One Year Later: Lessons Learned from the COVID-19 Public Health Emergency

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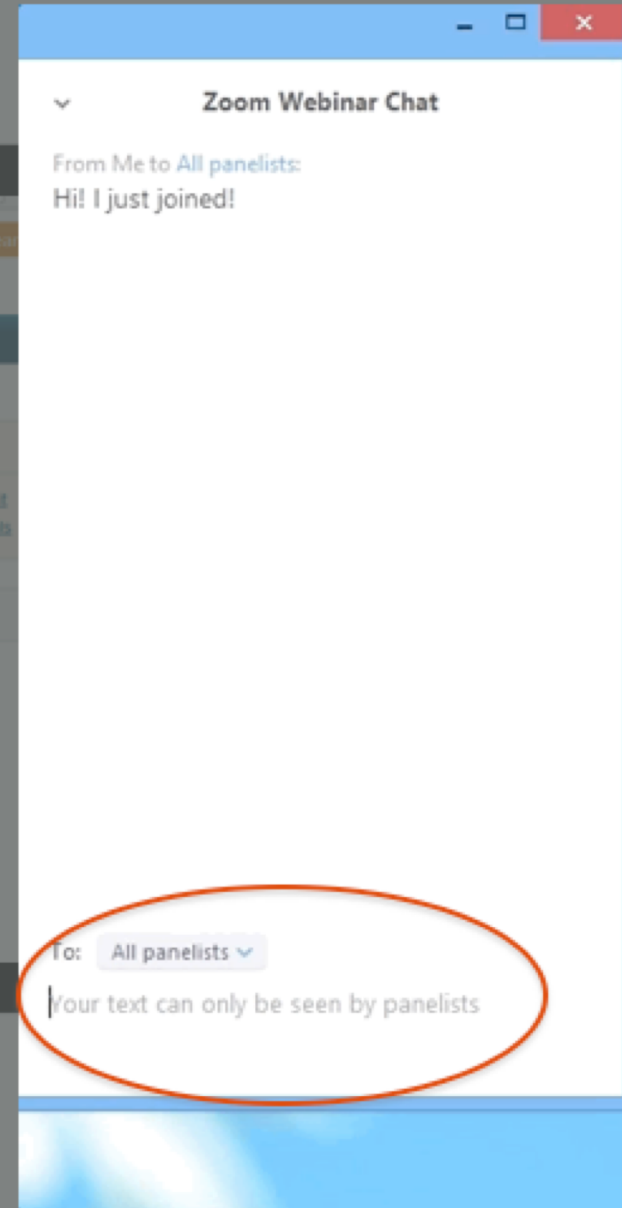
Wednesday, March 10th, 2021, 3PM-4:30PM ET

How to Ask a Question

- Attendees are in **listen-only** mode.

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Agenda

- ❏ Welcome and Introductions
- ❏ Overview of Legislative Requirements
- ❏ Challenges and Successes with Meeting Legislative Requirements
- ❏ Addressing Grief and Loss of Planning Council/Planning Body (PC/PB) Members
- ❏ Questions and Answers

Planning CHATT: A HRSA-supported Cooperative Agreement (U69HA39085)

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Webinar Presenters

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Objectives

By the end of this webinar you will be able to:

❑ Reflect on the impact of COVID-19 on your PC/PB activities

❑ Evaluate lessons learned from jurisdictions to address legislative requirements during the COVID-19 public health emergency

❑ Adapt existing policies to support PC/PB operations during the COVID-19 public health emergency

