

**Andrew J. Spano**  
County Executive

Department of Health  
Joshua Lipsman, M.D., M.P.H.  
Commissioner

**TRI-COUNTY RYAN WHITE TITLE I  
STEERING COMMITTEE MEETING**  
Wednesday, February 8, 2006  
Planned Parenthood – White Plains Center  
175 Tarrytown Road

**APPROVED MINUTES**

- Members Present:** C. Archbald, MD, C. Ardizzone (for B. Ilardi), F. Avellanet (for R. Schiffrin), M. Bannister, L. Beal, L. Bennett, B. Bento-Fleming, C. Burwell, C. Carroll, B. Cauthen, K. Everett, L. Hilton, B. Ilardi, R. Leandre, M. Littles, J. McGovern, J. Park, S. Pemberton, P. Taddeo (for S. Levine, MD), S. Wayne, G. Yarn and O. Young
- Members Absent:** V. Alvarez, H. Blecher, C. Brazil, D. Capasso, G. Diaz, H. Fitzgerald, J. Hilger, L. Hilton, D. Kittell, R. Maher, D. Marlowe, A. Paige-Bowman, T. Payne, M. Piazza, D. Scholar, K. Scott, A. Shurin, K. Slade, D. Stern, L. Tackley
- Guests Present:** T. Ashe (UL), B. Bennet (CHAIN), M. Hodgson-Vargas (CCSNYS) and S. Scalzo (ARCS)
- Staff Present:** J. Lehane, T. Petro, B. Reyes
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**I. Approval of Minutes**

The January 11, 2006 minutes were unanimously approved as presented (S. Wayne/L. Beal).

**II. Announcements**

- The moment of silence was dedicated to the memory of Nadine Latterman who died suddenly on February 2. At the time of her death, Ms. Latterman was the Director of Regulatory Affairs at Westchester Medical Center. She was the chief architect of WMC's AIDS Care Center. A memorial service was held yesterday at WMC. (An obituary notice from The Journal News was distributed to Steering Committee members.)
- This will be the last meeting that Kelli Everett will be attending in her position as the Lower Hudson Title II Network Coordinator. She accepted a new position with the March of Dimes. Her replacement has not yet been named. Kelli was thanked for her four years of steadfast service which added tremendous organization and stability to Network operations and the cause.

- A flyer was distributed regarding a provider training at Westchester Medical Center on February 16 titled "Incorporating HIV Prevention into the Medical Care of Persons Living with HIV."

### **III. Update Reports**

#### **Living Together** (G. Yarn)

- Rick Birchard presented at the January 19<sup>th</sup> LT meeting, gathering input from LT members for a new NYS curriculum focused on improving communication between clinicians and consumers.
- At the next LT meeting, a representative from Montefiore Hospital will present on the agency's homecare services provided in Westchester County.
- The next LT meeting will be held on February 23, 2006 at Family Services of Westchester, One Summit Ave., White Plains.

#### **Title II** (K. Everett)

- The Case Management Committee hosted a breakfast forum on February 6<sup>th</sup> on Medicare Part D and ADAP. Ryan Nathan and Tracy Ashe of the ADAP Outreach and Enrollment Program at the Urban League of Westchester walked everyone through the processes of enrolling a client into a prescription drug plan. About 20 case managers attended.
- On February 7<sup>th</sup> (AIDS Awareness Day) several consumers and providers visited Albany to increase HIV/AIDS awareness among the NYS legislators. The contingent was able to make four legislative visits and talked about HIV/AIDS services for women, housing issues, and Medicaid and Medicare benefits. Three consumers, along with Kelli Everett and Tracy Ashe, attended. (M. Littles reported that the person who fell out the bathroom window when the bus took a sharp turn is fine and will recover fully from his minor injuries.)

#### **Title I** (T. Petro)

- Jan Park reported that Ryan White CARE Act reauthorization may occur sooner than expected, possibly by the spring. It is still unclear whether or not the guiding principles set forth by President Bush will be applied to this reauthorization. The extent to which funding for Hepatitis-C and other co-morbidities will be included in the reauthorized CARE Act is still unknown. (Tri-County is still waiting for a report from NYSDOH on the prevalence and treatment of Hep-C in the region.)
- This year, through several service category funding enhancements, all but about \$100,000 in award monies has been committed. The balance will contribute to carryover as will leftover funds not vouchered by Title I agencies. Traditionally, Tri-County has about \$400,000 in unspent funds. It is anticipated that there will be less this year; the final carryover amount will be reported out at the May or June meeting after the fiscal year is fully closed out.
- All but one of the Year 16 (3/1/06-2/28/07) continuing funding applications (CFA) have been received and are under review. The award notice has not yet been issued by HRSA, though, at best, level funding is expected. If there is a reduction, the results of the ranking tool may be utilized to apply cuts.

