



Meeting of the  
**EXECUTIVE COMMITTEE**  
Thursday, November 19, 2015, 3- 4PM,  
Conference Call 1-866-213-1863, Access Code 3587454#

### MINUTES

**Members Participating:** Jan Carl Park (Governmental Co-Chair), Randall Bruce (Consumer-at-Large), , Carrie Davis, Sharen Duke, Joan Edwards, Billy Fields, Graham Harriman, Daphne Hazel, Matthew Lesieur, Dan Pichinson, Lisa Zullig

**Members Not Participating:** Matthew Baney, H. Daniel Castellanos, Christopher Joseph, Julie Lehane

**DOHMH Staff Present:** David Klotz, Nina Rothschild, DrPH, Darryl Wong

**PHS Staff Present:** Bettina Carroll, Gucci Kaloo

#### **Agenda Item #1: Welcome/Introductions/Approval of Minutes**

Jan Park, Governmental Co-Chair, opened the meeting, followed by member introductions. The minutes of the July 23, 2015 were accepted as presented, with one minor typographic error.

#### **Agenda Item #2: Public Comment**

There was no public comment.

#### **Agenda Item #3: Planning Council Leadership Vacancy & 2015 Appointments**

It was announced that Lyndel Urbano resigned as Community Co-Chair this past July, leaving GMHC and joining the NYC Department of Health & Mental Hygiene's Office of Emergency Preparedness & Response.

The Community Co-Chair Election shall take place at the December 17, 2015 Planning Council meeting. It was suggested that nomination forms for the Community Co-Chair be sent to membership as soon as we receive notification from the Mayor's office on new member appointments and re-appointments, or at latest, by December 3. As stated in the Planning Council Bylaws, Dan Pichinson, Finance Officer, shall act as Community Co-Chair until the Community Co-Chair position has been filled.

Committee Chair appointments will be made by the Government Co-Chair in consultation with the to-be-elected Community Co-Chair. The Tri-County Steering Committee will meet on December 9 at which time the Co-Chairs of this committee will be announced.

#### **Agenda Item #4: Planning Council Updates**

#### **Integration of Care (IOC) Committee**

*Lisa Zullig, Co-Chair*, noted that the members voted unanimously to accept the Early Intervention Services (EIS) and the Legal Services directive, as presented. They will then be reviewed for approval by the Tri-County Steering Committee. It was noted that Dr. Lehane delivered presentations on the Medical Case Management (MCM) and non-Medical Case Management (nMCM) service categories, highlighting that MCM in Tri-County is not the same as MCM in New York City. In Tri-County, the threshold to enter into case management is a bit lower, and the program is less intense than NYC's Care Coordination program. The committee will work on the Food and Nutrition Services Directive at the next meeting on Dec. 2nd.

## **Priority Setting & Resource Allocation (PSRA) Committee**

Sharen Duke, Co-Chair, noted that the committee asked DOHMH to create a sample service category snapshot that PSRA will use as a basis for determining priorities and allocations for all service categories for FY 2017. With the likelihood that there will be few new resources, the Committee will have undertaken a complete reassessment of the portfolio to determine the highest priorities and the right mix of funding, without destabilizing the portfolio of services that has been created over the years. Nasra Aidarus, grantee staff member, presented a one-page sample overview of data on Legal Services (ADV) for the purposes of refining the data and process for examining all service categories. By reviewing updated summary sheets, for legal services and food and nutrition services, by example, PSRA will be better prepared for addressing larger service categories, such as Harm Reduction and Medical Case Management services in the coming months.

## **Policy Committee**

*Matthew Lesieur, Chair*, provided an update on the following issues:

