

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

MINUTES

MEMBERS PRESENT

Traci Bryant, Chair
Kerry Thomas, Vice-Chair
Tyrone Banister
Susan Baldrige
Nancy Duncan
Carmen Feliciano
Lance Marrow
Victoria Osk, Esq.
Gregson Pigott, MD
Joseph Pirone
Sofia Porres
Denise Ragsdale
Stephen Sebor

MEMBERS ABSENT

Wendy Abt
Eileen Bryant
James Colson
Irina Gelman, DPM
Cathy Martens
Johnny Mora
Angie Partap
Colin Pearsall
Scott Petersen
Jacqueline Ponce-Rivera
Erik Rios
Claire Simon
Edward Soto
June Tappan
John Van

GUESTS

Erin Basham
Neika Chery
Allison Covino
Michael Richard
Tinas Sferrazza
Tim Smith

UWLI STAFF

Georgette Beal
Myra Alston
JoAnn Henn
Katie Ramirez
Marcela Van Tassel

ABSENT COUNTY STAFF

Andrew Knecht, DO, NCDOH

I. Welcome, Moment of Silence, & Welcome

Ms. Shelton, Chair, began the meeting at 10:10 am and welcomed everyone. Introductions were made. She then requested a moment of silence for those whom we have lost and those who are struggling.

II. Approval of May 10, 2023 Minutes

Ms. Baldrige made a motion to accept the meeting as read Ms. Ragsdale seconded the motion.

11 Approved 1 Abstention 0 Opposed

III. Committee Reports

Ms. Beal gave the following Administrative Update. A request for carryover from the prior year will be submitted. The EMA returned less than 1% of its award and is well below the 5% cap set by HRSA. The subrecipients spent all of their funds with less than \$2,000 unspent. Approximately \$40,000 was unspent in administrative funds because of staffing allocation issues. Unspent funds will be rolled into services in FY23-24, if approved through the carryover process. The Non-competing application is due October 2, 2023. The PSRA process is still required, even with a multi-year grant. Agency site visits are scheduled for the fall and will be conducted both in person and on-line. Chart reviews will be conducted on site and exit meetings will be held virtually.

The Planning Council Bylaws are reviewed every two years they were last reviewed in 2021. A sub-committee will be created to review the bylaws.

Mr. Thomas reported on the **Executive Committee** which met on Thursday, June 29, 2023. The Planning Council agenda was reviewed and approved, which includes presentations on HOPWA housing. Since housing is a broad subject, the committee suggested having a housing presentation in two parts. The second meeting will include topics such as Section 8, and E5 Enhanced Rental Assistance. The Inter-Governmental Agreement (IGA) has been renewed and United Way's contract with the County is fully executed. The non-competing application will be due in October. Even though it is multi-year, HRSA still expects a PSRA process. Agency site visits are planned for the fall. Bylaws are scheduled to be updated by the end of the year.

Ms. Baldrige reported on the **Consumer Involvement Committee (CIC)** meeting that was held in person on Friday, June 23, 2023. Ms. Baldrige, committee co-chair and certified peer presented ***HIV 50+ Strong & Healthy Policy and Advocacy***. The presentation was informative and generated discussion among committee members. A separate virtual World AIDS Day meeting is scheduled for July 7, 2023

Mr. Pirone reported on the **Strategic Assessment & Planning Committee (SAP)** which is scheduled to meet on Wednesday, July 19, 2023. This meeting is the official start of the PSRA process. Finance will meet on August 2, 2023. If an additional meeting is needed, August 8th has been scheduled as a back-up. All meetings will be in person.

Mr. Pirone also reported on the **Clinical Quality Management (COM) committee** which met virtually on April 22, 2023. CAREWare stratification data in the categories of age, gender, and race was presented. The EMA's Service Standards were revised to reflect changes in the standards for Emergency Financial Assistance (EFA) for the 2023-2024 grant year. The 2023-2024 work plan was reviewed. The Committee is working on a quality improvement project for Medical Nutrition Therapy (MNT).

Membership Sub-committee

Ms. Henn reported that three members are cycling off their second term at the end of September. Two first term Council members have renewed their commitment for a second term and will be balloted at today's meeting. One Planning Council application is still pending. Two former Council members have expressed an interest in joining Planning Council.

The Planning Council membership voted on the two second term members. Required paperwork will be sent to the respective counties.

IV. Overview of PSRA Process

Ms. Henn provided an overview of Priority Setting and Resource allocation (PSRA) process in a PowerPoint. PSRA is the process of deciding which HIV/AIDS services are the most important in providing a comprehensive system of care for all PLWH in the EMA.

The Planning Council reviews many types of data and directly links decision making to the data. It is the decision maker about the use of RWHA Part A Program funds and allocating the necessary resources to support service delivery in the EMA.

PSRA is a two-committee process that is data driven:

1. **The Strategic Assessment & Planning Committee (SAP) selects and ranks service priorities.**

Priorities for service categories are set based on:

- The size & demographics of the epidemic
- Needs of persons not in care
- Disparities in access & services, priorities of the HIV/AIDS community
- Coordination with HIV prevention & substance abuse treatment/prevention programs, and
- Compliance with core/support services percentages (75/25).