- As part of the effort to get people into medical care, language was added to contracts indicating that data regarding primary care status (e.g., last medical visit, viral load test, and CD-4 count) must be collected. The information will be entered into the URS (Uniform Reporting System) database and sent to NYCDOHMH via providers’ monthly data extracts and, likewise, will be reviewed by the NYSDOH/AI as part of its quality management contract to evaluate Title I services. Exact reporting procedures are under development and Title I providers will be trained later in the year.
- The Title I case management service category was last RFPed in 1998 for contracts starting in 1999. The WCDH intends to re-RFP later this year for new programs effective 3/1/07. The Ryan White case management committee will play a central role in reviewing and re-tooling the current program model, but all other service committees and Living Together will provide input as well.
- The respite care program at VOA has officially ended last year as a separate Ryan White Title I-funded program, and this year the volunteer coordinator position is being discontinued altogether. The demand for these services has decreased over the years. VOA will continue to offer respite care through their volunteers, however, and anyone who needs these services should contact Brad Cauthen at 914-741-2200 x20.
- The CDC’s DEBI (Diffusion of Effective Behavioral Interventions) overview presentation by the University of Rochester on “Healthy Relationships” (prevention with positives) was held on January 26<sup>th</sup> at ARCS and 35 providers from 27 agencies attended the day-long event. Many of the attendees were concerned that the DEBI program was too complicated, extensive and costly to be applicable to agencies in the Tri-County region. In order to meet all of the DEBI requirements, full-time staff and peer educators at each agency have to be in place. WCDH staff will determine if the current DEBI model might be modified to make a better fit with the Tri-County region. There was consensus, nonetheless, to bring the larger four-day training to Tri-County in the spring.

**IV. Service Gap Presentation (B. Bennet)**

The results of the last three years of data collection by the CHAIN project indicate that housing needs rank very high for consumers in the Tri-County region (see Table 1). Transportation and mental health (Emotional-Psychological) needs were ranked in the middle range and legal service needs were ranked lower. In general, the data show more “gaps” in service for professional mental health than for transportation and housing.

**Table 1. Rank Order of Needs and Gaps from the CHAIN Data**

<b>RANKING</b>	<b>NEEDS</b>	<b>GAPS</b>
1	Financial Support	Comprehensive Case Management
2	Housing Needs (financial help and quality of housing)	Alcohol and Other Drug (AOD) Treatment
3	Food	Patient-Provider Communication
4	Alcohol and Other Drug (AOD) Treatment	Professional Mental Health Care
5	Household Items	Comprehensive Medical Care
6	Transportation	Case Management Counseling
7	Emotional/Psychological Care	Transportation
8	Legal Services	Treatment Adherence
9	Education/Job Training	Supportive Mental Health
10	Home Health Care	Permanent Housing
11	Child Care	Financial Support for Housing

**V. Tool for Ranking Spending Priorities**

Four more service categories were scored (see Table 2). Housing Assistance was given a total weighted score of 79 out of a possible 100 points; Legal Services scored 57 points; Mental Health Services, 90; and Transportation, 85. Of the four, Mental Health Services is the only category identified by HRSA as a “core service” and, therefore, received a full 15 points given the weighting factor.

Three service categories remained to be scored at the next Title I meeting: Oral Health Care, Outreach Services, and Treatment Adherence Services. (A remaining funding category – Program/Planning Council Support – does not lend itself to scoring using the ranking tool since no direct client services are supported under the category.)

**Table 2. Results of Service Category Assessment Grid**

<b>Service Category</b>	<b>Payer of Last Resort (6)</b>	<b>Access to Care (4)</b>	<b>Specific Gaps/Needs (3)</b>	<b>Core Service (3)</b>	<b>Consumer Priority (4)</b>	<b>Total</b>
<i>Maximum Score</i>	<i>5 pts x 6 = 30</i>	<i>5 pts x 4 =20</i>	<i>5 pts x 3 =15</i>	<i>5 pts x 3 =15</i>	<i>5 pts x 4 =20</i>	<i>100 pts</i>
Ambulatory/Outpatient Care	24	16	9	15	20	<b>84</b>
Case Management	24	20	15	15	20	<b>94</b>
Food Bank/Home Meals	24	16	15	0	20	<b>75</b>
HIV Uninsured Care Programs (ADAP, ADAP+, APIC)	30	20	15	15	12	<b>92</b>
<b>Housing Assistance</b>	24	20	15	0	20	<b>79</b>
<b>Legal Services</b>	24	12	9	0	12	<b>57</b>
<b>Mental Health Services</b>	24	20	15	15	16	<b>90</b>
<b>Transportation</b>	30	20	15	0	20	<b>85</b>
<i>Oral Health Care</i>						
<i>Outreach Services</i>						
<i>Treatment Adherence Services</i>						
<i>Program/Planning Council Support</i>						

**Next Steering Committee Meeting**  
**March 8, 2006**  
**10:00 am-12:00 noon**  
**Planned Parenthood – White Plains Center**  
**175 Tarrytown Road**