- The HIV Planning Council is tentatively merging with the HIV Planning Group (HPG), but the merger will take several years and will require the Mayor to issue a new executive order empowering all members of the new body to vote on all issues brought to their attention. Mr. Lesieur will reach out to the chair of the HPG's Policy Committee to learn about their policy-related activities and to discuss the possibility of collaborative work;
- 340B pricing provides discretionary money to providers but threatens to cut CBOs out of the picture; it is well-established that CBOs are a good source of care for some clients who may not be comfortable receiving care at hospitals;
- HRSA has asked jurisdictions to report data on clients, demographics, units of service, etc., even if the services are non-Ryan White-funded. The grantee has submitted a letter to HRSA attesting to the burden imposed by the directive, a copy of which will be circulated to members. Of concern is whether the data collection raises HIPAA issues;
- DSRIP: It was noted that little money is trickling down from the PPSs to the CBOs, despite the track record of CBOs in reaching hard-to-reach clients. It was suggested that the Committee represent the CBO community by gathering their leadership to collectively present questions, via conference call, to Ira Feldman at the NYS DOH;
- Ending the Epidemic (ETE): The HIV community has asked for \$54.5 million; organizations, including Housing Works and the End AIDS 2020 Coalition are sending letters, which can be shared the letter with the Council;
- HIV/AIDS Services Administration (HASA): As HASA does not exist outside of NYC, and there is a significant homeless population in the Tri County region, there is a need to sponsor legislation on a Single Point of Entry. Mr. Lesieur will arrange to meet with Senator Brad Hoylman, who is the lead sponsor;
- Safe Injection Sites: The benefits of safe injection sites have been well-documented. Mr. Lesieur stated that safe injection sites will not be established in New York State under a Republican led Senate.

## **Needs Assessment Committee (NAC)**

Carrie Davis reported that the committee is working on three projects – data briefings, service and policy briefings and a half-day community event. The goal of the briefings is data dissemination within the community to HIV advocates, consumers and the Planning Council in order to fill in gaps in our knowledge. The service and policy briefings and funding recommendations fall under the purview of the committee, e.g., the impact of incarceration on HIV outcomes. It is envisioned that the committee will produce 4 or 5 of these documents. The half-day community briefing in Spring 2016 won't involve the

presentation of new data but, rather, will provide an opportunity to discuss and focus on as issue, to be determined by the committee.

### **Consumers Committee**

*Billy Fields, Co-Chair*, reported on: the November 17 Quality Conference which was well-attended by consumers, the process of obtaining consumer input following the Ending the Epidemic regional discussions this Fall, the NYCDOHMH Planning Council Community Coordinator job vacancy, AIDS Watch 2016 and the CDC Medical Monitoring Project (MMP).

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

*Graham Harriman, NYCDOHMH*, updated the Committee on the following:

- The Grantee submitted its FY 2016 Ryan White Part A grant application to HRSA on November 2. This represents a major undertaking that requires partnership across the Bureau of HIV/AIDS Prevention and Control (BHIV) and DOHMH, as well as support from external partners such as the two master contractors and the Planning Council.
- In response to HRSA's announcement that "Eligibility Scope Reporting" will be required, the Grantee has expressed concerns that this data reporting burden on providers will significantly increase and has collaborated with NYSDOH to discuss the implications of this with HRSA. HRSA responded by informing the Grantee that they would be moving forward with the eligibility scope reporting but that grantees and sub-recipients (providers) would be given time to make adjustments. DOHMH will work with HRSA, providers, and other stakeholders to develop a long-term plan;
- The 2nd Annual Power of Quality Improvement was held on November 17 at the New York University Kimmel Center. The conference featured provider-driven workshops and story-board poster displays. Topics addressed included linkage to medical care, engagement and retention in care, viral load suppression, consumer/CAB engagement in quality activities, system-level change to improve services and coordination, organizational infrastructure to support quality management and improvement, collaboration with other organizations to improve care, systems to improve data collection and use and the use of quality improvement methods and strategies.
- The HRSA/CDC Joint Integrated HIV Prevention and Care Plan Guidance was distributed by CDC and HRSA to all directly-funded health jurisdictions, including Ryan White Part A grantees and planning councils. The Planning Council is a key contributor and stakeholder in the development of this new document which will replace the Comprehensive Plan. A consultant has been retained by the NYSDOH AIDS Institute, which will coordinate the work between the State and City and planning bodies.
- Planning Council members are invited to join the Care and Treatment Program in our interagency meeting with the New York State AIDS Institute to discuss service category and system-level quality management data. These monthly meetings are held at either the AIDS Institute or the DOHMH Offices; a call-in option is available. For more information, contact Tracy Hatton at [teh04@health.state.ny.us](mailto:teh04@health.state.ny.us) or 212.417.4617.

*Dr. Julie Lehane, on behalf of the Westchester County DOH*, reported that the Tri-C county integration is proceeding and that the first newly re-constituted Tri-County Steering Committee (TCSC), will meet, subject to receipt of new member appointments from the Mayor's office on December 9. It is the intent of the TCSC to complete revisions to all service directives and to forward them to IOC for review.

#### **Public Comment/Adjournment:**

There being no public comment or further business, the meeting was adjourned at 4:00PM.