

**EXECUTIVE COMMITTEE**  
**September 11, 2023**  
**1pm-2:00pm**

**MINUTES**

**MEMBERS PRESENT:**

Kerry Thomas, Vice-Chair  
Cathy Martens  
George Marzen  
Angie Partap  
Gregson Pigott, MD  
Jacqueline Ponce-Rivera  
Sofia Porres

**MEMBERS ABSENT:**

Traci Shelton, Chair  
Susan Baldrige  
James Colson  
Colin Pearsall  
Darlene Rosch, Esq.

**STAFF**

Georgette Beal  
JoAnn Henn, UWLI  
Andrew Knecht DO, NCDOH

**STAFF ABSENT**

-Nina Sculco, NSDOH

**I. Welcome & Introductions**

Mr. Thomas, Planning Council Co-Chair began the meeting at 1:05 pm. A moment of silence was requested to remember those whom we have lost and those who are struggling.

**II. Approval of June 29, 2023 Executive Committee minutes**

Ms. Martens made a motion to accept the June 29, 2023, minutes as read. Ms. Porres seconded the motion.

5 approve    2 abstain    0 Opposed

**III. Approval of September 13, 2023 Planning Council Agenda**

The Planning Council agenda was reviewed. Report on Priority Setting and Resources Allocation (PSRA) process and results for FY 24-25 to be followed by discussion and vote are on the agenda. Due to UWLI construction, the Council meeting will be virtual. Members will be able to vote by using the polling feature on Zoom.

The November Council meeting will have a housing agenda. Ms. Vicky Osk from Nassau-Suffolk Law Services has agreed to present. It was suggested to have someone from the Department of Social Services as well. Mr. Thomas will send the name of the DSS commissioner to Ms. Henn, who will follow up.

Ms. Martens made a motion to approve the Planning Council agenda, which was seconded by Dr. Pigott.

All in favor-motion carried.

**IV. Administrative Update**

A Core Services waiver was submitted. Consequently, two tables will be voted on at the Planning Council meeting. One for the required 75%/25% (Core/Support) breakdown and the other for the waiver, if approved.

The Non-competing funding application is due on October 2, 2023. Although it is now multi-year grant, the PSRA process is still required.

The carryover request of almost \$43,000 was submitted. Most of the funds are administrative, not for services.

Council bylaws are reviewed annually; a small sub-committee will begin the review of current bylaws. The first meeting will be virtual, on September 21, 2023.

HRSA sent a letter of clarification that provides new guidance regarding Planning Councils/Planning Bodies. Membership and term limits will be addressed. Presently, the Council organizational members of the Council don't have term limits, that will have to change. Site visits have been scheduled. The chart reviews will be done in person; the fiscal portion can be conducted virtually.

Reallocation of funds occurs in October/November. Agencies will be contacted to determine if they are returning funds or need additional funds due to higher than anticipated utilization. This reallocation is to be brought back to the Executive Committee in early December for a vote.

#### **V. PC Membership**

At the end of this month, three Council members will be cycling off their second term, including the Ms. Bryant, the current Council Chair. Mr. Thomas has agreed to assume the Chair position and Ms. Duncan, a Long-Term Survivor and Council member has agreed to assume the vice-chair position, appointments pending.

At the beginning of October, the Planning Council membership will be 27 members.

The Medicaid representative application is still pending.

Former Council members have expressed interest in rejoining the Council. However, no applications have been received as of yet. Consumer membership is at 48%; unaligned 44%.

#### **VI. Announcements**

Our World AIDS Day event is scheduled for Friday evening, December 1, 2023, the actual day of observance and planning is under way. More details to follow.

Mr. Thomas announced Thursday's Child Long Term Survivor group event, Rocky Horror Picture Show at the Gateway Playhouse on Thursday, October 26. RSVPs required.

He also informed the committee that the Dennison Building will be lit up in red in acknowledgement of World AIDS Day on Friday, December 1, 2023.

Ms. Porres announced that Chronic Pain Management classes, conducted in Spanish will begin on Wednesday, September 20<sup>th</sup> 11am-1:30pm for six weeks.

#### **VII. Adjournment/Next meeting**

Dr. Pigott made a motion, which was seconded by Ms. Rivera to adjourn the September 11, 2023 Executive Committee meeting. The next executive committee meeting is scheduled for Monday, October 30<sup>th</sup> at 1pm.