

EXECUTIVE COMMITTEE

July 8, 2024

1pm-2:00pm

Zoom meeting

ID: 850 0482 1535

Passcode: 396422

MINUTES

MEMBERS PRESENT:

Kerry Thomas, Chair
Nancy Duncan, Vice-Chair
Irina Gelman, DPM
Colin Pearsall
Sofia Porres
Darlene Rosch, Esq,

MEMBERS ABSENT:

Gregson Pigott, MD
Susan Baldrige
James Colson
Cathy Martens
Angie Partap
Jacqueline Ponce-Rivera

STAFF PRESENT:

Georgette Beal

STAFF ABSENT

JoAnn Henn, UWLI
Nina Sculco, NSDOH
Andrew Knecht DO, NCDOH

I. Welcome & Introductions

Mr. Thomas, Council Chair, began the meeting at 1pm by welcoming the members.

II. Approval of May 6, 2024 Executive Committee minutes

Ms. Porres made a motion to approve the Executive Committee minutes for May 6, 2024, as read. Ms. Duncan seconded the motion.

3 approvals 3 abstentions 0 Opposed

III. Approval of July 10, 2024 Planning Council Agenda

The Executive Committee reviewed the Planning Council agenda. New Council members will be introduced. There will be membership votes for a new Planning Council candidate and a second term Council member. If approved both terms will begin on October 1, 2024. In addition, there will be a *Special Population Discussion: The Newly Arrived and Implications for Ryan White-Experiences from Part A MCM Programs*. This topic arose from a recent MCM meeting, where emerging issues and trends were discussed. Finally, the agenda will include an overview of the PSRA process. The July Council meeting will be held in person and on Zoom for those unable to attend in person.

Mr. Pearsall made a motion to accept the Planning Council agenda, which was seconded by Ms. Rosch.

All in favor-motion carried.

IV. Administrative Update

FY2023-2024 was successfully closed out on May 29, 2024. All documents have been submitted to HRSA as required. At the end of June, a carryover request was made to HRSA in the amount of \$10,300. The funded Part A providers had a leftover amount of \$2,971 and are doing a

phenomenal job of spending down funds. The remaining balance was administrative, mainly staffing.

The HRSA National Ryan White Conference is in August. Nancy O’Keefe, Quality Manager, and Myra Also, Data Manager, will be attending in person. Angie Partap, will also be in attendance, representing the Planning Council. Council members are encouraged to register to attend the conference virtually.

The Part A grant application was released on July 3, 2024 and is due by October 1, 2024. We are entering a 3-year competitive cycle which will begin next year. It is important that we keep to the PSRA timeline and have a quorum at the September Planning Council meeting when the PSRA results will be presented and voted on.

V. PC Membership

Two candidates are on the ballot for voting at the July Council meeting. One to fill an anticipated vacancy from a member cycling who will be off their second term and the other a second term nomination. The HOPWA (Housing Opportunities for Persons living with HIV/AIDS) category remains vacant. It has been a continued challenge to fill this vacancy, as reported in the progress report submitted to HRSA. There has been outreach, but efforts have not yet been successful. It is important to have a HOPWA representative from the Town of Brookhaven on the Planning Council in terms of reflectiveness and not being deficient in that category. It is difficult when the requirements are not reciprocal and there is not a similar requirement for other federal programs. Efforts will continue in attempts to fill the category.

In terms of membership, the Council is very successful in recruiting former members to rejoin the Council as evidenced by the two newest members. However, it is a challenge to recruit individuals who are totally new to the Council, especially those who are younger. Young people are not interested in attending meetings during the day when they are working, others are not interested in attending meetings regardless of the time. The meeting times can be changed, but successful recruitment is needed before altering the meeting time and format. This is a valid concern as members continue to get older. Who will replace them when they are too old to continue?

Suggestions to improve recruitment methods include inviting a guest to attend meetings, creating a flyer with a QR Code that directs them to the Planning Council brochure or website, and sharing the Planning Council website link. The question was raised as to whether the current brochure is youth-friendly? Perhaps an intern can review the current brochure and provide feedback. Brochures can be emailed, sent to providers, and be available during meetings.

VI. Announcements

There were no announcements.

VII. Adjournment/Next meetings

Ms. Duncan made a motion, which was seconded by Ms. Porres, to adjourn the July 8, 2024, Executive Committee meeting. The next Executive Committee meeting is scheduled for Thursday, September 5, 2024 from 1pm-2pm.