



Meeting of the  
**EXECUTIVE COMMITTEE**  
Thursday, October 18, 2012, 3:00-5:00pm  
DOHMH, 2 Gotham Center, 42-09 28<sup>th</sup> Street, Conference Room 19-27,  
Long Island City, NY

### **MINUTES**

**Members Present:** Jan Carl Park (Governmental Co-Chair), Dorella Walters (Community Co-Chair), Robert Cordero (Finance Chair), Victor Alvarez, Victor Benadava, Felicia Carroll (Consumer-At-Large), Nancy Cataldi, Gerald DeYounge, Sharen Duke, John Anthony Eddie, Marya Gilborn, Graham Harriman, Lee Hildebrand, DSW, Tom Petro, Allan Vergara

**Members Not Present:** Gregory Cruz, Joan Edwards, Charles Shorter

**Staff Present:** David Klotz, Rafael Molina, Nina Rothschild, DrPH, Darryl Wong, Rachel Miller (Public Health Solutions), Gucci Kaloo (Public Health Solutions), Joan Corbisiero (Parliamentarian)

#### **Agenda Item #1: Welcome & Introductions**

Dorella Walters, Community Co-Chair, opened the meeting followed by member introductions. Nancy Cataldi led the Committee in a moment of silence and Jan Park, Governmental Co-Chair, reviewed the meeting agenda and the meeting materials, which included NYCDOHMH Health Alert Notifications # 27 and #28 regarding meningococcal disease among MSM and vaccination recommendations. It was noted that Dr. Monica Sweeney, Assistant Commissioner of the Bureau of HIV/AIDS Prevention & Control will be addressing the full Planning Council on October 25 to respond to concerns regarding this issue of public health importance.

#### **Agenda Item #2: Review of Minutes**

The minutes were distributed to members electronically for review and comments. Hearing no comments, the minutes were approved as presented.

#### **Agenda Item #3: Public Comment #1**

Dr. Jeffrey Birnbaum submitted oral testimony and printed handouts detailing the loss of \$1.7 million in Part D funds (a/o October 31) to the FACES Network, a consortium of Brooklyn-based providers serving women, infants, children and youth. Rachel Miller advised that the Council's re-programming plan would need to be revisited if funds were to be identified to restore this loss in funding.

It was suggested that a Part D Workgroup be created in order to discuss alternatives and solutions, given the restrictions of Planning Councils from entering into discussions related to agency-specific contracts and programs. Marya Gilborn, Nancy Cataldi, Gerald De Younge, Victor Benadava, Dorella Walters, Felicia Carroll, Rachel Miller, Anna Thomas (on behalf of Graham Harriman) and Graham Harriman expressed interest in participating in this time-limited workgroup.

#### **Agenda Item #5: Planning Council Updates**

The following Planning Council updates were provided:

**PLANNING COUNCIL ORIENTATION, TRAINING & RETREAT:**

- The Planning Council full-day new member orientation was conducted on October 16<sup>th</sup> with all nine newly-appointed members attending.
- The Leadership Training Institute (LTI) will be conducting a full-day Priority Setting/Resource Allocation in the fall.
- The Planning Council on-line training, consisting of three modules, is operational and is accessible through the Planning Council's website, [www.nyhiv.org](http://www.nyhiv.org). Several new members have taken this online training.
- The Planning Council Strategic Thinking Retreat will be convened in mid-November (either 11/13 or 11/19) and will build upon last year's event using a small group discussion format to address issues related to changes in NYC's Ryan White portfolio in relation to health care reform.

#### **PLANNING COUNCIL LEADERSHIP:**

- Vacancies in Planning Council Committee leadership – PSRA, Needs Assessment and Policy, were announced and expressions of interest will be solicited at the Planning Council meeting on October 25. Sharen Duke indicated her interest in Co-Chairing the PSRA Committee, in light of Allan Vergara's vacating his Co-Chairmanship, due to conflicting professional commitments.

#### **PLANNING COUNCIL TECHNICAL ASSISTANCE:**

- Emily Gantz McKay, HRSA Technical Assistance Consultant, has provided input to NYCDOHMH & Planning Council staff regarding the Memorandum of Understanding, the Needs Assessment Process and the Consumer Borough-based Listening Sessions, which will take place in Spring 2013.

#### **PLANNING COUNCIL BY LAWS & OPERATING PRINCIPLES:**

- The Mayoral Executive Order (#162) has been executed and is in force, changing members' terms from two years to three years and eliminating alternates, with the exception of governmental representatives.

#### **SERVICE CATEGORY DEVELOPMENT & RE-PRIORITIZATION:**

- Given the expansion of Medicaid, the development of Health Homes and the implementation of HRSA Monitoring standards requiring agency Medicaid certification, as well as the development of service directives in Harm Reduction services, Mental Health services, Health Education/Risk Reduction, Care Coordination, oral health care and home health care, the Grantee will work with the Integration of Care Committee and Planning Council to develop a list of re-prioritized services.
- Sharen Duke suggested that the NYCDOHMH contractor reimbursement, payment methodology and client-disenrollment policies related to client transition from care coordination programs to health homes be revisited in light of the ongoing development, implementation and enrollment of health homes. Graham Harriman noted that this is an evolving discussion between NYCDOHMH and the NYSDOH.

#### **RYAN WHITE FUNDING:**

- Jan Park provided an update on Budgetary Sequestration and the Continuing Funding Resolution in place. Currently, NYC is operating on FY12 funding levels until March 2013, if sequestration does not occur on January 2, 2013. Current contractors would be funded with partial awards. Given the lack of compromise during Congress' budget discussions last year, sequestration will usher in 8.2% in across-the-board cuts, in addition to any cuts issued by the Budget Control Act. Public Health Solutions has analyzed the impact of these possible cuts, which will affect ~5,300 clients in NYC.

#### **OTHER PLANNING COUNCIL ISSUES:**

- Jan Park informed the Committee that the Planning Council will no longer report to the Division of Policy & External Affairs, but rather directly to Dr. Jay Varma, Deputy Commissioner of Disease Control.

- Several Planning Council members expressed concern that there is insufficient time allotted to strategic discussions involved in planning and a changing health care landscape and environment. Specifically,
  - Dorella Walters suggested that the Planning Council meeting be extended.
  - Robert Cordero added that given our delayed start due to late member appointments, the Planning Council agenda should include time for in-depth discussions related to the Planning Council's mission, including action items, and if necessary, reduce time allotted to the Meningitis discussion, the Memorandum of Understanding (which has heretofore undergone much discussion) and agency-specific discussions. Several members concurred with this assessment.
  - Lee Hildebrand noted that Planning Council members have a responsibility to review materials before meetings in order to maximize the meeting process.
  - Jan Park echoed that, moving forward, an agenda setting committee should be involved in the development of meeting agendas in order to assure that issues of importance are addressed.

#### **Agenda Item #6: Grantee Report**

- Graham Harriman announced that the NYA EMA grant application was submitted on October 17<sup>th</sup>.

#### **Agenda Item #7: Adjournment**

There being no further business, the meeting was adjourned at 5:00pm.