

**DCHIVHSPC**  
**Dutchess County HIV/AIDS Health Services Planning Council**  
**Full Planning Council Meeting**  
**Draft Minutes**  
**Wednesday, March 4, 2008**

Members in Attendance: Ben Barile, Chair; Ann Burnett; Carrie Cocurullo; Shirletta Lyons; Kathleen Murphy; Jennifer Palecek; Robert Selcov; Mary Spriggs; Gail Williams

Grantee Representatives: Jay Landolfi; Lisa Cardinale; Sabrina Marzouka

Planning Council Staff: Christopher Lee

Guests: Ellen Spagnoli; Melvin Garrett; Bill Gallagher; Barbara Bennett

I. Networking took place during diner from 5:00pm to 5:30pm.

II. Planning Council Business:

The monthly full Planning Council meeting was called to order at 5:30pm by Ben Barile. Roll call was done at this time. Ten (10) members were in attendance. Kathleen Murphy was proxy for Brad Berg and Ben Barile was proxy for Peggy Patterson-Dennis and Lisa Reid. A quorum was established.

The draft minutes from the February 4, 2009 meeting were reviewed. Through unanimous vote, the minutes were accepted as is.

III. Committee Reports:

Planning and Allocations Committee:

Kathleen Murphy presented the Planning and Allocations Committee report to the Planning Council. She stated that the Planning and Allocations Committee last met on Wednesday, February 11, 2009 in the Planning Council office. At the meeting, the committee worked on preliminary allocations for the FY2009 MAI Application. Since that meeting, the committee was informed of the exact amount of FY2009 MAI awarded funds and the committee voted to approve the allocations via email. The allocations have been approved by the Executive Committee and must be approved by the full Planning Council. The next Planning and Allocations Committee meeting will be on Wednesday, March 11, 2009 at 9:30am at the Planning Council office. At the next meeting, the committee will be discussing FY2009 Part A allocations. This meeting is very important and all Planning Council members are encouraged to attend.

#### Evaluation Committee:

The Evaluation Committee report was presented by Brad Berg. He stated that the Evaluation Committee did not meet in February. The next Evaluation Committee meeting will be on Monday, March 16, 2009 at 3:30pm at the Planning Council office. At the meeting, the committee plans to finalize the Standards of Care (SOC) document.

#### PLWH/A Committee:

The PLWH/A Committee did not meet in February. The committee was scheduled to meet on Tuesday, February 2, 2009, but the meeting was canceled due to inclement weather. The next PLWH/A Committee meeting will be on Tuesday, March 24, 2009 at 5:30pm at the Planning Council office.

#### Membership Committee:

The Membership Committee report was presented to the full Planning Council by Ben Barile. He stated that the Membership Committee met today, Wednesday, March 4, 2009 at 3:00pm at Catharine Street Community Center. At the meeting, the committee approved the membership of Melvin Garrett, discussed recruitment and discussed participation of Planning Council members in recruitment efforts and Membership Committee meetings. Ben Barile asked Planning Council members to assist with recruitment and encouraged them to attend Membership Committee meetings. The next Membership Committee meeting will be on Wednesday, April 1, 2009 at 3:00pm at Catharine Street Community Center. At the meeting, the committee will continue to work on recruitment.

#### Executive Committee:

Ben Barile presented the Executive Committee report to the full Planning Council. The Executive Committee met today, Wednesday, March 4, 2009 at 3:30pm at the Planning Council office. At the meeting, the committee approved Melvin Garrett's membership and the FY2009 MAI allocations as presented by the Planning and Allocations Committee. The next Executive Committee meeting will be on Wednesday, April 1, 2009 at 3:30pm at Catharine Street Community Center.

#### IV. Prospective Member:

The Planning Council discussed the prospective member, Melvin Garrett. It was stated that Mel is employed by the Mental Health Association and has been a Planning Council member in the past. Through unanimous vote the full Planning Council approved his membership. His membership will now be presented to the County Executive for final approval.

