

**NASSAU-SUFFOLK HIV HEALTH SERVICES PLANNING COUNCIL**  
**Virtual Zoom meeting**  
**January 13, 2021**  
**10am – 12pm**

**MINUTES**

**MEMBERS PRESENT**

Felix Ruiz, Chair  
Traci Shelton, Vice-Chair  
Ilvan Arroyo  
Lisa Benz-Scott  
Arthur Brown  
Tania Chiu  
Nashon Clark  
William Doepper  
Juli Grey-Owens  
Kevin McHugh  
Teresa Maestre  
Johnny Mora  
Victoria Osk, Esq.  
Colin Pearsall  
Scott Petersen  
Gregson Pigott, MD  
Joseph Pirone  
Denise Ragsdale  
Rafael Rivera  
Anthony Santella, DrPH  
Claire Simon  
June Tappan  
Katelin Thomas  
Clara Crawford

**MEMBERS ABSENT**

James Colson  
Lawrence Eisenstein, MD  
Cathy Martens  
  
Angie Partap  
Jacqueline Ponce-Rivera  
Erik Rios  
John Van

**GUESTS**

Eileen Bryant  
John Galletta  
Giovanni Giampietro  
Kerry Thomas

**UWLI STAFF**

Georgette Beal  
JoAnn Henn  
Myra Alston

**ABSENT STAFF**

Katie Ramirez

**COUNTY STAFF**

Nina Sculco

**I. Welcome and Moment of Silence**

Mr. Ruiz, Chair called the meeting to order at 10:05 am. A moment of silence was observed to remember those whom we have lost and those who are still struggling.

**II. Public Comment.**

Ms. Maestre stated that Hispanic Counseling staff has begun to receive the COVID vaccine. She is feeling fine, just a sore arm.

### **III. Approval of November 18, 2020 Minutes**

Several grammatical errors were corrected on the minutes. Arthur Brown, Eileen Bryant, and June Tappan were added to the attendance of the November meeting. Mr. McHugh made a motion to accept the minutes as corrected. The motion was seconded by Mr. Doepper.

18 Approved 4 Abstention 0 Opposed - Motion Carried

### **IV. Administrative Update**

The fiscal year will begin with a partial award, which will be determined based on each provider's current level funding amount. Staff is currently working preparing for closeout of FY2020. Annual site visits have been scheduled for January and February and will be conducted virtually. Realizing the challenges of providing services in the time of COVID, modifications have been put into place in order to meet the minimum requirement without overburdening the provider.

Ms. Stephanie Moreau has tendered her resignation, citing family issues. Her position has been posted on *Indeed* and will appear in the weekly grant mailing as well.

The RSR report will be opening up shortly. However, CareWARE needs to be updated before the report can be completed. The annual estimated carryover request was submitted to HRSA before the 12/31/2020 deadline. The carryover amount is an estimate of unspent funds at the end of the contract year.

### **V. Reallocation**

The Executive Committee reviewed and approved the reallocation charts that will be presented during this meeting. Funds were returned in the amount of \$80,436. This amount is larger than previous years due in part to impact of COVID-19 on the delivery of services. Medical Transportation returned funds due to decrease in utilization (trips) and in-person visits during the year as a result of social distancing and stay at home orders from COVID-19. Funds were also returned under Oral Health Care due to reduction in services during the first few months of the pandemic as a result of oral health guidelines at the time. Therefore, funds are available which can be reallocated to another priority. Additional funds were requested by Other Professional Services to cover the social workers that assist attorneys and paralegals with social security, SSI and housing cases under Ryan White. If additional funds are returned which exceed \$25,000, the request must be brought back to the Executive Committee for consideration prior to February 12, 2021. If Core or Support funds less than or equal to \$25,000 are returned between now and the end of February 2021 they will be reallocated to ADAP as per the executive committee's vote unless a request is identified under another priority which will take precedence over ADAP.

Mr. McHugh made a motion, which was seconded by Ms. Shelton to approve the reallocations.

