



Meeting of the
EXECUTIVE COMMITTEE
Thursday, February 16, 2016, 3 - 5PM,
NYCDOHMH, Gotham Center, 42-09 28th Street, Long Island City, NY

MINUTES

Members Participating: Jan Carl Park (Governmental Co-Chair), Matthew Baney (call in), Randall Bruce (Consumer-at-Large), Carrie Davis (call in), Billy Fields, Graham Harriman, Daphne Hazel (call in), Christopher Joseph, Julie Lehane, Matthew Lesieur, Andrea Straus, Derrick Weekes

Members Not Participating: H. Daniel Castellanos, Sharen Duke, Joan Edwards, Dan Pichinson, Lisa Zullig

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

PHS Staff Present: Bettina Carroll, Christine Nollen

Agenda Item #1: Welcome/Introductions/Moment of Silence/Approval of Minutes

Jan Park, Governmental Co-Chair, opened the meeting, followed by member introductions. Randall Bruce, Consumer At Large, led the group in a moment of silence. The minutes of the November 19, 2015 conference call were accepted as presented.

Agenda Item #2: Public Comment

There was no public comment.

Agenda Item #3: Tri-County Service Directives

Jan Park, Governmental Chair and Director of the NY HIV Planning Council introduced Andrea Straus of Hudson Valley Community Services (HVCS) and Derrick Weekes of Westchester Medical Center, newly appointed Co-Chairs of the Tri County Steering Committee and Dr. Julie Lehane of the Westchester County Department of Health, who will be leading the committee in its review of TCSC service directives to be voted upon. It was agreed that comments and questions will be taken after each service directive review. There is also an ongoing effort to introduce standardized language across all service categories.

Medical Case Management: It was noted that Medical Case Management in the Tri County Region is more of a classic model of case management, offered to all Ryan White clients, in contrast to the Medical Case Management model offered in NYC, which is geared towards those who are having difficulty in being linked, retained in care and/or achieving viral suppression. Jan Park inquired whether referrals/access to vocational rehabilitative services can be included in the program directive; Graham Harriman suggested that the National Monitoring Standards be consulted to assure that this is an allowable service.

ACTION: A motion was made to accept the amendment to the service directive as presented; the motion passed unanimously.

Medical Transportation: This service is provided in the Tri County region in order to increase accessibility to medical and support services for PLWHA across the Tri County Region. It was suggested that the description of the program directive (page 3, bullet 3) be amended to include "HIV-related health and support services" in place of RWPA services. Other language changes include replacing *may* by *shall* and the addition of *viable* as a descriptor (page 1, Column 3, Bullet 2 and Column 4, Bullet 3).

ACTION: A motion was made to accept the service directive as amended; the motion passed unanimously.

Psycho-Social Support Services: The service model was reviewed and the following language changes were suggested: Client Eligibility (Page 1, Column 4, Bullet 1) – change *family units* to *families* and remove, under Agency Eligibility Criteria (Page 2, Column 4, Bullet 2) as it is repeated from the preceding paragraph.

ACTION: A motion was made to accept the service directive as amended; the motion passed unanimously.

Legal Services: It was noted that HRSA requires primary care status measures (PCSM) of clients of legal services; this language replaced the language in Pages 4, Column 3, Bullet 4; Ryan White *funded* services should be changed to Ryan White-*eligible* (Page 2, Column 3, bullet 2 and Page 5, Column 3, bullet 2); *medically appropriate* should be removed (Page 4, Column 3, Bullet 2).

ACTION: A motion was made to accept the service directive as amended; the motion passed unanimously.

Agenda Item #4: Planning Council Committees: Six Month Plans

Due to time constraints, the six month workplans for all Planning Council committees were distributed to provide a snapshot of activities as they relate to the overall Planning Council planning cycle.

Agenda Item #5: Prevention & Care Integrated Strategic Plan Update

Jan Park announced that Planning Council members, including Co-Chairs of committees and consumers will be engaged in the development of the Integrated Prevention & Care Plan and will be working with the NYSDOH consultant, Sandra Houston. Dan O'Connell and John Fuller from the NYS AIDS Institute will present to the full Planning Council on Thursday, January 28 on the Integrated Plan and the AIDS Institute's Ending the Epidemic Initiative.

Agenda Item #6: Grantee Report

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

- HRSA has notified us that we will receive 80 % of our Base and MAI award on March 1;
- The mental health & harm reduction services RFP is being reviewed and will be extended to June 2016. There are 46 applicants in this round.
- The contract renewals process and contract takedown and enhancement process is underway;
- PHS has assumed the master contract responsibility for the Tri County portfolio and is implementing Year 26 renewals.

Agenda Item #7: Public Comment/Adjournment

There being no public comment or further business, the meeting was adjourned at 5:00PM.