❑ Utilize strategies to address loss and grief

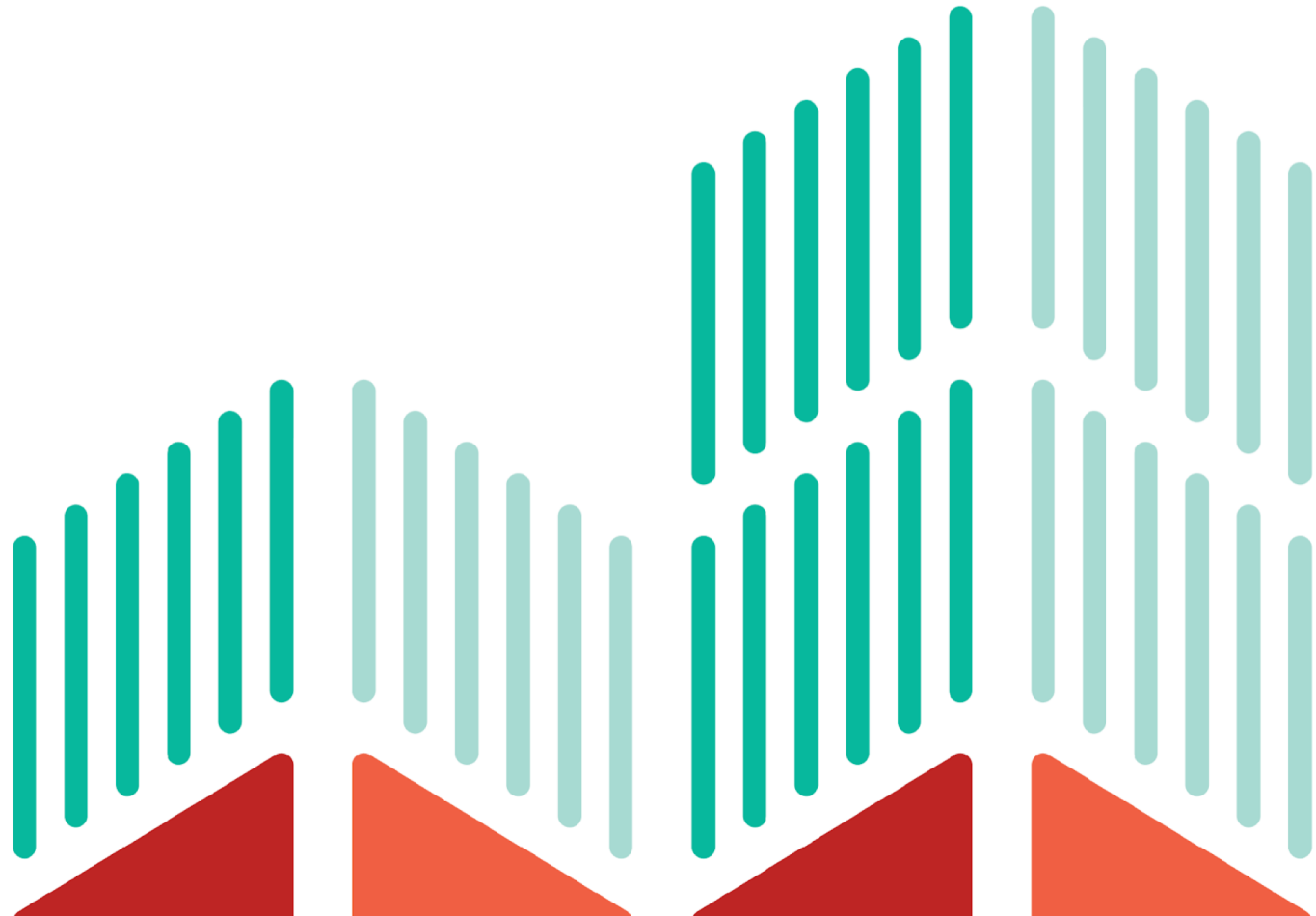# Overview of Legislative Requirements

Legislative Requirements of Planning Councils/Planning Bodies

❑ PC/PB membership
- Recruitment/nominations
- Roles and responsibilities
- Needs assessment
- Priority setting and resource allocation (PSRA)

❑ PC/PB operations
- Orientation and training
- Remote meetings
- Open meeting requirements

Legislative Requirements of Planning Councils/Planning Bodies (continued)

- ❑ COVID-19 has made fulfilling legislative commitments challenging for some PC/PBs.

