



Meeting of the
EXECUTIVE COMMITTEE

Thursday, March 10, 2011

3:00-5:00 pm

Hispanic Federation, 55 Exchange Place, 5th Fl. Conf Rm, NY, NY

MINUTES

Members Present: Jan Carl Park (Governmental Co-Chair), Matthew Lesieur (Community Co-Chair), Victor Benadava, Sean Cahill, Gregory Cruz, John Anthony Eddie, Marya Gilborn, Alexander Hardman, Lee Hildebrand, JoAnn Hilger (for F. Laraque), Kali Lindsey, Gonzalo Mercado, Allan Vergara, Dorella Walters

Members Not Present: Damian Bird, Felicia Carroll, Steve Hemraj, Charles Shorter

Staff Present: David Klotz, Graham Harriman, Rafael Molina, Nina Rothschild, DrPH, Darryl Wong

Public Health Solutions: Gucci Kaloo

Agenda Item #1: Welcome/Minutes:

Jan Park, Governmental Co-Chair, opened the meeting and members introduced themselves. A moment of silence was observed, noting the passing of former Planning Council member Chloe Dzubilo and the meeting agenda and materials were reviewed. The minutes of the February 10, 2011 meeting were reviewed and approved.

Agenda Item #2: Public Comment

There were no public comments.

Agenda Item #3: Rules & Membership Committee: Bylaws Revisions

The Rules & Membership Committee (RMC) has recommended bylaws revisions regarding
1) Article VII, Committees, Section 1, Procedures for appointment of Committee members and
2) Article VII, Committees, Section 5, Standing Committees/Election of Consumer At-Large.

With respect to Article VII, Section 1, it is proposed that the language be amended to include the Finance Officer, along with the Governmental Chair and Community Co-Chair for appointments to standing committees. In addition, it is proposed that the Rules & Membership Committee will review Committee applications and make recommendations to the Council officers for appointments.

ACTION: *A motion was made to approve the change, as noted above. The motion was seconded and carried and will go before the full Planning Council for consideration.*

The second proposed Bylaw revision, Article VII, Section 5.1.2(e), addressed the election of the Consumer-At-Large; the proposed amended language calls for the election of this individual, a member of the Planning Council, at a joint meeting of the voting members of the PLWHA Advisory Group and the Consumers Committee no more than 90 days before the end of the Planning Council session.

ACTION: *A motion was made to approve the change, as noted above. The motion was seconded and carried and will go before the full Planning Council for consideration.*

Agenda Item #4: Priority Setting/Resource Allocation

Allan Vergara reported that the Priority Setting and Resource Allocation Committee has completed its process for developing scenarios for possible reductions in the FY 2011 award. D. Klotz described the process, which began in spring 2010 with the annual review of priorities and rankings using the approved PSRA ranking tool, which used the most recently available data to assign priority scores to all service categories. These scores, based on five criteria (payer of last resort, consumer priority, etc.) are used to give weight to any reduction in the award, based on the relative importance of the service categories in the portfolio.

For FY 2011, with the base and MAI grant years synchronized, PSRA considered the full award as one unified grant in order to mitigate a possibly larger cut in some programs. Further rationale for considering a combined award is that both funding streams are providing the same services to the same populations, providers did not apply for funding under a particular source of funding but are assigned after the grant awards are made, and the priority ranking is done by service category, and not divided by source of funding.

The FY 2011 spending plan will begin with the actual carrying costs of programs (modifications from the FY 2010 plan were made due to permanent contract take-downs and terminations in some categories). NYSDOH AIDS Institute has agreed that the first \$3 million of any cut will go to reduce the allocation to ADAP. An additional \$1 million can be taken off the ADAP allocation at the beginning of the year, to be restored later through reprogramming. This will mitigate possible cuts to all other services and demonstrates the close working relationship between the City and State. If the cut to the overall award is more than \$4M, cuts will be made proportionately to all categories (base and MAI combined) using the formula from the previously approved ranking tool. Mr. Klotz reviewed the hypothetical scenario of a 5% reduction in the overall award, reducing programmable dollars from \$100,639,738 to \$95,457,751, so that Council members could see how the reductions are distributed across the spending plan. A 5% cut to the combined (Base & MAI) programs would result in a 4.27% cut to the programs, as opposed to a 4.10% cut to Base only-funded programs and a 6.37% cut to MAI only-funded programs. It was noted that some PSRA Committee members are concerned with the fairness of cuts among categories, some of which are better positioned to absorb those cuts, than others. The current scenario planning cannot be put into place until there is a full award, which is dependent upon Congress approving the budget.

Agenda Item #5: Committee Updates

PLWHA Advisory Group. Rafael Molina reported that the AG will be meeting on Saturday, March 12 where members will be developing questions for HRSA during their technical assistance visit. As membership is waning, an outreach plan will be developed.

Consumer Committee. Victor Benadava reported that the Committee discussed the Consumer Advisory Board survey, received a presentation on HIV & Aging and continued updating members on Borough-wide networking opportunities for consumers and providers.

Integration of Care Committee. Dr. Rothschild reported that IOC received a presentation on harm reduction interventions and began planning for Mental Health services, with an overview of Ryan White-funded MH services and a CHAIN presentation on mental health and patterns of utilization.

Needs Assessment Committee. Dr. Hildebrand reported that NAC continued to discuss provider input into the HIV provider resource inventory, received a CHAIN presentation on service needs and gaps and an epidemiologic update on HIV/AIDS in NYC, as well as a demonstration on geospatial mapping.

Finance Committee. Mr. Klotz reported that the Finance Committee will be meeting to review the 3rd quarter base and MAI spending reports as well as to discuss the use of administrative funds for research and evaluation activities.

Policy Committee. Dr. Cahill reported that the Committee began discussing allowable HRSA-funded policy-related activities, alternatives to those activities not allowed by HRSA and several Medicaid Redesign proposals. Jan Park clarified that activities asking for increases in funding are not permissible.

Agenda Item #6: Grantee Update

Jan Park reminded the Committee that HRSA will be conducting a technical assistance site visit from March 16-18, requiring a commitment on behalf of Council members of a day and a half. The expectation is that all Planning Council members will attend both days of the training on March 16 & 17th. After the full Planning Council meeting, HRSA will meet separately with the PLWHA Advisory Group. Planning Council Committee members will be attending an abridged training on March 18th.

JoAnn Hilger reported that the new HIV testing RFP was released, with responses due on March 14. The FY11 award will be delayed until the NY EMA receives its award, which will be half of the formula award and half of the MAI award. The award will be retroactive to March 1, 2011. There will also be additional clarification on the use of incentives.

Julie Lehane reported that that the Tri-County region is reviewing continuing funding applications and is engaged in scenario planning.

Darryl Wong reminded Executive Committee members to avail themselves of the Parliamentary training which is currently available online. Some members have reported that their access has expired.

The agenda for the March 17, 2011 full Planning Council meeting was reviewed and approved.

Agenda Item #7: Public Comment

There was no public comment.

There being no further business, the meeting was adjourned at 4:45 PM.