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County Executive

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Acting Commissioner of Health

**TRI-COUNTY RYAN WHITE
HIV/AIDS TREATMENT EXTENSION ACT (of 2009)
PART A STEERING COMMITTEE MEETING
Wednesday, June 8, 2011
ARCS/Hawthorne**

APPROVED MINUTES

Members Present: E. D'Aquino (for M. Shelley), A. Beltran-Ruggiero, L. Bucknor, M. Donoghue, M. Fede (for T. Saari-Aliotta), H. Jones, R. Maher, P. McGovern (for J. McGovern), R. Meyer, S. Thomas, J. Ruiz-Perez, L. Reid, S. Riordan, C. Lemus (for R. Schiffrin), H. Sherwin, A. Straus, and G. Yarn

Members Absent: V. Alvarez, M. Bannister, B. Bento-Fleming, C. Brazil, M. Diaz, C. Douaihy, A. Hardman, B. Ilardi, D. Kittel, T. Otisi, M. Pizza, D. Scholar, K. Scott, and K. Slade

Guests: H. Easterling (UL) and P. Moorer (CHAIN)

Staff: F. Avellanet, L. Hakim, T. Petro

I. Approval of the May 11, 2011 Steering Committee Meeting Minutes

A motion (C. Lemus, L. Reid) was approved to accept the meeting minutes of May 11, 2011 as presented.

II. Introductions and Announcements

- On Wednesday, June 16, from 2 – 3:30 p.m., NYSDOH will present a webcast on “Medicaid Managed Care for PLWHA” residing outside of NYC. Effective November 1, 2011, the managed care exemption for Medicaid beneficiaries with HIV/AIDS outside of NYC will be eliminated, thus fee-for-service Medicaid will end for this population. (The exemption for NYC residents was eliminated last year.) PLWHA who reside in counties affected by this change will be asked to choose a managed care plan or one will be chosen for them. For more information call NYSDOH at 518-474-3045.
- Living Together staff have been moved from Port Chester to the Family Services of Westchester office at One Summit Avenue in White Plains.
- On Friday June 24, from 8:30 a.m. – 3 p.m., Mount Vernon Hospital will be holding its second annual health fair at the Guidance Center in New Rochelle. For further information contact Gerald Miller at gmliller@sshsw.org.

- On Monday, June 27, 2011 (National Testing Day) the Sharing Community will hold its annual health fair, with 28 agencies participating, and is extending an invitation for others to join. About 500 people are expected to attend the event which will be held from 11a.m. – 7 p.m. at Lincoln Park in Yonkers. For further information contact Donna Bell at 914-963-2626.
- As of June 30, 2011 NYSDOH/AIDS Institute (AI) funding for Nyack Hospital's childrens' HIV/AIDS immunotherapy program will end and a new children's program will be initiated at Westchester Medical Center (WMC). Patients receiving services under Nyack's program will be referred for continuation of care to the new program, but a WMC clinic for adolescents with HIV/AIDS will be held monthly at the Rockland County Department of Health (RCDOH). WMC will also collaborate with RCDOH to ensure continuation of HIV primary care services for adults and adolescent population in the mid-Hudson Valley.
- The CAEAR (Communities Advocating Emergency AIDS Relief) Coalition, the national group which advocates for grant recipients under Ryan White Parts A and C (Part C funds early intervention services), has sent a letter to HRSA (Health Resources Services Administration) requesting that the agency's new Parts A and B monitoring standards, which were recently released and effective April 1, 2011, not be implemented at this time. The Coalition expressed many operational concerns and providers were not given an opportunity to review and comment on implementation. HRSA is planning technical assistance sessions, but not until July, four months after the effective date.

III. Quality Improvement

The NYSDOH/AI conducts Quality Improvement (QI) Learning Networks (LN) for Part A-funded early intervention, food/nutrition, harm reduction, medical case management (MCM) and mental health programs in the New York Part A EMA (Emergency Metropolitan Area). These LNs are designed to bolster provider capacity for "continuous" QI. LNs are facilitated by staff from the NYSDOH/AI and MCM providers meet quarterly. Funding for all Part A quality management activities, currently at \$3 million annually, is allocated by the NY HIV Planning Council from NYC's Part A award; no Tri-County Part A funding supports QM in the EMA, though the MCM LN is conducted in Westchester.

MCM providers recently presented on their individual QI projects at the May and June MCM LN meetings. The projects resulted from a review by the AI of MCM services for PLWHA served in 2009. The evaluation of client records measured how closely each MCM program adhered to a set of quality indicators established by the MCM Committee in 2008. At today's meeting Errol Moodie, director of case management at Mount Vernon Neighborhood Health Center, presented the agency's "storyboard" project which, based on data collected by the Center's QI team before and after the project was implemented, resulted in significant improvement in patient adherence to medical appointments.