- ❑ Some PC/PBs may have found it difficult to meet their work plan goals and objectives during this time.
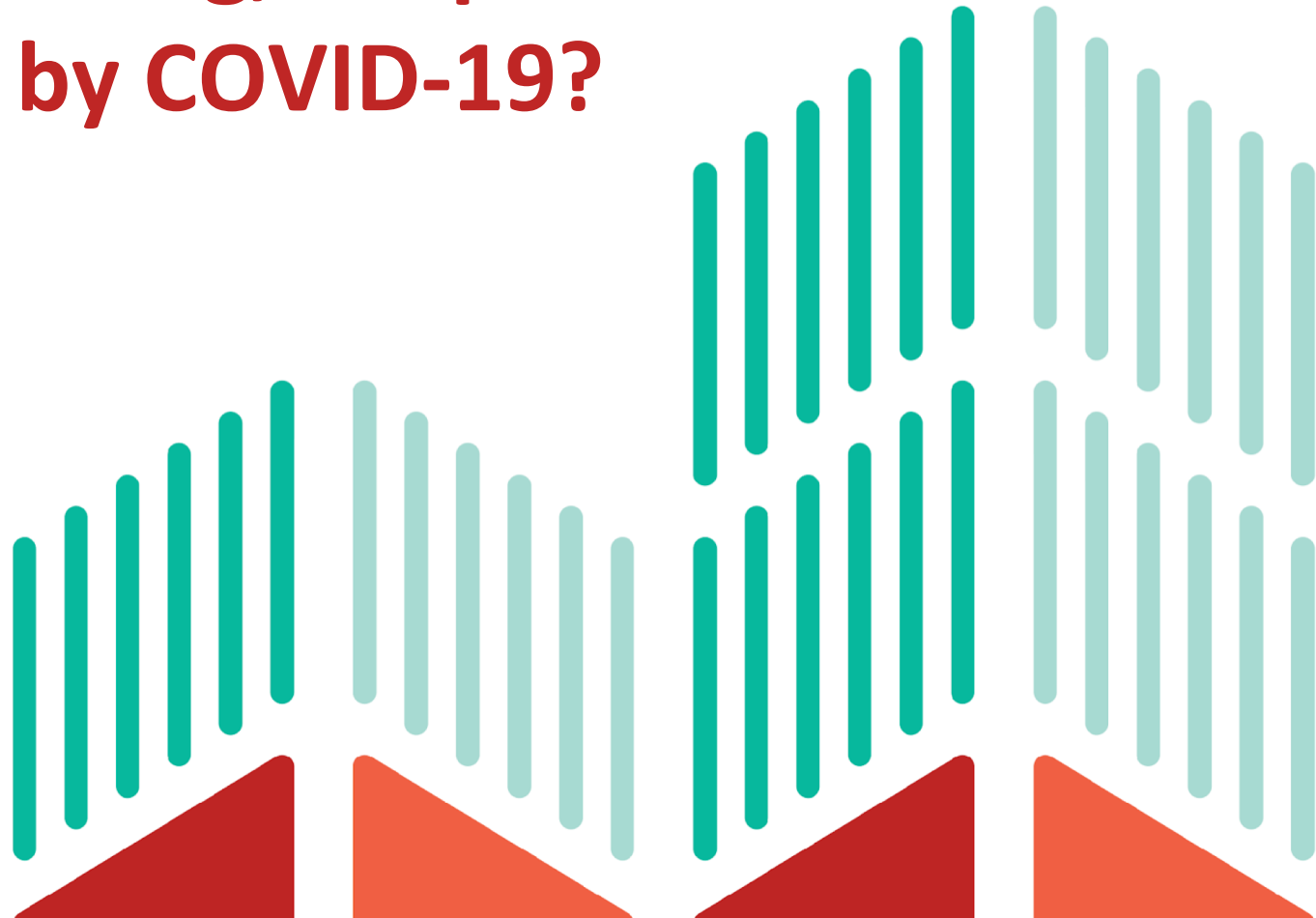
Resource

Quick Reference for Planning Council Support (PCS) Staff: Legislative Requirements for Planning Councils/Bodies, with HRSA/HAB Definitions, Clarifications, and Expectations

Quick Reference for Planning Council Support (PCS) Staff:
Legislative Requirements for Planning Councils/Bodies,
with HRSA/HAB Definitions, Clarifications, and Expectations[1]

Topic	Legislation: Ryan White HIV/AIDS Treatment Extension Act	Brief Summary of HRSA/HAB Definitions/Clarifications/Expectations [Page references are from Ryan White HIV/AIDS Program (RWHAP) Part A Manual unless otherwise indicated]
Establishment of a Planning Council or Body		
Establishment of a Planning Council	CEO "shall establish an HIV health services planning council" [Section 2602(b)(2)(A)(ii)]	All EMAs must have planning councils that meet legislative requirements.
Exception to Planning Council Requirement for TGAs	"The chief elected official of the transitional area may elect not to comply with the provisions of section 2602(b) [establishment of a planning council] if the official provides documentation to the Secretary that details the process used to obtain community input (particularly from those with HIV) in the transitional area for formulating the overall plan for priority setting and allocating funds from the grant" [Section 2609(d)(1)(A)]	• "All TGAs that have operating PCs are strongly encouraged by DMHAP to maintain that current structure"— "in conformity with PC legislative requirements." [Letter to RWHAP Part A Grantees on TGA Planning Councils Moving Forward, December 4, 2013] • All jurisdictions are expected to have planning bodies. [Integrated HIV Prevention and Care Plan Guidance, p 4] • DMHAP encourages TGAs with planning bodies to make them similar to PCs in terms of member representation and reflectiveness as well as roles. [EGMC discussion with DMHAP Project Officers, January 23, 2017]
Planning Council/Body Membership		
Representation: Membership Categories	Section 2602(b)(2): "REPRESENTATION.—The HIV health services planning council shall include representatives of— (A) health care providers, including federally qualified health centers; (B) community-based organizations serving affected populations and AIDS service organizations; (C) social service providers, including providers of housing	• "Representation is the extent to which the planning council includes individuals from the legislatively defined categories of membership." [p 110] • The category of grantees under Category L, other Federal HIV programs "is to include, at a minimum, a representative from each of the following:" - Federally-funded HIV prevention services. - A grantee funded under Part F's SPNS, AETC, and/or Ryan

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Challenges and Successes with Meeting Legislative Requirements

Which legislative requirement(s) are you most proud of meeting, despite the difficulties presented by COVID-19?

