

**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, September 8, 2004  
Planned Parenthood – White Plains Center

**APPROVED MINUTES**

- Members Present:** L. Bennett, C. Brazil, G. Diaz, H. Fitzgerald, D. Frantzen, B. Ilardi, R. Leandre, R. Maher, R. Marrero, J. Sclafani (for J. Ganapol), C. Silva (for G. Moon), S. Sullam (for H. Blecher), P. Taddeo (for S. Levine, MD), A. Straus, S. Wayne, R. Williams, G. Yarn
- Members Absent:** V. Alvarez, W. Bullock, D. Capasso, B. Cauthen, L. DiPierro, K. Everett, R. Glicksman, M.D, J. Hilger, L. Hilton, J. Hornig, J. Levy, M. Littles, J. McGovern, R. Ortiz, A. Paige-Bowman, S. Pemberton, M. Piazza, R. Schiffrin, D. Scholar, K. Scott, K. Slade, M. Lopez-Squillini, L. Tackley, O. Young
- Guests Present:** D. Abramson, G. Schmits, M. Hodgson-Vargas, R. Cisneros
- Staff Present:** E. Fitzgerald, J. Lehane, T. Petro, B. Reyes
- 

**I. Approval of July 8, 2004 Minutes**

The minutes were unanimously approved.

**II. Announcements**

- Three handouts included in the folders were highlighted: 1) *CDC's HIV Content Guidelines* for prevention programs, 2) NYCDOHMH's response to HRSA on reauthorization issues, and 3) a flyer about the September 21 AETC (AIDS Education & Training Center) symposium on *Clinical & Mental Health Updates in HIV Care*.
- The Committee was reminded about the upcoming November 1 conference for HIV service organizations sponsored by the Council of Community Services of NYS, Inc. on *Strategies for Successful Fund Development*.
- ARCS AIDS Walk will be held on Saturday, October 9 at Kensico Dam Plaza in Valhalla. A promotional flyer was distributed.

### III. Updates

Living Together: The Living Together Annual Picnic was held on August 14 at FDR Park in Yorktown. Many people attended bringing along friends and family. The weather was great with the predicted hurricane winds and rains not putting a damper on the festivities.

Title II: With K. Everett absent, no report was given.

### IV. Title I Spending Plans

Year 14 (3/1/04 - 2/28/05) Budget Review: The Year 14 updated budget, now including the new priorities approved in the July Steering Committee meeting, was reviewed. The new budget at \$5,805,884 includes enhancements for food, housing assistance, transportation, trainings, and a needs assessment for the Haitian community.

Year 15 (3/1/05 - 2/28/06) Budget Review: The Year 15 budget, the priorities for which were also approved in July, was reviewed. The budget, which carries the Year 14 priorities plus the Year 14 enhancements cited above (with exception of the Haitian needs assessment) will be used as part of the New York EMA's (Eligible Metropolitan Area) Year 15 application to HRSA (Health Resources & Services Administration).

Year 13 (3/1/03 - 2/29/04) Carryover Spending Plan: Though there was consensus in previous meetings that last year's carryover should be allocated to the HIV Uninsured Care Pools (ADAP & ADAP-Plus), the Steering Committee confirmed that the \$377,701 carryover, which includes \$56,867 in Minority AIDS Initiative (MAI) funds, plus \$22,299 in award funds (i.e., \$400,000 total) will go to the pools.

### V. Disposition of Title I Legal Services

The Steering Committee reviewed the HRSA definition and policy regarding the use of Title I funds for legal services:

*Services directly necessitated by a person's HIV status including preparation of powers-of-attorney, do-not-resuscitate orders, wills, trusts, bankruptcy proceedings, and interventions necessary to ensure access to eligible benefits, including discrimination or breach of confidentiality litigation as it relates to services eligible for funding under the CARE Act.*

In this regard, Title I-funded legal services for issues surrounding housing court or immigration, for example, are only permissible if clients are shown to be discriminated against or denied other direct services because of their HIV-positive status. The Steering Committee was advised that WCDOH staff will ensure that all legal programs are operating in compliance with the policy and that members would be apprised if any adjustments are warranted.

### VI. Updates: Title I

- Trainings: WCDOH staff are in discussion with the NYSDOH/AIDS Institute about bringing PCRS (Partner Counseling & Referral Services) training for CBOs to the Tri-County region in an effort to help identify more people living with HIV and connect them to primary care. Additional trainings will also be developed by an ad hoc (time-limited) Steering Committee task force on provider/client communications and bolstering the role of case managers.
- Haitian Needs Assessment: David Abramson reviewed the findings of an analysis of data from Haitian participants of the Tri-County CHAIN study. He cautioned that the sample was very small, however the

**Title I Steering Committee Meeting Minutes**

**September 8, 2004**

**Page 3 of 3**

findings indicated that this group has significantly more stigma issues and need for supportive services. An ad hoc committee will meet to further discuss the findings and develop this initiative.

- Treatment Adherence Model: All Steering Committee members were invited to attend a meeting of the Health Committee on September 22 to help develop the treatment adherence model which hopefully will be funded next year. An RFP (Request For Proposals) is slated to be released later this year.
- Putnam HIV Primary Care Start-Up: B. Ilardi announced that the Putnam County Health Department has received a grant from United Cerebral Palsy to open a community-based clinic for the indigent and is exploring ways of integrating HIV primary care into the mix of services to be provided. (As a result, the Title I funding originally allocated for HIV primary care start-up in Putnam this year had been re-allocated to other priorities.)
- Putnam Transportation: B. Reyes announced that ARCS transportation program was looking to contract with one or more cab services based within Putnam (Westchester companies are now being used) as a way to remedy some of the complaints from Putnam residents about drivers not knowing the territory, arriving late, etc.

**VII. Next Meeting**

The October 13 Steering Committee meeting was canceled, but subsequently re-scheduled for Thursday, October 21, 2004, 9:30 AM at Planned Parenthood - White Plains Center.