



Meeting of the

HIV Health and Human Services Planning Council of New York

May 21, 2009

3:15-5:00 PM

LGBT Center, 208 W. 13th Street

MINUTES

Members Present: J. C. Park, MA, MPA (Governmental Co-chair), S. Elcock (Community Co-chair), B. Backofen, V. Benadava, D. Bird, A. Cohall, M.D., G. DeYounge, J. A. Eddie, A. Etienne, T. Faulkner, M. Gilborn, A. Gutkotich (for D. Marder, M.D.), A. Hardman, J. Hilger (for F. Laraque, M.D, M.P.H.), J. Irwin, P. Laqueur (for I. Feldman), J. Lehane, Ph.D. (for T. Petro), H. Mateo, G. Mercado, L. Freddy Molano, M.D., D. Ng, G. Philip, D. Rakower, J. Ruscillo (for S. Adams), C. Shorter, E. Viera, Jr., D. Walters

Members Absent: A. Aviles, M. Bacon, J. Edwards, L. Fraser, K. Gaither, M.D., S. Hemraj, M. Irizarry, M. Lesieur, T. Mack, M.D., M.P.H.

Staff Present: *DOHMH:* D. Klotz, D. Wong, N. Rothschild, R. Molina; *PH Solutions:* R. Miller, B. Carroll

Agenda Item #1: Meeting Opening/Minutes

Ms. Elcock and Mr. Park opened the meeting, followed by introductions.

Mr. Park introduced the moment of silence in memory of Rodger McFarlane. Mr. McFarlane was one of the true heroes in the fight against HIV/AIDS, helping to found both GMHC and ACT-UP and serving as Executive Director of GMHC and Broadway Cares/Equity Fights AIDS.

Ms. Faulkner reviewed the rules of respectful engagement.

Mr. Park reviewed the conflicts of interest guidelines, the agenda, and the meeting packet.

The minutes of the April 16, 2009 meeting were approved with no changes.

Agenda Item #2: Public Comment

R. Stephen: I am a member of the GMHC CAB, and that agency has signed on to the Denver Principles. They and other CBOs should recommit themselves to those principles of consumer empowerment.

J. Sellman: As a long term survivor of HIV, I support the National Association of People with AIDS (NAPWA) initiative to recommit the community to the Denver Principles and get 100,000 PLWHA to join NAPWA by next World AIDS Day.

M. Rivera: As chair of the GHMC CAB, I support the PLWHA Advisory Group's resolution to increase consumer involvement in the decision making process of Ryan White-funded agencies. Government

can advance this by requiring, through the RFP process, consumer representation on Board of Directors.

Ms. Etienne: I am here to represent PLWHA. We need to support the Denver Principles and AG resolution and focus on the message, not the messenger.

C. Samson: The essence of the Denver Principles is PLWHA empowerment. We have to keep the humanity of PLWHA at the center of our work.

Agenda Item #3: Ryan White Part A FY 2009 Award/Revised Spending Plan

Ms. Hilger reported on the HRSA Objective Review Committee Summary Statement, which describes the strengths and weaknesses of each section of the 2009 Part A grant application, which received a score of 86 this year, compared to last year's score of 97. The NYC response addresses each identified weakness, listing the application guidance, the HRSA question, excerpts from the application, and the NYCDOHMH response. Last year, there were no weaknesses cited in our application, which may be attributed to reviewer selection, order of review and other random variables beyond our control. In addition, the length of our responses was limited by page constraints, which necessitated the removal of repetitive narrative, for which we were penalized. Weaknesses identified include impact on services from release of formerly-incarcerated individuals, use of unmet need in planning, impact of STIs, and costs of service delivery to specific populations. These issues will be addressed in the next application.

Mr. Park noted that Council members have the opportunity to review a draft of the application and urged members to do so in the coming year. He also reported that the EMA's grant was only about \$300,000 less than last year's. This will be made up through reductions in administration, quality management, and in programs, only a \$30,000 reduction in ADAP, which will be made up in the course of the year through reprogramming.

A motion was made, seconded and approved 26Y-0N-1A to accept the final FY 2009 spending plan.

Dr. Lehane presented the Tri-county spending plan, which represents 5.1% of the total grant, based on the percentage of living HIV cases in the EMA. Additional funds will be allocated to ADAP, and the plan will be revisited during the year for possible program enhancements.

A motion was made, seconded and approved unanimously to accept the final FY 2009 Tri-county spending plan.

Agenda Item #4: Grantee Update

Ms. Hilger reported that the FY 2008 close-out (review of expenditures) is nearly complete and only about \$200,000 in under-spending is expected, indicating a very successful year. A report will be given to HRSA next week, followed by a report to the Finance Committee. Also, a revised carry-over request will be submitted to HRSA with funds allocated to ADAP, as per the Council's reprogramming plan.

Dr. Lehane reported that Tri-county is discussing changes to its food & nutrition programs to include nutritional assessment in addition to food provision. Also, the MAI contract continuations are in progress for August 1st execution date.

