



Meeting of the

**FINANCE COMMITTEE**

Thursday, June 10, 2010, 3:00-4:00PM  
40 Worth Street, room 1519

**MINUTES**

**Members Present:** Steve Hemraj (Chair), Kim Atkins (for Sharen Duke), Victor Benadava, Ivy Gamble-Cobb (for Marya Gilborn), Matthew Lesieur, Jan Carl Park, Allan Vergara

**Staff Present:** *NYCDOHMH:* JoAnn Hilger, David Klotz; *Public Health Solutions/HIVCS:* Rachel Miller, Gucci Kaloo, Peter Chea

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**I. Welcome/Introductions**

Mr. Hemraj opened the meeting, followed by introductions. The minutes of the February 22, 2010 meeting were approved with no changes.

**II. FY 2009 Base 4th Quarter (Close-out) Report**

Mr. Hemraj reported that under-spending for FY 2009 was a negligible \$2,371, almost 0%. The record low underspending for FY 2009 marks a significant milestone for the NY EMA since it was the first time in the EMA history of receiving Ryan White funds has it spent the entire award. A majority of the reprogrammed funds went to local community-based programs to provide more services, rather than state-run programs, meaning that programs were, for the most part, performing above initial projections.

Other highlights of the report included:

- There was about \$2M less taken down (reductions) from programs than in FY 2008.
- The 2009 year was the third year for which performance-based contracts have been operating. What we saw in this third year were programs that were now mature and operating at full capacity which resulted in higher program and spending performance compared to the prior two years.
- Because programs were performing at higher levels, there was very little funding available to re-program to ADAP.
- Take-downs in Mental Health were about half of last year's. This was the result of: a) poor performing contracts were terminated in FY 2008, thus reducing the FY 2009

carrying cost and spending plan allocation; and b) several of the remaining programs in the category are performing well.

- Two Harm Reduction contracts were turned back in FY 2009 which caused the majority of the reduction to this category.

### **III. FY 2009-10 MAI 2nd Quarter +2 Months Report (through Mar. 2010)**

MAI spending is generally on track. Because of the overlap in funding for the 5 month period March 2010 – July 2010 due to the synchronization of the FY 2009 and 2010 awards, contract commitments were divided between the two grants to maximize the awards and make the State ADAP contract whole. Because of the shifts in contract commitments, it is difficult to compare FY 2008 and FY 2009 spending at the service category level. There was a total of \$275,615 in uncommitted funds, mostly from underspending for programs that ended November 30, 2009, and several EIS contracts that were negotiated for less. Most of the uncommitted funds will go to cover \$219,200 overspent in the Medical Case Management as of February 2010. The Spending Plan allocation for Medical Case Management was understated since the pro-rated 12-month contract budgets were used to compute the allocation for December 2009 through February 2010 rather than the actual value of reimbursement for the planned deliverables for the same period. The value of the deliverables exceeded the pro-rated budgets by \$219,200. Starting March 1, 2011, both the MAI and Base awards will be on the same grant cycle (March 1 – February 28).

Committee members thanked the staff of Public Health Solutions and DOHMH for their superb work in achieving record spending levels. It was noted that credit also goes to the programs.

There being no further business, the meeting was adjourned.