

EXECUTIVE COMMITTEE

November 7, 2022

10:00pm-1:00am

MINUTES

MEMBERS PRESENT:

Traci Shelton, Chair
Kerry Thomas, Vice Chair
Irina Gelman, MD
Gregson Pigott, MD
Ilvan Arroyo
Jacqueline Ponce-Rivera
Darlene Rosch, Esq.

MEMBERS ABSENT:

Susan Baldrige
Cathy Martens
Angie Partap

STAFF

Georgette Beal, UWLI
JoAnn Henn, UWLI
Nina Sculco, NCDOH
Andrew Knecht MD, NCDOH

STAFF ABSENT

Tavora Buchman, PhD, NCDOH

I. Welcome & Introductions

Ms. Shelton, Vice-Chair, began the November, 2022 Zoom meeting at 10:04 am. A moment of silence was requested, for those whom are suffering from whatever they are suffering from during these difficult times

II. Approval of September 12th Minutes

The September 12, 2022 Executive Committee Minutes were tabled until the January 2023 Executive meeting,

III. Approval of November 9, 2022 Planning Council Agenda

The Planning Council agenda for the November 9, 2022 meeting was reviewed. The agenda includes an update on the Integrated Plan and concurrence vote and a Ryan White Part A data update that will replace a COVID presentation that was previously scheduled.

Ms. Rosch made a motion to approve Planning Council agenda as amended. The motion was seconded by Mr. Thomas. All in favor-motion carried.

IV. Administrative Update

The non-competing continuation application was submitted on October 3, 2022. HRSA requested some minor tweaks, which are in the process. HRSA recommended sending a letter asking for our formula award, so that the region can begin the contracting process earlier. RW site visits have been scheduled through February 23, 2023. The first site visit has already been completed. The Ryan White Part A Request for Proposals (RFP) is now open. The announcement was sent to providers, is posted on United Way's webpage, was included in the weekly grant mailings, and sent through multiple listservs. Applications will be required to submit separate applications for each priority they apply for. A Bidders Conference is scheduled for Tuesday, November 15, 2022, via Zoom. The deadline for proposals is January 13, 2023.

One change is that applications can now be submitted by email, rather than mailed in efforts to reduce amount of paperwork and time. This change should facilitate the review process as the materials can be emailed to the reviewers. HRSA is moving towards multi-year contracts with Ryan White Part A providers in EMAs and TGAs. Annual amounts are dependent upon what the region receives as an award. Annual amounts are for FY2023, 2024, and 2025.

Ms. Sculco mentioned that Nassau County is working on compliance with new HRSA requirements.

V. PC Membership

The Planning Council membership is at 24 members. This does not include the five Council applicants whose paperwork was sent to their respective counties. Once they are appointed, the HRSA requirement of 33% unaligned consumer membership will be met, even surpassed. Two applications were reviewed at the most recent membership sub-committee meeting. The committee recommended that one of the applicants be put on a waitlist citing demographics and concerns about individual's commitment. The application will be kept on file and revisited after six months or as openings arise. The applicant was encouraged to attend and participate in meetings. When informed of this, the applicant requested to have their name removed from all invites, grant mailings and correspondence. The other applicant will be balloted after the November Planning Council meeting.

Mr. Kerry Thomas has accepted the position of Vice-Chair of the Planning Council. He received the appointment letter from Suffolk County this morning. Dr. Pigott was thanked.

According to the bylaws, the Executive Committee is comprised of the Council Chair and Vice-Chair, county health commissioners, committee co-chairs and up to four large members (who are Council members). Due to members cycling off of their second Council terms and a retirement, there are no at large members, at present. The committee recommended three Council members to be contacted to determine if they were interested in serving in that capacity.

Mr. Arroyo is retiring at the end of November; this is his last executive meeting. Congratulations and best wishes were extended.

VI. Adjournment/Announcements.

Mr. Arroyo made a motion, which was seconded by Ms. Rosch to adjourn the November 7, 2022 Executive committee meeting. All in favor-motion carried.

VII. Next Meeting

Next Executive Committee meeting will be a Zoom meeting on January 9, 2023 at 10am.