

**NASSAU-SUFFOLK HIV HEALTH SERVICES PLANNING COUNCIL
UNITED WAY OF LONG ISLAND, DEER PARK, NY
January 11, 2023
10am – 12pm**

MINUTES

MEMBERS PRESENT

Traci Shelton, Chair
Kerry Thomas, Vice-Chair
Susan Baldrige
Eileen Bryant
Nancy Duncan
Carmen Feliciano
Irina Gelman, MD
Cathy Martens
Johnny Mora
Victoria Osk, Esq
Angie Partap
Scott Petersen
Joseph Pirone
Denise Ragsdale
Jacqueline Ponce-Rivera
Colin Pearsall
Sofia Porres
Erik Rios
Claire Simon
Edward Soto

MEMBERS ABSENT

Wendy Abt
Hector Alcala
James Colson
Nashon Clark
Gregson Pigott, MD
June Tappan
John Van

GUESTS

Ernest Burke
Lisa Corso
Barbara Garrison

UWLI STAFF

Georgette Beal
Myra Alston
Nancy O’Keefe
Katie Ramirez
JoAnn Henn

COUNTY STAFF

Nina Sculco, NCDOH
Tavora Buchman, PhD, NCDOH
Andrew Knecht, MD, NCDOH

I. Welcome, Moment of Silence, & Welcome

Ms. Shelton, Chair, began the meeting at 10:10am and welcomed everyone to the first meeting of the new year. She requested a moment of silence for those who are suffering with whatever they are suffering with.

Mr. Thomas, Vice-chair, announced Robert Santamaria past away last week. He stated that Robert was an amazing individual and the most incredibly resilient person he ever met. Robert was kind, patient and supportive, he lifted people up, and had a wonderful sense of humor. Robert did so much for Long Island, CPHE, Planning Council, Options, and CABs. Ms. Shelton shared that she and Robert were among the first peers to be certified. They worked at Options together and she said that he would always be with her. Prayers to the family. Ms. Baldrige shared how she is honored to sit at the same desk at Options as did Robert. She thanked him for his encouragement as she became Certified Peer #251, adding that Robert was like a rock thrown in a pond, with a ripple effect that touched us all. His loss will continue to impact us.

Ms. Shelton welcomed three recently appointed Planning Council members: Ms. Wendy Abt, Mr. Tyrone Banister, and Mr. Joseph Pirone.

II. Public Comment on Agenda Items Only

There was no public comment.

III. Approval of November 9, 2022 Minutes

Ms. Martens made a motion to accept the meeting minutes as read. Ms. Partap seconded the motion

15 Approved 2 Abstentions 0 Opposed

IV. Committee Reports

Mr. Thomas reported on January 9, 2023 Executive Committee meeting. Minutes were approved for July 7, 2022, September 12, 2022 and November 7, 2022 meetings. The Planning Council agenda for today's meeting was also reviewed and approved. Three new at large members were welcomed to the Executive Committee. The Committee was informed that applications for the Ryan White Part A/MAI RFP are due January 13, 2023. Some applications have already been received. The review meeting is scheduled for mid-February. HRSA has notified Part A EMAs and TGAs that the 2023 Ryan White fiscal year will begin with partial awards since the government is operating under a continuing resolution. The updated Integrated Plan has been uploaded to the Planning Council's website, under resources. It can also be found on the NYSDOH website.

Ms. Martens reported on the Consumer Involvement Committee meeting. The Consumer Involvement Committee hosted a virtual World AIDS Day event on behalf of the Council on December 2nd. Approximately 45 individuals were in attendance. Two consumers and two providers were recognized for their efforts and work in the HIV/AIDS field. The committee met in person on December 9th for a holiday party. Members were recognized for their time and effort on the Committee and/or Council and 4 baskets were raffled off.

The Membership Sub-Committee approved a Planning Council applicant for balloting after the January Council meeting to fill the Part F (AIDS Education and Training Center) organizational slot. Current demographics were shared with the Council.

