

EXECUTIVE COMMITTEE

May 2, 2022

1:00pm-2:00pm

Zoom meeting ID: 816 3699 3502 Passcode:164434

MINUTES

MEMBERS PRESENT:

Felix Ruiz, Vice Chair
Lawrence Eisenstein, MD
Gregson Pigott, MD
Ivan Arroyo
Susan Baldrige
Jacqueline Ponce-Rivera
Darlene Rosch, Esq.
Katelin Thomas

MEMBERS ABSENT:

Traci Shelton, Chair

STAFF

Georgette Beal, UWLI
JoAnn Henn, UWLI
Tavora Buchman PhD., NCDOH
Nina Sculco, NCDOH
Andrew Knecht MD, NCDOH

STAFF ABSENT

I. Welcome & Introductions

Mr. Ruiz, Vice-Chair began the May 2, 2022 Zoom meeting at 1:05 pm. A moment of silence was requested for those whom we have lost and those still struggling, including those with COVID.

II. Approval March 1, 2022 Executive Committee Minutes

Ms. Thomas made a motion which was seconded by Mr. Arroyo to accept the March 1, 2022 minutes as read.

5 Approvals 2 Abstention 0 Opposed

III. Approval of May 11, 2022 Planning Council Agenda

The Planning Council agenda for the May 11, 2022 meeting was reviewed. In addition to the administrative update, committee reports, and announcements, Mr. Edward Soto from Sun River Health is presenting on opioid use and will be providing a brief NARCAN training. The Substance abuse priority has not been a funded under Part A for a number of years because the EPI data and Part A program usage did not fully support the allocation of funding to the priority. In addition, a large amount of public funding had recently come into the EMA for substance use programs. The EMA is continues to monitor trends in case a shift is needed. Mr. Felix Ruiz will give an overview of the Biomedical HIV Summit he attended in Chicago. While the content remains the same, changes to the formatting of the agenda will be made before sending it to the Planning Council.

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

IV. Administrative Update

A provider meeting was held on Wednesday, April 27. Program and fiscal staff for all RW Part A programs were invited to attend in order to review recent changes/updates to guidelines, standards and documentation for Ryan White Part A. Materials were sent to funded programs in advance of the meeting and agencies were given an opportunity to submit questions.

Eligibility requirements were updated in the PCN. N-S EMA consulted with NYS and NYC to promote consistency across the State for eligibility. Client attestation to any changes will be accepted throughout the year. Full eligibility documentation is required every two years; replacing the previous requirement of a reassessment every six months. Providers are expected to do due diligence to ensure that the eligibility documentation is current. There was a slight adjustment to the (EFA) Emergency Financial Assistance guidelines. Due to the increased cost of food, the dollar amount of the food vouchers has increased, but the numbers of requests for said vouchers was decreased from 4 to 3 times. Overall, more money will be made available per client.

Updates were made to the Standards of Care, which were presented to the Planning Council. There is a universal section in addition to individual SOCs for each priority. Providers were informed that the National Monitoring Standards have been updated (though not yet available). The last update was in 2013. The NMS are currently going through HRSA approval channels and should be available soon. Although no major changes are expected, providers have been informed that any changes may necessitate some tweaking to the existing standards.

The fiscal closeout of the 21-22 grant has been successfully completed. Only \$798 was unexpended by subrecipients in Part A; all of MAI has been spent. The grant was for \$5,316,893. Ms. Beal offered kudos to the providers, UWLI staff, fiscal department and Nassau County working together, streamlining the vouchering process, ensuring that there are no questions from the Comptroller's Office, which resulted in this successful outcome.

The Integrated Plan is in the process of being updated. The EMA is actively involved in the planning process. The SAP Committee met to strategize and developed a work-plan for goals and objectives in different areas. The first set of documentation has been submitted to the state. A consultant has been engaged to collect all the information from the various planning bodies throughout the state. The Executive committee will be kept updated about the Plan.

HRSA has scheduled a week-long virtual monitoring for the week of June 27th, the majority of which will be conducted on Microsoft Teams. Meetings are scheduled for the Executive Committee on Monday, July 27 at 1pm-2:50pm, consumers from 3pm-4:30pm, as well as with NUMC and Options. The consumer meeting is not limited to just the Council's CIC, but providers were asked to encourage their clients to participate.

Ms. Sculco informed the committee that Nassau County is working with Suffolk County regarding the (IGA) Intergovernmental Agreement and that RFPs (Request for Proposals) will be posted mid-May,

V. PC Membership

While all of the membership categories are currently filled, our unaligned consumer membership is below the HRSA required 33%. One of our unaligned consumers moved out of the region and

another resigned from the council. With a relatively small Planning Council, two less individuals can significantly impact the percentages of reflectiveness.

The Conditions of Award, which is due at the end of May, includes a reflectiveness table. If we are not in compliance, it will be recorded as a condition on the Notice of Award. Consequently, a plan needs to be implemented to rectify the situation to be in compliance. Certain steps have already been taken. The contract managers have asked contacted providers for help with increasing unaligned consumer membership. A recruitment flyer and an updated Planning Council brochure (which is also being translated into Spanish) was distributed to share with clients who may be interested in joining the Council. These documents are also included in the weekly grant mailing. Former Planning Council members have been asked to rejoin the Council.

Some new committee members also expressed interest in learning more and possibly joining the Council. There was a recommendation that a letter from the Chair and Vice-Chair be written. Another suggestion was to create a recruitment type video with other Planning Council members to offer a more engaging way to increase membership. The focus could be more about planning for necessary services; have your voice heard for better care,

Mr. Ruiz raised concerns about the need and challenge of having Latino representation and participation. How best to provide translation services to those individuals who are interested in participating, when language is a barrier. The translation would need to be in real time to be effective. With limited bi-lingual staff and funds, the suggestion was made to create an ad-hoc committee to address the issue and search for solutions. Other suggestions included:

- Writing a grant to get assistance
- Learning what technological resources are available (e.g. - live transcription).
- Hold a separate quarterly meeting conducted in Spanish.

On a separate but similar note, the first in-person meeting, since the pandemic was the CIC in April. Although attendance was less than anticipated, there were no issues with transportation and one member chose to participate in the meeting by phone. The discussion then was how to conduct future meetings, virtual, in-person or a hybrid model. This question will be raised at Planning Council.

VI. Adjournment/Announcements.

Ms. Beal announced to the committee that UWLI is looking to hire a community navigator to perform COVID and Flu vaccine outreach/education in communities where vaccination uptake is lagging. This is under a CDC foundation grant. It is a one year position. The job posting will be sent to interested parties and agencies.

Ms. Ponce- Rivera made a motion, which was seconded by Ms. Rosch to adjourn the May 2, 2022 Executive committee meeting. All in favor-motion carried.

VII. Next Meeting

Next Executive Committee meeting will be a Zoom meeting on Thursday, July 7 at 1pm.