New York

Challenge

❑ Not being able to conduct key activities (needs assessment and PSRA) in the way they have traditionally done so

Strategies to Address Challenge

❑ Conducted four town halls between April 2020 and September 2020 to educate consumers and gather testimony, as an informal needs assessment

❑ Data collected from the town halls helped identify priorities and inform the PSRA committee's process to reallocate funds to consumers in need

Dallas

Challenge

- ❑ Maintaining Planning Council Members & Staff (PCs) during the COVID-19 public health emergency
- ❑ Recruitment/Representation
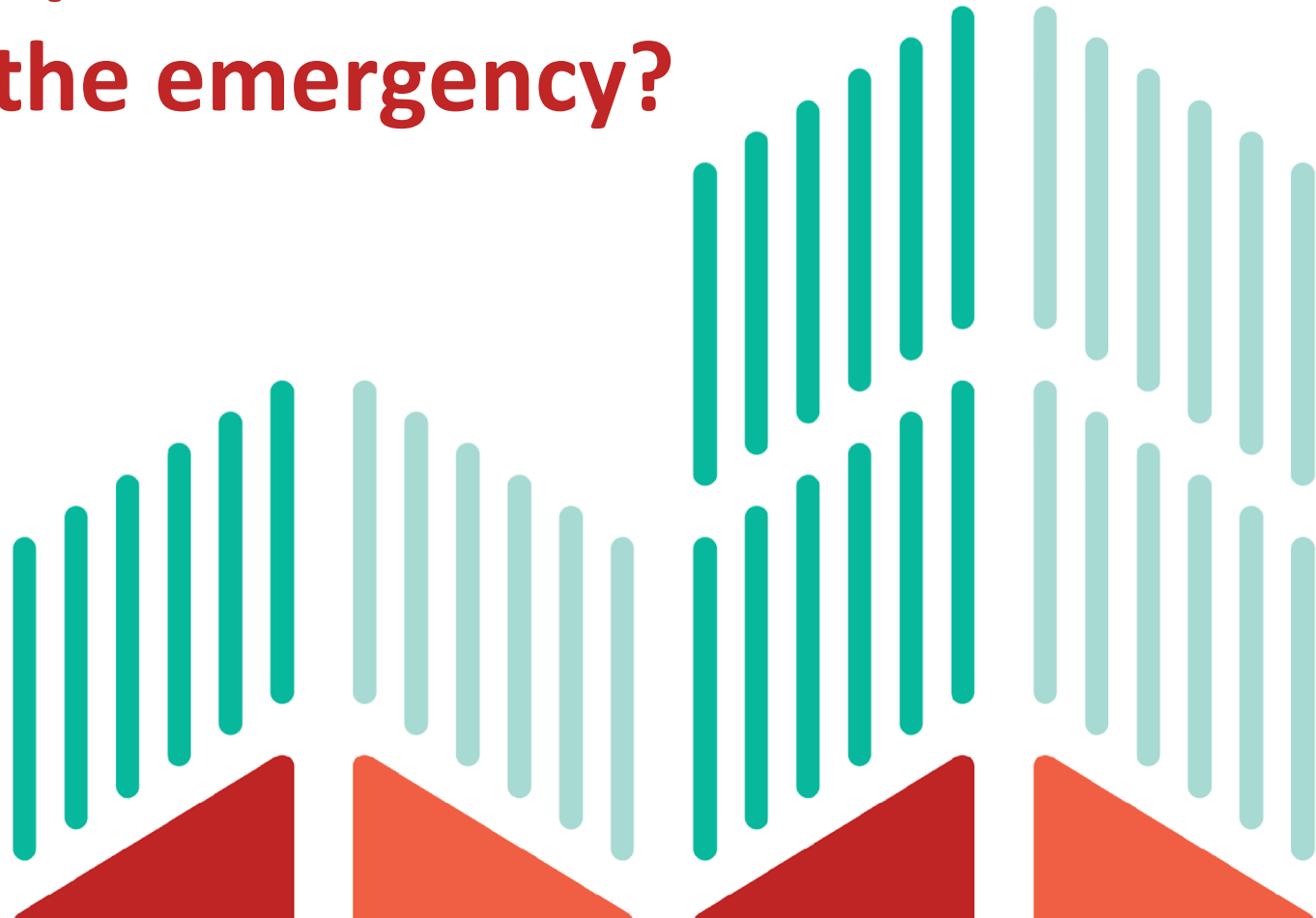- ❑ Local Stay in Place Order

Strategies to Address Challenge

- ❑ Assess decisions/action steps within my span of control
- ❑ Hire and train new staff
- ❑ New staff stepped up to fulfill roles
- ❑ Identify/define leadership needs
- ❑ Rule of Thumb: Is it necessary/reasonable?