IV. Updates

Living Together

Gerald Yarn advised that on Sunday, July 17, from 10 a.m. – 4 p.m., at Franklin D. Roosevelt State Park in Yorktown Heights, Living Together will hold what appears to be its final annual picnic due to the upcoming dissolution of the Burns Foundation which supported the event over the years. Tri-County residents (only please) must RSVP by July 5 by calling 914-548-7057 or 914-772-4526.

Hudson Valley HIV Community Network

Rob Maher distributed a flyer listing Hudson Valley HIV testing sites compiled by the Network for June 27, National Testing Day.

CHAIN (Community Health Advisory Information Network)

Phyllis Moorer reported that as of June 7 the Columbia University Mailman School of Public Health's CHAIN project has made contact with the following four agencies in order to recruit participants this year for interviews: Grace Church Community Center, SoundShore Medical Center, TOUCH – Together Our Unity Can Heal, and Urban League of Westchester. Grace Church is expected to provide a client roster within a week from which a randomized list of potential participants will be drawn. SoundShore will add three additional days for "onsite" recruitment because earlier visits by CHAIN staff only yielded three participants. TOUCH already provided a list of eligible clients which was randomized and sent back to the agency for recruitment. Letters will be sent to clients of Urban League inviting them to participate in the study. Upcoming recruitments are scheduled for ARCS in July; Open Door Family Medical Centers, August; Rockland County Department of Health, September; Hudson River Health Care, October; and Living Together, November.

V. Part A Funding

Year 20 (3/1/10 – 2/28/11) Carryover Spending Plan

With \$163,286 in Year 20 under spending, i.e., \$152,807 in base funds and \$10,479 in MAI (Minority AIDS Initiative), and given the likelihood of a reduced Year 21 Part A award, there was consensus at the June meeting that the underspent Year 20 funds need to be carried over for allocation in Year 21 to address an anticipated program deficit. Although carryover has been allocated in recent years to ADAP, there was agreement that this time the funds would go to one or all of three categories to purchase items for which unit costs can be determined: 1) rent and utility subsidies (HRSA service category: Housing Services), 2) pantry bag meals and food vouchers (Food Bank/Home-Delivered Meals), and 3) cab rides (Medical Transportation). The Tri-County's Year 20 carryover plan must be combined with NYC's plan and include the number of clients to be served and the number of units to be delivered, with the unit cost for each. As it was learned just prior to today's meeting that the carryover plan due date has been moved to the end of July, the vote on the carryover plan was postponed until the July Steering Committee meeting. By then the Year 21 award should be known which may also inform the decision for allocating Year 20 carryover funds.

Year 21 (3/1/11 – 2/29/12) Service Category Scores/Spending Plan

A "scoring tool" spreadsheet was presented which demonstrated how the Steering Committee's service category scores, determined in prior meetings, would affect Tri-County programs given a hypothetical 5% cut in the Part A award this year. The scoring tool was developed in NYC for the HIV Planning Council which usually abides by funding allocations resulting from the implementation of the tool, though sometimes the Council makes changes to one or more categories before applying their scores.

With the application of the Steering Committee's scores and an award cut of 5%, those categories that scored a perfect 8 (ADAP & MCM) would nevertheless see a 4.43% decrease (all categories get reduced regardless of scores), while EIS – the service category scoring lowest at 3.4 – would be cut by 10.41%. The overall cut for all programs in the aggregate would be 5.79%, higher than 5%, because Tri-County will receive just 4.71% of the EMA's award this year, down from 4.9%. Despite the presentation using the more methodical scoring tool, the Committee resisted utilizing it in Tri-County and instead wanted to wait until the award is known and then apply "surgical" cuts to one or more specific categories to be determined at the July meeting.

Subsequent to today's meeting, the NY HIV Planning Council voted to give NYCDOHMH the authority to implement the NYC Year 21 spending plan as soon as the award is known using the Council's scores in order to save time. Much administrative work will be necessary to amend contracts and NYC wants to maintain a seamless provision of care in all programs. Tri-County, on the other hand, plans to revise budgets using budget modifications which do not necessitate contract amendments; Tri-County services will also continue seamlessly.

Year 22 (3/1/12 – 2/28/13) HRSA Application Spending Plan

It was noted that on the heels of establishing a Year 21 spending plan, the next urgent order of business will be to determine a Year 22 spending plan for the NY EMA's application for funding to HRSA. No application guidance has yet been released, but the application is usually due in the early fall. Regardless, the grant writer contracted by NYCDOHMH can move forward on a draft if the EMA's proposed spending plan has been finalized. (The grant application guidance does not change to a great extent from year to year.) Assuming the Year 21 award notice will be received in the first week of July as HRSA recently advised, the Steering Committee will need to vote on a Year 22 spending plan at its July meeting.

(The next Steering Committee meeting, scheduled for Wednesday, July 13, was subsequently cancelled and rescheduled for Wednesday, July 20, 9:30 a.m. – 12:30 p.m., at ARCS in Hawthorne.)