#### V. Grantee Report:

The monthly grantee report was presented by Grants Coordinator, Jay Landolfi. The FY2009 Part A awarded funding was discussed. It was explained that the Part A funding is given in separate awards. The formula award is based on the number of AIDS cases in each area and the supplemental award is based on how well the application is

done. The grantee does not know how much funding we will be awarded or when our Notice of Grant Award (NGA) will be received. Project Officer, Kerry Hill, has given no indication of exactly when we will know. It is known that our area will receive the FY2009 Part A funds in two separate pieces; approximately 50% of the formula award will be received first, and the remaining formula and entire supplemental award will be received at a later date. It is possible that our area could receive an increase in funding from last year. Jay Landolfi explained that the pot of money available could be larger than last year and there could be fewer areas eligible for the money. It was stated that the Planning and Allocations Committee will be discussing and working on the FY2009 Part A allocations at their next meeting on Wednesday, March 11, 2009 whether or not HRSA has informed us of award amount.

Project Director, Sabrina Marzouka, explained the FY2008 re-allocations. The Planning Council voted to approve the final FY2008 Part A allocations with the changes. Please see FY2008 Budget Expenditure Report for changes made.

The committee reviewed the grantee's Activity Report. Mr. Landolfi informed the Executive Committee that the grantee conducted site visits to the Medical Case Management and Early Intervention service providers, worked on the FY2009 MAI Grant Application, which is due on March 6, 2009, attended Planning Council meetings, and held a Quality Management event at the Department of Health. He also explained that an objective review panel has reviewed the FY2009 Part A Request for Proposal applications.

#### VI. FY2009 MAI Allocations:

The full Planning Council discussed the FY2009 MAI allocations. The FY2009 MAI amount received was \$115,176. The funds have been allocated to Ambulatory/Outpatient Medical Care, Early Intervention Services, and ADAP. The allocations table was reviewed. The Planning Council voted on and approved the FY2009 MAI Allocations as is, with one abstention. See the FY2009 MAI Allocations table for a breakdown of the allocations.

#### VII. Part B Network Update:

Barbara Bennett gave an update regarding the Part B Network. She stated that there was a Part B general network meeting last week. The meeting was well attended, with approximately 70 people in attendance. The next general membership meeting will be held in June.

The National Working Positive Coalition survey was discussed. It was stated that The National Working Positive Coalition is conducting a nationwide survey for people living with HIV/AIDS. In order to take the survey participants must be 18 years of age or older and HIV+. The survey is approximately 80 questions concerning demographics, prevention history, barriers to care and other important issues. The surveys can be completed in a group setting, at home, or even online. Each participant will receive a \$10 gift card for participating in the survey. The National Working Positive Coalition has a website where information and the surveys can be obtained or you can contact Barbara Bennett with any questions. The surveys are to be completed by the end of March.

The Ryan White Part B funding was discussed. It was stated that the FY2009 funding amount should be available before April 1, 2009. Barbara explained the separate formula and supplemental awards and the importance of spend down. If an area does not spend 98% of their supplemental awarded funding, then they are ineligible to receive supplemental funding the following year. It was stated that approximately \$53,000,000 in Part B funds were left over recently. Many areas are having a difficult time handling their funding. All money that is unspent is put towards the main pot of money and redistributed to those who were able to spend down their supplemental award the previous year.

#### VIII. Announcements/Public Comments

Bill Gallagher announced that Turning Point has not changed locations yet; they are still located in Beacon. However, Turning Point will be moving to the St. Francis Hospital location at the end of April.

Ann Burnett made an announcement concerning a federal economic stimulus stipulation regarding health insurance. She stated that if someone is losing their job and they are eligible for COBRA, the federal government is willing to pay 65% of insurance costs. She stated that the federal government will do so for 9 months. This stipulation may get extended by December 31, 2009, but it is unknown.

Kathleen Murphy informed the Planning Council about the upcoming Quiet Day retreat. The retreat is on Wednesday, March 11, 2009 at 9:30am at Holy Cross Monastery. She stated that all participants should RSVP to the Planning Council office.

Ben Barile announced that his group, Phoenix Support Group, is meeting on Tuesday, March 10, 2009 at 5:30pm at Hudson River Health Care in Beacon, NY. Living with a Chronic Illness will be the topic of discussion.

The next full Planning Council meeting will be on Wednesday, April 1, 2009 at 5:00pm at Catharine Street Community Center. The meeting was adjourned at 6:35pm.