PC/PB, Recipients, and PCS Adjustments

What adjustments did the PCS, RWHAP Part A Recipient, or PC/PB members have to make during the emergency?

New York

Recipient Adjustments

❑ Recipient allocated all additional funding and carryover to address critical rises in food and housing needs for PWH on an accelerated timeline as compared to non-pandemic years

❑ Initiated gift cards for consumer attendance in virtual meetings
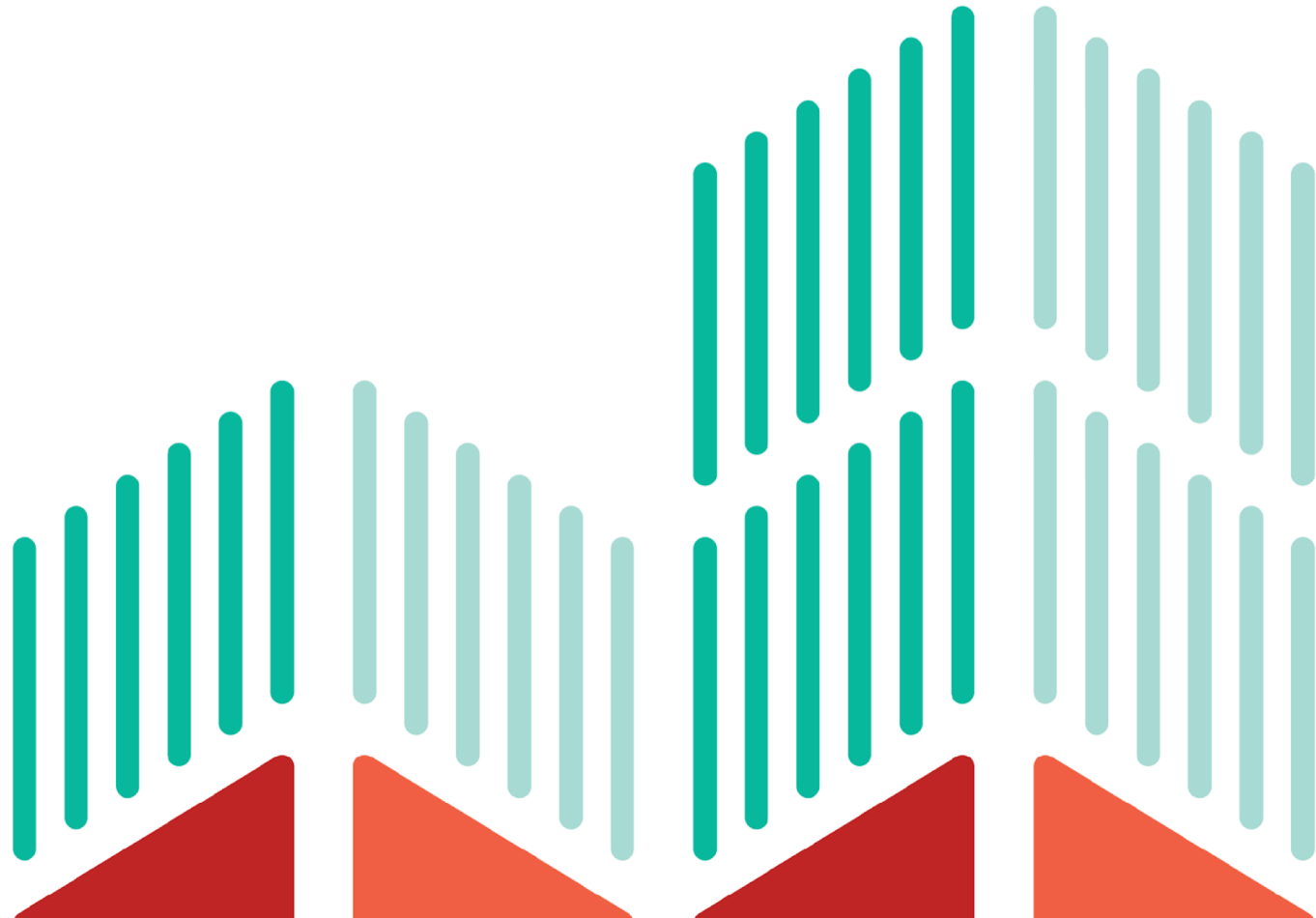
PC/PB Adjustments

❑ Members had to adjust to using technology to conduct PC/PB business
  o Basic training on how to use Zoom
  o Operating iPads
  o Connecting to Wi-Fi

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PC/PB Adjustments

❑ Migrate and adjust to the virtual platform

❑ Policies regarding purchased electronic equipment

    o Dos and don'ts of equipment use guide

    o Work with Admin Agency and IT department to get assistance with technology configuration and get equipment shipped out