22 Approve 1 abstention 0 Opposed

### **VI. Committee Reports**

#### **Executive Committee:**

Mr. Ruiz reported on the Executive Committee conference call on Friday, January 8, 2021. As was done previously, Part A/MAI providers will be notified of the intent to contract and partial awards will be determined based on each provider's current level funding amount. Virtual comprehensive site visits are scheduled for January and February. The monitoring process is modified this year to reduce provider burden during COVID. The RSR report will be opening up shortly. However, CareWARE needs to be updated before the report can be completed. The annual estimated carryover request was submitted to HRSA before the 12/31/2020 deadline. There are plans to host a virtual open house for recruitment of

Planning Council membership, sometime in February. The Membership Committee is responsible for planning and hosting the event.

#### Consumer Involvement Committee

The CIC has not met since the last Planning Council meeting. The next scheduled meeting of the Consumer Involvement Committee is Friday, February 12, 2021. Mr McHugh reported on the virtual World AIDS Day event hosted on Friday, December 4, 2020 6-8pm. The theme was *Thirty Years of Striving and Surviving* in acknowledgement of the 30th Anniversary of the Ryan White program. The successful event included pre-recorded speeches, a tribute presentation, and a history of the Ryan White program on Long Island.

#### Strategic Assessment and Planning Committee-

Ms. Osk reported on the January 6, 2021 SAP meeting. This meeting was the start of planning for the upcoming year's PSRA process. Of particular focus for this meeting was the 2021 community forums and provider survey. The information gathered during PSRA process assists the region in addressing emerging needs and provides data for the grant application. Considering the continuing COVID-19 crisis, the community aspect of PSRA process will have to be reimagined this year, regarding how best to reach people, choosing the best format for the forums, and strategies for engaging people virtually. There was a preliminary review of the Provider Survey questions from the 2019, for clarity and relevance. The committee will continue its PSRA planning process at the next SAP meeting in March.

#### Clinical Quality Management

The CQM committee has not met since the last Planning Council meeting. The next CQM meeting is Thursday, February 25, 2021.

### **VII. Annual Member Orientation**

Ms. Henn presented the Annual Membership Orientation in the form of a PowerPoint with an interactive polling question feature to assess an understanding of the material presented. The purpose of the Annual Member Orientation is to:

- Provide information about Ryan White HIV/AIDS Program, specifically Part A.
- Review the role and responsibilities of Planning Council members.
- Equip all members to be well versed and understand the goals and purpose of the Planning Council.
- Gain a better understanding of the planning process.
- Familiarize members with often used acronyms.
- Offer a review for current members

The presentation began with a background on the Ryan White HIV/AIDS program, legislative requirements, and how the RW Part A functions. The mission statement of the Planning Council is to provide effective planning for the Nassau-Suffolk Eligible Metropolitan Area (EMA) and promote development of HIV/AIDS health services, personnel, and facilities which meet identified health needs in a cost effective manner, reduce inefficiencies, and address the needs of the uninsured and underinsured. The presentation continued with how that mission is realized. Other topics covered were: Planning Council member roles and responsibilities, the PSRA process, committee descriptions, and policies that included Conflict of Interest, Confidentiality, and Grievance. The presentation ended with a list of various resources, contact information and a review of the questions and answers.

### **VIII. COVID Vaccine Update**

Unfortunately, none of the doctors were available to comment on the COVID vaccine. Mr. Ruiz shared slides of Dr. Khan's presentation to Genesis staff, which indicates the number of PLWH who participated in each of the studies (Pfizer, 121; Moderna, 176). Characteristics of PLWH in both trials:

- The people living with HIV had well controlled HIV and were on ART.
- There were no contraindications for ART therapy.
- If an individual has a high viral load, they are encouraged to get HIV under control before getting the COVID vaccine.

**Other Business/Announcements**

There were no announcements.

**IX. Adjournment**

Ms. Ragsdale made a motion, which was seconded by Ms. Shelton to adjourn the January 13, 2021 Planning Council meeting. All in favor, motion carried.