The next Strategic Assessment & Planning (SAP) meeting is scheduled for Wednesday, January 18, 2023. The Clinical Quality Management (CQM) meeting is scheduled for February 23, 2023.

V. FY22-23 Reallocation Update

The Executive Committee reviewed and approved reallocations in December. Reallocation is done in order to address funded agencies that need to return any funds or request additional funds, for reasons such as staffing changes, increase or decrease in needs and utilization. Reallocation can be done without penalty. It is important to spend down the grant because there is a penalty if more than 5% of funding is unspent.

Specifics

Funds were returned under medical case management due to staffing shortages/hiring difficulties (\$43,800). A total of \$32,867 was request for: Mental Health Services, including psychiatric sessions, Emergency Financial Assistance (EFA) for food cards to meet the increased demand due to rising food costs and Medical Transportation which includes trips (taxi, gas cards, Metrocards) due to increase in utilization in order to continue services and not limit trips at the end of the year. All requests were reviewed and deemed acceptable for use of reallocated funds. The Executive Committee approved the

requested amounts under Core Services to MH and under support services to MT and EFA with the balance of returned funds going to ADAP.

VI. Member Orientation

The annual member orientation was held. This orientation serves to orient new members to the Council as well as offer a review for current members. Members are oriented annually the on purpose and scope of the Ryan White HIV/AIDS Program (specifically Part A) as well as the structure and policies and procedures of the Council. The overall goal of the orientation is to assist members is becoming well-versed in the goals and objectives of the Planning Council while gaining a better understanding of the planning process.

Topics covered included:

- Mission statement
- The role and responsibilities of Planning Council and committee members;
- Council membership and reflectiveness requirements
- Council Operations
- Coordination of services
- PSRA process
- Legislative requirements

After every few PowerPoint slides there was a knowledge check. Those in attendance were polled regarding the information presented. The results were tabulated and shared. Explanation of answers were given. In this way, members could see and understand the correct answer and know how they fared in comparison with others.

VII. Member Training Needs Assessment

Our planning body is responsible for training members on their roles and responsibilities. Council members were asked to select up to 5 trainings that they would like to see offered by the Council in 2023-2024. Topics in ranked order are:

- HIV and Aging (73%)
- The Impact of Nutrition and Food Insecurity in HIV Care (60%)
- Conducting Needs Assessments (60%)
- Understanding Disparities in Care for Special Populations to Address Unmet Need (53.3%)
- Update on Ending the Epidemic: National Strategy and Progress in NYS (46.7%)
- How to Read and Understand Data for Planning (33.3%)
- Multicultural Competence in HIV Planning and Care (33%)
- Maximizing the Use of Telehealth for Improved Health Care Outcomes (26.7%)
- Using Social Media to Improve Planning Council Engagement and Communication (26.7%)
- Employment and HIV (20%)
- Decision Making Methods for Planning Councils (13.3%)

Members also suggested the following trainings:

- HIV & Housing- Especially housing and adherence to care; housing and rental issues
- The experience of peers working within organizations
- Updates on new medications
- Immigration (migrants) trafficking, sex work in vulnerable populations.

- Food as medicine
- Mental health support; resources, relaxation sessions, how to cope with...

Names of individuals/agencies who would be good trainers on a particular topic were given. Those individuals will be contacted to determine if they are interested in presenting on the specific topic. No comments or suggestions were given to help plan for future trainings.

VIII. Other Business/Announcement

Mr. Thomas from Thursday's Child is working on the calendar for LTS events. The next CAB meeting will be in person. Nancy O'Keefe informed the committee that consumers can now donate blood, for other consumers. To learn more, visit www.liveony.org

IX. Adjournment

Ms. Duncan made a motion, which was seconded by Ms. Martens to adjourn the January 11, 2023 Planning Council meeting. All in favor-Motion carried.