❑ Allocation time to take on additional tasks

❑ Learning to "Fly The Plane As We Build It"

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Resources

Bylaws Provisions That Facilitate PC/PB Operations in an Emergency

Bylaws Provisions That Facilitate PC/PB Operations in an Emergency

THE SITUATION

The COVID-19 emergency has created many challenges for Ryan White HIV/AIDS Program (RWHAP) Part A Planning Councils and Planning Bodies (PC/PBs). Around mid-March 2020, most PC/PB support (PCS) staff were told to work remotely, sometimes with little warning, as were many PC/PB members. Others, including some Health Department and service provider staff, found themselves extremely busy, whether providing their usual services under extremely difficult conditions or reassigned to help deal with the COVID-19 crisis. Most states issued stay-at-home orders, often forbidding gatherings of more than 10 people. Within a few weeks, states with open meetings laws that limited or forbade remote meetings by public entities (including PC/PBs) had issued Executive Orders or legal guidance from the Attorney General permitting virtual meetings, with various requirements and limitations. Some local jurisdictions did the same.

Remote Meetings: Tips for PC/PBs

Remote Meetings: Tips for PC/PBs

Here are some tips for preparing for and implementing remote PC/PB meetings. The focus is on the roles for PC/PB support (PCS) staff and leaders in full PC/PB meetings, but most of the tips apply to committee meetings as well. PCS staff will generally take the lead in preparations and follow up; the Chair or Co-Chairs will run the actual meeting with technology support from staff.

PREPARING FOR REMOTE MEETINGS

- **Be aware of the open meeting laws and policies currently in effect in your jurisdiction.** Specific requirements vary. Be sure that PC/PB leadership and PCS staff understand which requirements are and not suspended. Ensure you are meeting requirements around public notice, public access, public comment, and voting.[1] For example, some states require roll call voting during remote meetings even when it is not required at face-to-face meetings.

- **Prepare for using the technology.** Be aware of the features and limitations of your platform; for example, free or low-cost versions of some platforms limit the number of participants and the length of meetings, and lack some helpful features. Once you have the platform in place:

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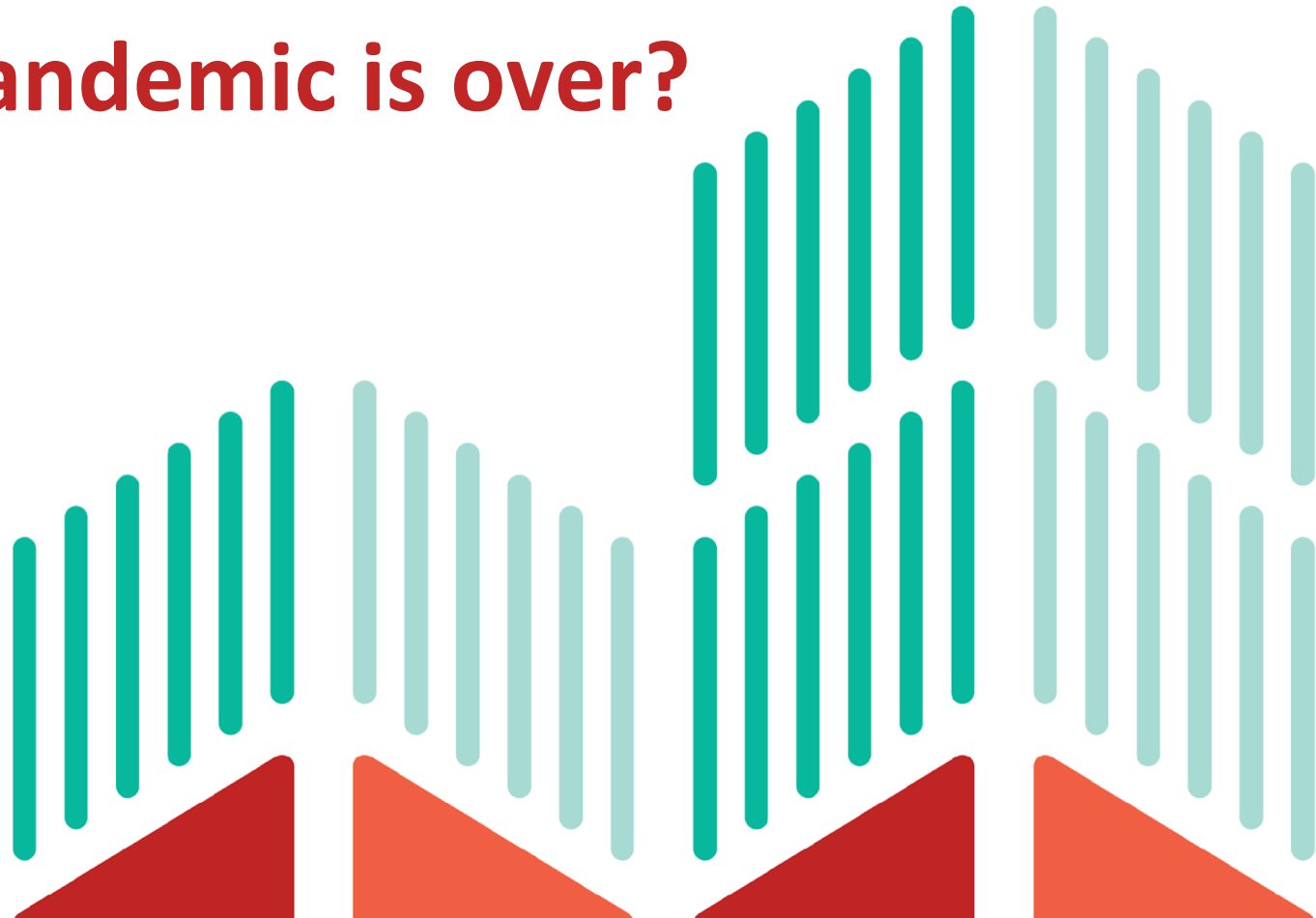More Resources for Planning Councils/Planning Bodies