Agenda Item #5: Rules & Membership Committee Report

Mr. Mercado noted that the Planning Council Bylaws state: "If any member of the Planning Council fails to attend either three (3) consecutive regularly scheduled meetings or fifty (50%) percent of the meetings in any twelve- (12-) month period, without a valid reason being given, the Council may by

majority vote recommend to the Mayor that such member be removed.” Since her appointment in the fall of 2008, Dr. Keicia Gaither has not attended a single Planning Council meeting. In March, the Rules & Membership Committee (RMC) recommended sending Dr. Gaither a letter saying that she was out of compliance with Planning Council attendance requirements and subject to removal. In a follow-up phone conversation, Dr. Gaither responded that she was changing jobs and would subsequently be able to attend meetings. Since then, she still has not attended any meetings and has not offered any valid reason for her absence.

Earlier this month, RMC asked that another letter be sent to Dr. Gaither stating that she was subject to removal from the Planning Council. She has not responded. The matter was brought to the Executive Committee last week, which approved recommending her for removal. According to the Council Bylaws, removal requires a 2/3 vote of the Planning Council. If supported, the recommendation then goes to the Mayor’s Office for the final step of official removal. RMC feels that it is important for the limited number of Council seats to be filled with active members. Since Dr. Gaither is in her first term, her removal now will give us an opportunity to fill her seat during the upcoming new membership process.

A motion was made, seconded and approved unanimously to recommend that the Mayor remove Dr. Gaither from the Council.

Agenda Item #6: Committee Updates

Mr. Park reported that the Care Coordination RFP Task Force met last week and was given hundreds of pages of materials related to the RFP, including transcripts of relevant meetings. A letter from Public Health Solutions has gone out explaining that the RFP has been re-opened without the budget and scale-up document required. The Task Force is charged with looking at the process of how the Council provides guidance on the priorities, and DOHMH staff is limited by City procurement rules to what they can say about any active RFP. *Ms. Hilger* added that agencies that already applied can change their proposal, that new providers can apply, and that existing services will be extended so that there is no disruption in service. *Ms. Elcock* reinforced *Mr. Park’s* statement that the focus of the Task Force is to examine the role of the Council in providing guidance in how to implement priorities that the Council establishes.

Ms. Gilborn agreed with *Ms. Elcock*, adding that the Task Force should look at the relationship between the Council and grantee. She noted that neither *Dr. Sweeney* nor *Dr. Laraque* were at the Task Force meeting and that their participation is critical. Also, *Dr. Sweeney* did not address the re-opening of the RFP at the EC meeting last week.

Mr. Park noted that *Dr. Laraque* is in charge of the DOHMH incidence command structure that is responding to the H1N1 flu crisis and thus has other pressing obligations. Also, *Dr. Sweeney* could not discuss the re-opening of the RFP with the EC before the public was notified, as this would have given the people at the meeting an unfair advantage.

Ms. Miller, in response to a question from *Dr. Molano*, said that a new bidder’s conference is not necessary, as the only change to the RFP is the elimination of the budget/scale-up documents, and that there has been ample time for technical assistance. Also, questions can be submitted to PH Solutions.

Ms. Hilger, in response to a question from *Ms. Gilborn*, said that spending rates will not be adversely affected by the change in the contract start date.

Due to numerous scheduling conflicts, there was a consensus to postpone the next Task Force meeting.

Mr. Ng recommended that the Council endorse a letter from the Policy Committee to Assembly Member *Glick* and Senator *Duane* thanking them for their support of a bill to cap rent contributions from low income PLWHA in supportive housing.

A motion was made, seconded and passed to endorse the letter.

Mr. Ng asked the Council to endorse the testimony, to be given by Ms. Elcock, to the City Council General Welfare Committee, opposing cuts in the Mayor's budget to HASA case management, scattered site housing and nutrition programs.

A motion was made, seconded and passed to endorse the testimony.

The Council agreed to table discussion of the PLWHA AG's Denver Principles resolution.

Ms. Irwin reported that the Needs Assessment Committee continued its discussion on special populations, focusing on SRO residents.

Mr. Bird reported that the Integration of Care Committee will sign off on its guidance for homeless/street youth outreach programs at the next meeting and will begin discussing SRO outreach.

Mr. Benadava thanked Mr. Park and Mr. Wong for their support of the Consumers Committee. The Committee discussed the work of the IOC and had an update on the Medical Monitoring Project.

Mr. Shorter reported that Priority Setting & Resource Allocation received a presentation on the draft service category report cards and the consumer focus groups.

Mr. Mercado reported that RMC will review applications for new members next week. 49 applications were received.

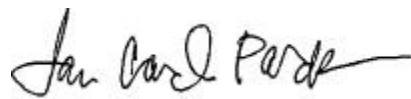
Agenda Item #7: Public Comment, Part 2

M. Rivera: There is a town hall meeting tonight on black gay men and HIV.

The AIDS Institute presentation on the Part A Quality Management Program was tabled to the next meeting.

There being no further business, the meeting was adjourned.

Minutes approved by the HIV Planning Council on June 18, 2009



Jan Carl Park, MA, MPA
Governmental Co-chair