Priorities should be set without regard to the availability of funds (RWHAP Part A or other funds) HRSA guidelines regarding service categories and their definitions, the National HIV/AIDS Monitoring Standards, the National HIV/AIDS Strategy and Ending the Epidemic goals are factored in the priority setting process.

2. The Finance Subcommittee makes recommendations for allocating resources.

Resource Allocation is the process of determining how much RWHAP Part A program funding will be allocated to each service category.

Allocation decisions are made by:

- Comparing the service priorities for the upcoming year with those of the previous year;
- Calculating the units of service provided and the costs per unit of service or per client for the service categories;
- Identifying any service gaps and estimating the gap in terms of unmet service demand; and
- Reviewing charts of estimated total needs by priority, both met & unmet and available funding.

The Planning Council has the final say in the decisions reached by SAP & Finance.

To summarize, the PSRA process is a system made up of many checks & balances. Having these steps in place ensures that funding decisions are correctly made to benefit the entire Long Island region. Regional service needs are prioritized and funded based on evidenced based data that is as up to date as possible and involves lengthy discussions and feedback from committee members and the public. Even though the grant is now multi-year, a PSRA process still needs to be completed. The application is generally due in early October.

The presentation ended with the PSRA timeline for FY2024-2025. The SAP PSRA meeting is Wednesday, July 19 (10am-2pm)

V. HOPWA (Housing Opportunities for People with AIDS) Presentations

The Member Training Needs Assessment identified Housing as one of the topics members wanted more information. The lack of housing affordability, rising rental costs, and available resources are issues of concern for many and prompted the following presentations.

Ms. Sferazza, Mr. Smith, and Mr. Richard presented on United Veterans Beacon House, a 501(c)(3) non-profit headquartered in Bay Shore that manages 52 housing sites throughout Nassau and Suffolk Counties. Beacon House offers three affordable supportive housing programs: emergency, transitional, and permanent. Emergency housing assists single males and single females, for a 30-day period. Transitional housing is for a 6-9 month period. Permanent housing serves single males and veterans with families as well as persons living with HIV/AIDS through the HOPWA program. UVBH offers permanent housing for single adult men and women diagnosed with HIV/AIDS. The rent is 30% of the resident's income for a single room. All locations are newly renovated and meet EPA Energy Star requirements. Many of the housing sites are near public transportation.

In addition to the housing program, case management and supportive services are available to all residents. Supportive services include assistance with service and non-service connected benefits, nutritional assistance, transportation, job readiness/search, and referrals to health care services. An individual must provide proof of diagnosis from a physician to be eligible for this program. Brochures and contact information were given and interested parties were encouraged to get in touch.

Ms. Covino and Ms. Basham gave an overview of the Access to Care (ATC) programs at Options for Community Living, that offers long term, affordable supportive housing is available to low-income Nassau and Suffolk County residents with HIV/AIDS or other Broad Spectrum Disabilities and are homeless or inappropriately housed, for both singles and families. Currently there are 39 units of housing in Nassau; 30 units of housing in Suffolk; and 45+ rent subsidies. Tenants pay approximately 1/3 of income. Once in stable housing, tenants can focus on improving their health, raising healthy children, and achieving their goals. Options employees make home visits to conduct safety inspections, discuss housing, health related and financial concerns.

Other housing options include, Health Home MRT – up to 23 individuals/families in Nassau County for high Medicaid utilizers, homeless and Rapid Rehousing – up to 20 individuals/families in Nassau County (temporary) for chronic homeless. Options also provides financial assistance to low-income individuals and families living with HIV/AIDS for the following purposes: Rent arrears, Broker fees, Utility arrears, and a limited number of rental subsidies.

ATC Health Home Care Coordination- Options is a network partner of Long Island Health Homes. Care coordination services include: Comprehensive Care Management; Care Coordination and Health Promotion; Comprehensive Transitional Care; Member and Family Support; and Referral and Community and Social Support Services. ATC Grant funded programs include Ryan White Part A and serve the uninsured and underinsured individuals living with HIV/AIDS, provide supportive case management and education, peer support, and insurance linkage, with the goals of viral suppression and optimal health. Contact information was given for those who had additional questions or were interested in receiving ATC housing application.

All presenters were thanked for the information.

VI. Public Comment

There was no public comment.

VII. Other Business/ Announcements

Mr. Thomas announced that Thursday's Child is hosting support groups for Long-Term survivors at Sun River Health, Patchogue location on the first Wednesday (Art & Writing) and the third Wednesday (Presentation & Activity) of the month.

Ms. Duncan informed the Council that the National HIV/AIDS Aging & Advocacy Network (NHAAN) is accepting new members.

VIII. Adjournment

Ms. Ragsdale made a motion, which was seconded by Mr. Marrow to adjourn the July 12, 2023 Planning Council meeting. All in favor-Motion carried.