



HIV Health and Human Services Planning Council of New York
July 24, 2008, 3:00-5:30 PM
LGBT Community Services Center, 208 W. 13th St, Rm. 101, New York, NY

MINUTES

Members Present: J.C. Park, MA, MPA (Governmental Co-Chair), S. Elcock (Community Co-Chair), E. Telzak, MD (Chair, Finance Committee), S. Adams (for M. Brune), B. Backofen, V. Benadava (for A. Etienne), R. Bramble Weed, E. Camhi, F. Carroll, O. Clanton (for R. Spellman), J. Hilger (for F. Laraque), J. Irwin, V. Jarvis, G. Joseph (for T. Mack), P. Laqueur (for I. Feldman), J. Leandry-Torres, M. Lesieur, F. Machlica (for L. Fraser), D. Marder, MD, G. Mercado, D. Ng, T. Petro, G. Philip, A. Richardson, E. Viera, Jr.,

Members Absent: A. Aviles, M. Bacon, L. Bishop, R. Canosa, J. Edwards, T. Faulkner, I. Gamble-Cobb, A. Hardman, R. Jackson, MPH, L. Freddy Molano, MD, MPH, W. Okoroanyanwu, MD, A. Perry, A. Quinones, L. Scaccabarozzi, S. Self, PhD

Staff Present: *DOHMH:* J. Bienstock, D. Donaldson, D. Klotz, J. Liut, H. Mavronicolas, N. Rothschild, DrPH, A. Santella, DrPH, J. Wahlstrom, D. Wong. *PHS:* S. Janicki

Agenda Item #1: Meeting Opening/Introduction/Minutes

Ms. Elcock opened the meeting and members introduced themselves. *Mr. Park and Mr. Clanton* led the moment of silence with a tribute to Planning Council member Robert Spellman and Advisory Group member Albertina Audifferen, both of whom recently passed away. *Ms. Elcock* reviewed the Rules of Respectful Engagement and *Mr. Park* reminded the Council of conflict of interest guidelines, especially in view of the budgets being voted upon today. *Mr. Park* reviewed the agenda and meeting materials and asked that members complete a short evaluation of the Planning Council process. *Ms. Elcock* led the review of the minutes of the June 19, 2008 meeting; motion was made to accept, seconded, voted & minutes accepted.

Agenda Item #2: Public Comment, Part I

T. Smith-Caronia: I urge Planning Council members, who not only represent their organizations, but also the NY AIDS community, to carefully consider the programmatic and financial implications of adopting a significant paradigm shift in how case management services will be delivered and to exercise their vote honestly, carefully and with integrity.

M. Miranda (via interpreter): Programs serving immigrant communities, in particular, HIV+ females who are raising families, and other voiceless consumers, have received budget cuts which will significantly affect their clients' access to legal services, primary care services and treatment adherence programs.

Agenda Item #3: Planning Council By-Law Changes

Dr. Okoroanyanwyu, Chair of the Rules & Membership Committee, was unable to attend today's meeting. In his place, Mr. Park presented a summary of the most recent changes to the By-Laws, which have been approved by the Rules & Membership Committee, and most recently, by the Executive Committee on July 17, 2008. Significant changes include the addition of the Director of the Care, Treatment & Housing Program of the Bureau of HIV/AIDS to the following committees: Finance, Rules and Membership, Needs Assessment, Integration of Care and Priority Setting/Resource Allocation, as well as instituting attendance requirements at the Committee level, as has been the practice for full Planning Council members. Mr. Clanton sought clarification on an alternate's membership status when the member becomes ill or dies; Mr. Park clarified that the alternate serves through the remainder of that individual's two year term. A motion was made to accept the recommended By-Law changes; motion was seconded, voted and passed. For more information regarding specific revisions, please refer to the *Bylaws-Proposed Revisions (Approved by Executive Committee 7/17/08)* which is available on the Planning Council website at www.nyhiv.org.

Agenda Item #4: Recognition of Outgoing Members

Dr. Monica Sweeney, Assistant Commissioner of the Bureau of HIV/AIDS Prevention & Control, Ms. Elcock and Mr. Park recognized the hard work and dedication of the following members, who by completing their 2nd two-year term in August 2008, will be retiring from the Planning Council: Ms. Felicia Carroll, Mr. Eli Camhi, Dr. Edward Telzak, Mr. Anthony Richardson, Ms. Gamble-Cobb and Dr. Okoroanyanwyu. Mr. Orbit Clanton and Ms. Noemi Nagy were also recognized for their past service as Planning Council members.

