

Service Systems Planning & Quality (SSPQ) Committee Annual Report

October 2024- September 2025

1. Committee's Role Within the Service System:

The Service Systems Planning & Quality Committee is responsible for developing and monitoring the Integrated Plan for HIV Prevention and Care in collaboration with the Ryan White HIV/AIDS Program (RWHAP) Part B Lead Agency and the RWHAP Part A Recipient. The committee is also responsible for developing and implementing a Comprehensive Needs Assessment, reviewing expenditures and taking the lead on the Priority Setting and Resource Allocation processes. Additionally, the committee is responsible for Assessing the Administrative Mechanism in how quickly the Lead Agency and RWHAP Part A Recipient distribute the funds to the community to provide services.

2. Activities Accomplished during past 12 months:

- a. Reviewed and made recommendations to update the Planning Council's Policies and Procedures that pertained to the Committee's processes that were due for review.
- b. Reviewed monthly, quarterly, and annual RWHAP Part A, RWHAP Part B and General Revenue (GR) expenditure and utilization reports to identify barriers and gaps in service delivery in the Orlando Service Area.
- c. Provided important recommendations to the Provider Capacity and Capability Survey to ensure accurate assessment of Provider needs for the Annual Data Presentation.
- d. Updated the evaluation tools for annual processes such as Data Presentation and Priority Setting & Resource Allocation.
- e. Provided recommendations to the Assessment of the Administrative Mechanism (AAM) process, reviewed the initial draft report and requested
- f. additional information from the AAM Consultant and the RWHAP Part A Recipient that improved the Council's understanding of how well the Recipient responded to the Council's directives.
- g. Reviewed and updated 6 Service Standards and completed the development of a Service Standard for Home and Community Based Services and Other Professional Services: Legal Services, although due to funding these 2 Service Standards have been put on hold.

- h. Reviewed and made recommendations to the Performance Measures data presented to the Committee and the Planning Council to provide an understanding of disparities in outcomes for various subpopulations.
- i. Reviewed and recommended re-allocation of RWHAP Part A funding after the final award was received and in August to ensure sufficient funds were available for Core Services through the end of the funding year.
- j. Updated the Memorandum of Understanding between the Planning Council, Lead Agency and the RWHAP Part A Recipient.
- k. Monitored the implementation of the Integrated Plan.
- l. Worked with the Recipient to develop the Initial Funding Slate for PSRA for both RWHAP Part A and RWHAP Part B funding for FY 2026-2027.

3. Challenges or Lessons Learned:

The Committee has had to recommend changes regarding funding re-allocations in an uncertain environment, having received partial awards for most of the funding year as well as postponed decisions regarding the RWHAP Part B Statewide Fiduciary Agent. Notwithstanding these challenges, the Committee was able to complete it's assigned work for the year and look forward to the new planning year.

4. Outstanding Activities (still pending completion):

- a. Finalize the Other Professional Services: Legal Services Service Standard if funding allows for their implementation in the new year.
- b. Utilize the Home and Community-Based Health Services Service Standard for the RWHAP Part A program if funding allows.