Connectivity for PC/PB Members during the COVID-19 Emergency: Tips for PCS Staff

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INTRODUCTION

As of early May 2020, the vast majority of Ryan White HIV/AIDS Program (RWHAP) Part A recipients and planning council/planning body (PC/PB) support (PCS) staff are working remotely. While states of emergency are in effect, most states that normally require face-to-face meetings have suspended some open meeting law requirements so that public bodies like PC/PBs are permitted to meet "electronically," with appropriate notice and provision for public access to the meetings. Specific requirements vary. As states resume economic activity, gatherings of more than 10 people may still be banned or discouraged for weeks or months, or permitted only if 6-foot social distancing is possible.

Have you made any adjustments that you think will be beneficial to continue once the COVID-19 pandemic is over?

Future PC/PB Efforts

New York

- ❑ Incentivizing consumers for their participation in meetings, such as through virtual meal and gift cards

- ❑ Continuation of virtual meeting access once in person meetings can resume

- ❑ Facilitate digital capacity among consumers – finding means of Wi-Fi support, printer access

Dallas

- ❑ Continue to meet electronically
  - o PC/PB meetings may be a primary source of socialization for some PC/PB members

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If you were talking to a peer in another jurisdiction, what would you share with them about your experience this past year?

Coping with Grief and Loss During COVID-19

Identifying Grief

❑ Five Stages of Grieving:

    ❑ Denial

    ❑ Anger

    ❑ Bargaining

    ❑ Depression

    ❑ Acceptance

    ❑ Finding Meaning - Recently added sixth stage

❑ Recognize that loss brings about grief

Grief and Loss During COVID-19

❑ Identifying grief places those feelings into context.

❑ Recognize that some losses during this pandemic are more ambiguous and harder to identify.

❑ Allow others to share their loss and the grief they are experiencing.

Experiencing HIV and COVID-19

- PC/PBs are part of the family
- Acknowledge anticipatory grief
  - Fear of getting a positive COVID test may hinder PWH seeking out COVID-19 testing services
  - Fear that living with HIV and being diagnosed with COVID-19 may result in death
- Isolation often leads to depression
- Survival guilt is a reality and needs to be addressed

Signs of Grief

❑ Some signs that you might be coping with grief in light of the pandemic include:

  o Trouble focusing on normal tasks
  o Sleeping much more or less than usual
  o Feelings of anger and irritability
  o Headaches and upset stomach
  o Fatigue or low energy
  o Re-experiencing feelings of past grief
  o Engaging in activities such as eating, drinking, or online shopping to cope with anxiety
  o Avoiding thinking or talking about the pandemic

Understanding Grief in the Age of the COVID-19 Pandemic, Kendra Cherry

Talking with PC/PB Members About Grief and Loss

❏ Check in with your staff and PC/PB members
- o Identify those who have experienced loss and who may be grieving
- o Text messages can be a great way to check-in and let a person know that you are thinking about them, but a phone call is even more personal
- o Listen without judgment or criticism

