



Meeting of the
EXECUTIVE COMMITTEE
Thursday, February 23, 2017, 3:00 – 4:00PM
By Conference Call

MINUTES

Members Participating: Jan Carl Park (Governmental Co-Chair), Matthew Lesieur (Community Co-Chair), H. Daniel Castellanos, DrPH, Carrie Davis, Billy Fields, Daphne Hazel, Graham Harriman, Steve Hemraj, Christopher Joseph, Claire Simon, Andrea Straus

Members Not Participating: Katrina Balovlenkov, Matthew Baney, Randall Bruce, Maria Diaz, Sharen Duke, Joan Edwards, Lisa Zullig

DOHMH Staff Present: David Klotz, Adrian Guzman, Jose Colon-Berdecia

PHS Staff Present: Bettina Carroll, Gucci Kaloo

WCDOH Staff Present: Julie Lehane, PhD

Others: Joan Corbisiero (Parliamentarian)

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

Jan Park, Governmental Co-Chair, opened the meeting, followed by member introductions and a moment of silence

Agenda Item #2: Policy Update Updates

Adrian Guzman reported on the following policy issues: confirmation of Tom Price as Secretary of Health and Human Services and Seema Varma as director of the Center for Medicaid & Medicare Services (CMS); Office of National AIDS Policy remains unstaffed; it is unclear the status of the President's Commission on HIV/AIDS; executive orders regarding the Affordable Care Act, federal hiring freeze, the abortion "gag rule", immigration and sanctuary cities, protections for transgender students; proposed CMS rule to shorten the ACA enrolment period.

Agenda Item #3: Grantee Report

Graham Harriman reported that the Ryan White Part A (RWPA) Legal Services Request for Proposals (RFP) resulted in two (2) awards in the Tri-County Region (Westchester, Rockland, and Putnam Counties). The successful awardees were Legal Services of the Hudson Valley and Legal Aid Society of Rockland County. Due to some outstanding procurement issues, the RWPA Legal Services RFP awardees for New York City cannot be announced yet. The Grantee will send a summary of the awards to the Planning Council as soon as possible.

Grantee staff attended a HRSA webinar on the revised deadline for grant close-out and the Federal Financial Report (FFR) submission. Beginning with the FY2017 FFR (due in 2018), RWPA Grantees will be expected to submit their FFR by May 30, 60 days sooner than the current deadline of July 30. This would have a significant impact on the Grantee's ability to submit a complete and accurate FFR and carryover request by the deadline. The Grantee needs to give contracted providers adequate time to close-out, as well as ourselves and PHS, to ensure we report accurate expenditure and utilization data to HRSA. The Grantee submitted an impact statement on the topic to HRSA's HIV/AIDS Bureau and Grants Management in an effort to get them to understand challenges with the revised deadline and reconsider the change.

Starting February 13, Dr. Demetre Daskalakis, Assistant Commissioner for the Bureau of HIV/AIDS Prevention and Control will serve as the acting Deputy Commissioner for the Division of Disease Control. This position was formerly held by Dr. Jay Varma, who will transition into his new role at the Centers for Disease Control and Prevention after this date. Dr. Bisrat Abraham will serve as the acting Assistant Commissioner for the Bureau of HIV/AIDS Prevention and Control (BHIV). She will serve in this new role while Dr. Demetre Daskalakis serves as the acting Deputy Commissioner for Disease Control.

Agenda Item #4: Retreat Follow Up

Jan Park recapped the full-day team building retreat that was held on February 16th. Committee chairs reported out on the committee breakout sessions. Chairs reported a high level of satisfaction with the retreat overall. The following are highlights of the breakout sessions:

- Target specific groups of consumers for input
- Member attendance: accountability
- Strategic planning for changing landscape
- Review mid-year progress
- Presentations from Needs Assessment and on policy to prepare for changing landscape
- Target specific consumers to provide more diverse input (e.g., CCP clients, Rockland and Putnam)
- Strengthen introductions/check-ins at meetings
- Review progress mid-year
- Share leadership responsibilities
- Evaluations
- Encourage greater participation from members
- Increased access to TC-specific data
- Incorporate input from members into draft agendas
- Mentorship, especially for new members
- Timeline/framework of work over course of year to give context
- Continue to rely on data to drive decisions
- Get everyone on a level playing field re: understanding of terms, roles, etc. (create Glossary of PSRA terms)
- Build depth for the next generation of leadership
- Re-cap previous meeting at the beginning of each meeting; set context at beginning of each meeting
- Acknowledge the great work and contributions of every Committee/Planning Council member.
- Networking outside of the two hour Committee meeting.
- Encourage and foster consumer participation in other Committees.
- Ensuring that everyone has all the information they need to participate in and contribute to each meeting.
- Planning Council should change the expectations it has of consumers.
- Planning Council technology (i.e., website) should be up to date, interactive, and user-friendly.
- Tailor our meetings to disengaged populations (e.g., youth, YMSM)
- Within the Planning Council website, create portals or blogs for discussions with specific populations.
- Create a great brochure that will allow for greater consumer engagement and participation.
- Increase consumer representation of PLWHA under 30 in every Planning Council Committee.
- Address how we continue working as a unified front around public health issues that go beyond HIV/AIDS (e.g., stigma, mental health issues, addictions, etc.)

There being no further business, the meeting was adjourned.