

**EXECUTIVE COMMITTEE**

**June 28, 2019**

**10:00am-11:00am**

**MINUTES**

**MEMBERS PRESENT:**

Anthony Santella, DrPH  
Joseph Pirone  
Victoria Osk, Esp.  
James Tomarken, MD  
Katelin Thomas

**MEMBERS ABSENT:**

Clara Crawford  
James Colson  
Lawrence Eisenstein, MD  
Kevin McHugh  
Angie Partap  
Traci Shelton

**STAFF**

Georgette Beal  
Katie Ramirez, UWLI  
Tavora Buchman PhD, NCDOH

**STAFF ABSENT**

JoAnn Henn, UWLI  
John Martin, SCDOH  
Nina Sculco, NCDOH

**I. Welcome & Introductions**

Dr. Santella began the June 28, 2019 Executive Committee conference call at 10:05am.

**II. Approval of May 7, 2019 Executive Committee Minutes**

The following changes were made:

- Ms. Crawford and Ms. Partap were added to the Members Absent section.

The minutes were accepted as amended.

**III. Approval of July 10, 2019 Planning Council Agenda**

A discussion took place about the date of the September Planning Council meeting. Ms. Beal explained there was an issue with the computer system at UWLI and rooms that had been previously requested were canceled. The original September 11, 2019 date, may possibly need to be moved if the room is no longer free. September 18, 2019 was proposed as an alternative date.

Ms. Thomas mentioned the possibility of the Suffolk ETE Committee holding a conference on September 18<sup>th</sup> which could potentially impact attendance. Dr. Santella will reach out to the Suffolk ETE Committee to confirm whether a conference is scheduled to take place. He will inform UWLI after hearing back.

Ms. Ramirez will follow up on the room availability and inform the committee. Any changes to the date will be announced at the upcoming Planning Council meeting and the date will be put in bold on the agenda. The current proposed date, providing the ETE Conference is not taking place, is September 18<sup>th</sup>.

One additional change was noted, at the footer of the agenda, the QAM Committee be changed to reflect the new name as CQM.

The agenda was accepted as proposed.

#### **IV. Administrative Updates**

Ms. Beal explained to the committee that the grant application is due to be released soon and that as of yet, there has been no movement on the access issues in SAMS.gov. Dr. Buchman explained that the County has no updated information on their end. She has spoken with Dr. Eisenstein regarding the issue. Dr. Santella inquired as to what/if any are the implications of not having access at this time.

Dr. Buchman stated that at this time there were none as we were not trying to submit anything in the system. When the grant needs to be uploaded, if this problem isn't corrected, there will be an issue similar to last year when the region had to email the grant application in. She explained that the County requested access again.

Dr. Santella confirmed that this has been going on for a year and asked whether or not this issue needed to be addressed with someone within Nassau County outside of the health department.

Dr. Santella asked Ms. Beal to further explain from her perspective on how this impacts our process.

Ms. Beal explained that without having access, aside from the issues with our annual grant, we were unable to apply for a previous grant that was open to the EMA. The grant opportunity could not even be brought to the Planning Council and shared, as there was no way for the region to apply. Ms. Beal expressed her concern that the grant announcement is made in July and they typically request the system is accessed about two months prior to make sure everything is set and in place.

Dr. Santella said that after the conference call, he would write an email to Dr. Eisenstein explaining the concerns.

#### **RFP Discussion**

Ms. Beal updated the committee on the RFP process. Currently, all funded agencies were notified of their award status and UWLI is in the process of contracting with funded providers. Those who did not receive funding were also notified. A list of the funded programs will be made available at the upcoming Planning Council meeting.

Mr. Pirone asked if the agency names could be used during this discussion.

Medical Case Management: all of the same agencies were refunded-Northwell Health, Hudson River Healthcare, Options for Community Living, Nassau Healthcare Foundation, Suffolk County Department of Health Services Jail, Research Foundation and Southampton Hospital.

Early Intervention Services: all of the same agencies were refunded – Thursday's Child, Circulo de la Hispanidad and LIGALY.

Oral Health Care: One new agency was funded- the Long Island Federally Qualified Health Center and Hudson River Healthcare was refunded.

Ms. Beal explained that there were some new agencies who had applied for Early Intervention Services, but the RFP Committee chose to refund the current programs as they were upon review the best fit.

A discussion on the Long Island Federally Qualified Health Center took place. Ms. Beal explained this agency applied for the Nassau County Oral Health Care program. The RFP Committee did not score this application that well. The committee recommended that UWLI and NCDOH meet with the agency and see if they were agreeable to amend the proposal with hopes to start in September. The program was extremely agreeable to make the changes that UWLI sees fit and are open to making any necessary program design changes, budget and work plan changes. UWLI is confident that they will be able to successfully work through the adjustments.

Mr. Pirone inquired as to whether money will be returned under the Oral Health Care priority at years end. Ms. Beal stated that as this program will not be funded for a full year, there will be money returned during the reallocation process. Knowing this, ADAP will be considered for the extra funds where appropriate as it was funded very low this year. Ms. Beal also clarified that this program was only getting ½ the award and that they have staff in place ready to go.

Dr. Santella asked if dental services were going to be offered at all locations of the LIFQHC. Ms. Beal explained that not at first, but they are moving to have services offered at four locations (Elmont, Westbury, Roosevelt and Freeport) with their planned dental expansion.

#### Chair/Vice Chair Discussion

Ms. Beal mentioned the committee should look to add more at large members to the Council. Ms. Thomas asked for confirmation on if she is considered an at large member. She is.

Dr. Santella discussed the nominees for Chair and Vice Chair. He spoke with Ms. Henn who had three current Council members in mind- Felix, Traci and Kevin were all mentioned.

Mr. Pirone mentioned that he spoke with Kevin and got the feeling that he may have a lot going on right now with his commitments to the World AIDS Day Committee.

Ms. Ramirez was reaching out to Felix to see if he was still interested in the opportunity.

Dr. Santella inquired as to the format of the next Executive Committee Meeting. The meeting should be a face-to-face meeting. Ms. Beal will get back to the committee after we review the room situation at UWLI.

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

Ms. Ramirez reported that the CQM Committee reviewed four 2<sup>nd</sup> term nominations (Felix, Clara, Arthur and Juli) and one 1<sup>st</sup> term nomination (John V), all were approved to be put on the ballot for July's Planning Council meeting.

The committee reported knowing John, very well. They said he had been very involved with Northwell's CAB, Community Forums, and always attended World AIDS Day in addition to other events. They felt comfortable pushing him through without an interview.

Ms. Osk informed the committee that she has known John V for a long time and he has been very involved. She expressed comfort with him being put on the ballot.

Dr. Santella inquired if Ms. Martens was appointed as a new member for July. He offered to meet with her for a brief orientation before the meeting.

Ms. Ramirez will follow up with Ms. Martens and see if she is interested. She is a return member but has not been involved for a few years. Ms. Martens was sent a new member orientation packet at Ms. Henns request including the new member orientation PowerPoint.

**VI. Adjournment.**

The meeting ended at 10:51am.