Talking with PC/PB Members About Grief and Loss

- ❑ Recruit others to assist in making phone/texting contacts
- ❑ Be aware of existing grief support groups for referral purposes
- ❑ Encourage staff and members to practice self-care
- ❑ Create support activities for staff and Planning Councils/Planning Bodies
- ❑ Stay in touch with the Recipient and Subrecipients in order to assist each other during the pandemic
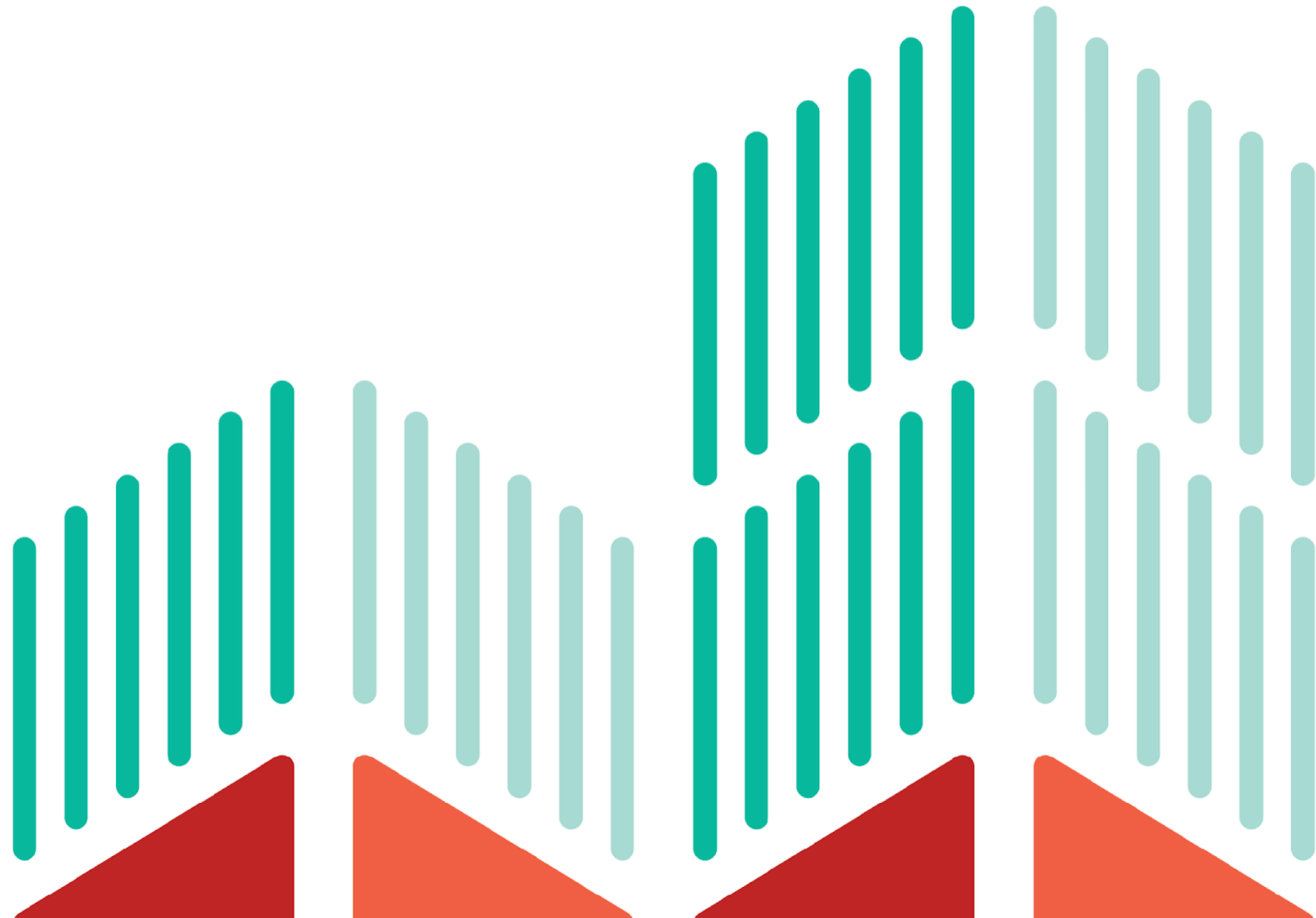
Special Thank You

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- Chad Balodis – Hudson HIV/AIDS Planning Council, Staff Administrator
- Dr. M. Katherine Shear, Director, Center for Complicated Grief at Columbia University

Wrap-Up & Key Takeaways

❑ Ensure that your annual work plan is up to date to address the challenges of the COVID-19 public health emergency.

❑ Think creatively about how to address the digital divide among your PC/PB members.

❑ Consider talking about grief and loss with your PC/PB members and other stakeholders.

❑ Prioritize your physical and mental wellbeing.

Questions and Answers

TargetHIV

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Planning Community HIV/AIDS Technical Assistance and Training

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The Community HIV/AIDS Technical Assistance and Training for Planning project (Planning CHATT) builds the capacity of Ryan White HIV/AIDS Program Part A planning councils and planning bodies (PC/PB) across the U.S. to fulfill their legislative responsibilities, strengthen consumer engagement, and

Planning CHATT Home

List of Planning Councils

Thank You

Please complete the evaluation!

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