with all members to schedule conference call/WebEx for March or April, based on member availability

EVALUATION SUBCOMMITTEE

Activity 38

- Full reporting is not necessarily an obtainable goal at this point, but we are working towards it.
- Recommendation: approve the highlighted language that basically states the goal is not achievable as of right now with incomplete data reporting. From the data we have, we want to increase the percentage of African Americans

<p>with undetectable viral loads from 37% to 57% across all of PA by 2021. We will word the goal as such, realizing that when complete and mandated reporting is available that state average will hopefully fall close to the national average of the national of around 86%.</p> <p>Activity 37</p> <ul style="list-style-type: none"> • We are looking for data around people living with HIV who are discharged from state and federal correctional facilities. Currently, we don't have the data • <u>Recommendation</u>: the language in this activity should include "state and county" <p>Corrections</p> <ul style="list-style-type: none"> • One recommendation for the HPG in general is that there always be a planning partner from corrections at the table, ideally the same person <ul style="list-style-type: none"> ○ Jill will take the lead on this <p>January 17th</p> <ul style="list-style-type: none"> • The subcommittee did not meet for day 2 due to the possibility of inclement weather. HPCP will be in touch with members to discuss revising the work plan for 2019-2021. 	
<p><u>Subcommittee Reports, Summaries, and Discussion</u></p> <p><u>ASSESSMENT SUBCOMMITTEE</u></p> <ul style="list-style-type: none"> • The subcommittee reviewed and finalized their 2019 workplan. They also reviewed the compiled list of recommendations to the Integrated Plan that was previously voted on last year, and determined that Pitt would be writing specific language to accommodate these changes and integrate them into the Plan, with the language then being brought back to the subcommittee for approval. The current draft for the ongoing stigma assessment was also reviewed, with additional edits and recommendations being proposed by the subcommittee. <p><u>EVALUATION SUBCOMMITTEE</u></p> <ul style="list-style-type: none"> • The Evaluation Subcommittee received a report on Activity 38 in the IHPCP, and discussed next steps for Activity 37. For Activity 38, the subcommittee agreed with the PADOH to make a recommended wording change to the Objective that the Activity falls under, in order to make the Objective more measurable. For Activity 37, the subcommittee requested a presentation on the PADOH's transitional implementation plan, and recommended that the responsible parties for Activity 37 include State Corrections as well as County Corrections. 	<p>3:35pm to 4:00pm</p>
<p><u>Meeting Adjourned</u></p>	<p>Adjourned at 4:00pm</p>

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<u>Announcements</u> N/A	9:06am to 9:06am
<u>Division of HIV Disease and HIV Surveillance Overview</u> Division of HIV Disease & HIV Surveillance	9:06am to 10:48am
<u>Break</u>	10:48am to 11:10am
<u>HPG Travel Presentation</u> Kyle Fait	11:10am to 11:38am
<u>History of the HPG</u> Video presented by Dr. David Givens	11:38am to 12:00pm
<u>Lunch</u>	12:00pm to 1:03pm
<u>Epi 101: Epidemiology and HIV Planning</u> Dr. Monisola Malomo	1:03pm to 1:19pm
<u>Adjournment</u> Meeting adjourned early due to incoming inclement weather; Subcommittee time canceled	Adjourned at 1:20pm
<u>Steering Committee</u>	1:35pm to 2:21pm