Agenda Item #5(a): 2009 Part A Base Spending and Reprogramming Plan

While Ms. Elcock acknowledged that there may be a misperception that the new Medical Case Management model, for which an RFP is currently being written, is one that excludes a particular type of organizational entity that may apply for funding, she underscored that the purview of the Planning Council does not include developing an RFP or selecting potential contractors. Mr. Lesieur suggested and Mr. Laquer echoed that guidance should be provided in developing the Medical Case Management service model, with priority to medical and community-based consortia and additional language that will include CBOs in the eligibility criteria. Dr. Telzak added that hospitals, as a category, would not receive preferential scoring. Dr. Sweeney advised the Council to not provide guidance that is overly prescriptive so that it would, in effect, limit the types of organizations that could apply. Mr. Park reiterated the motion, to be included in the RFP guidance, as follows:

All providers, up to and including, hospitals, CBOs, clinics, health centers and consortia who have demonstrated the ability to provide the scope of services will be eligible to apply

ACTION: The motion was seconded, vote taken (23 in favor, 2 abstentions). The motion passed.

Mr. Camhi made the following motion:

Accept the budget for the 2009 Part A Base Spending Plan as presented.

ACTION: The motion was seconded and roll call vote was taken: Yes (14), No (1), Abstentions (10). The motion passed.

Agenda Item #5(b): Year 2 MAI Spending Plan

Mr. Park presented the Year 2 MAI Spending Plan, beginning 8/1/08-7/31/09, with an award total of \$9,453,446 of which \$7,601,516 is available for programming for 5 core service categories and 1 non-core service category. Ms Hilger added that the current Priority Setting/Resource Allocation tool's scores and ranking have been applied to this spending plan and that as in the Base plan, Medical Case Management includes the Maintenance in Care and Treatment Adherence service categories. Early Intervention and Housing Placement Assistance remain as free-standing programs. The 24 Hour Drop-In Center, consolidated as part of the Rikers Island Consortium (formerly an Early Intervention service) will fall under HRSA category of Medical Case Management, although it will not follow the Medical Case Management model as applied to communities, given the difference in populations served.

In response to Mr. Lesieur's inquiry as to why the 24 Hour Drop-In Center was moved to Medical Case Management, Ms. Hilger clarified that the program provides many of the same services as other Rikers programs, has changed considerably from last year and has had its funding reduced by 50%.

The motion was made to:

Accept the budget for the Year2 MAI Spending Plan as presented.

ACTION: The motion seconded and roll call vote taken: Yes (18), No (0), Abstentions (7). The motion passed.

Agenda Item #5(c): Tri-County Part A 2009 Spending Plan

Mr. Petro presented the Tri-County Base and MAI budget which was passed by the Tri-County Steering Committee.

The motion was made to:

Accept the budget for the Year2 MAI Spending Plan as presented.

ACTION: The motion seconded and roll call vote taken: Yes (18), No (0), Abstentions (7). The motion passed.

Agenda Item #6 Grantee Report

Ms. Hilger reported that the 2009 grant application, due on September 29, 2008, is currently being developed with the assistance of consultant Mike Isbell. There are no major changes from last year's application process, except for a description of the implementation of client-level data being collected in 2009. The second draft of the application will be available at the end of August 2008 for Planning Council members to review at NYCDOHMH offices.

The MAI grant year will close out on July 31 and NYCDOHMH will be transferring \$1.3 MYN to the NYSDOH AIDS Institute for ADAP/ADAP+ in order to reduce new contracts'

underspending. We will seek to limit underspending to ~8%, which can be carried over to next year without penalties. Discussions will be held in the fall with NYCDOHMH, Public Health Solutions and the new performance-based contractors to discuss their experiences with performance-based contracting. The 2008 Spending Plan continues to guide the allocation of funds for the purposes of enhancements in several service categories; agencies shall be receiving notifications of enhancements.

Agenda Item #7 Committee Updates

Because of time constraints, Committee reports were deferred and will be sent electronically to members.

Agenda Item #9 New Business

There being no further business, the meeting was adjourned.

Minutes approved by the HIV Planning Council on November 20, 2008.



Jan Carl Park, MA, MPA
Governmental Co-chair