

**EXECUTIVE COMMITTEE**

**November 5, 2018**

**2pm-4pm**

**MINUTES**

**MEMBERS PRESENT:**

Anthony Santella, PhD  
Joseph Pirone  
James Colson  
Marci Egel  
Lawrence Eisenstein, MD  
Traci Shelton  
James Tomarken, MD  
Katelin Thomas  
Victoria Osk, Esq.

**MEMBERS ABSENT:**

Nancy Duncan  
Anthony Marmo

**STAFF**

Georgette Beal  
JoAnn Henn, UWLI  
Nina Sculco NSDOH  
Tavora Buchman PhD, NCDOH

**STAFF ABSENT**

**I. Welcome & Introductions**

Dr. Santella called the November 5, 2018 Executive Committee to order at 2:05pm and welcomed everyone. The committee met at United Way.

**II. Approval of June 29, 2018, Executive Committee Minutes**

A motion was made by Ms. Thomas and seconded by Dr. Tomarken to accept the minutes as corrected

5 abstentions      0 Opposed      4 approved      Motion carried

**III. Approval of November 14, 2018 Planning Council Agenda**

In addition to the usual agenda items, there will be a presentation on HIV and Aging by Debi Brown as well as an update on the Clinical Quality Management Plan (CQM). Dr. Santella suggested including surveillance data as well.

A motion was made by Ms. Thomas and seconded by Mr. Pirone to accept the November 14, 2018 Planning Council agenda

0 Abstentions      0 opposed      9 Approved. Motion carried.

**IV. Administrative Update**

Imposition of charges- any Ryan White client is supposed to be charged a fee of at least \$1 (The fee cannot be less, otherwise it is not a nominal fee); it may be a sliding fee based upon where you fall on the poverty level.

Many questions were raised:

- Is this imposition of charges for all funded service priorities? Which services are covered? Some agencies may already have a system in place and established sliding scale.
- What about services consumers utilize that are not Ryan White-specific? (i.e cardiologist)

- Is this imposition of charges for services that already have a fee? Is there an annual cap on charges?
- A system needs to be in place to track consumer charges, how is this going to be accomplished, who is going to do it and where does the money go? What if there is an audit, what type of documentation will be required. Many committee members agreed that this will be both an administrative and logistic nightmare.
- What if the consumer is unable to pay? Dr. Tomarken stated that services will not be denied if payment is not received for that service. Not seeing patients, which is abandonment is not an issue.

Dr. Eisenstein said that adding cost to a service results in less people using that service. Another committee member stated that this is a public health issue. The important thing is to keep people in care, and the imposition of charges may undermine that.

- Mr. Pirone expressed his concern that this policy will be a barrier to care.

There is a need for consistency and a uniform policy at each agency.

This policy raises more questions than it answers. As more information regarding the matter is received it will be shared with the executive committee and Planning Council.

- FY19-20 full award is expected by March 1, 2019.

#### Reallocation of NC RFP OHC funds-

\$127,378 will be reallocated to ADAP. These funds were initially allocated for Oral Health Care. A Request for Proposal (RFP) for OHC in Nassau County was not received, so this amount will be given to ADAP and a new RFP for OHC in Nassau County will be issued. United Way can issue an RFP on behalf of both counties. Dr. Buchman said that the review process needs to align in principle how the counties will operate. Each county has a review team that is comprised of unaligned consumers and non-providers who have grant familiarity. UWLI is not involved in the review process.

#### Review of Administrative Mechanism-

A review of the Administrative Mechanism was shared with the committee.

A total of 36; 25 Planning Council members and 11 provider agencies responded to the survey. This is an increase from the previous year. The majority (44%) have been members for more than 2 years. An increased percentage of PV members attended the orientation, these are significant increases from previous years and speaks to the dedication and commitment of its members. The largest trainings attended were orientation and transgender presentation.

Regarding contracting and vouchers, 915 reported that any delays were promptly communication and the majority 72.72% responded that vouchers were paid in a timely manner. All providers were visited and/or monitored, 80% requested and received technical assistance as needed. Many replied that the Planning Council accomplishes its mission statement.

#### Bylaws Update-

It is time to review and update the bylaws which were last updated in 2016. An ad-hoc committee was created, with plans to have an updated version to present at the March Planning Council meeting.

#### **V. PC Membership Update-**

Two planning council applications were reviewed at the last QAM meeting and will be voted on at the November Planning Council meeting.

**VI. Announcement**

World AIDS Day is December 1, 2018. Our event is being held at Heritage Club, formerly Carlyle on the Green, on Friday evening, November 30, 2018.

**VII. Adjournment**

Motion was made by Mr. Pirone and seconded by Ms. Thomas to adjourn the November 5, 2018 Executive Committee meeting. The next Executive Committee conference call is Tuesday, March 5, 2019 at 2pm.