



Executive Committee

MEETING SUMMARY

Wednesday, April 20, 2022 from 1:02 PM to 1:25 PM
 Videoconference via Zoom: <https://zoom.us/j/84694719298>
 Teleconference: (929) 205 6099 / Meeting ID: 846 9471 9298#

Present	Excused Absences	Unexcused Absences
1. Ketlen Alsbrook 2. Dr. Ann Bagchi 3. Cezar Dumago (Secretary) 4. Dr. Robert Johnson (Chair) 5. Warren Poole 6. Sharon Postel (Non-Voting) 7. Joann McEniry (Co-Chair) 8. Vieshia Morales 9. Patricia Moore (Treasurer)	10. Aliya Roman (Non-Voting)	

Guest: None

PC Support Staff: Juanita Vargas and Christine Sadler

1. Welcome & Moment of Silence

Dr. Johnson welcomed all in attendance and called the meeting to order at 1:02 PM. A moment of silence was observed for all those who have passed, those affected by, and those living with HIV/AIDS.

2. Roll Call

Dumago conducted the roll call and quorum was established.

3. Approval of Meeting Summary from March 16, 2022

The meeting summary was approved. The March 16th meeting summary was sent electronically in advance for review.

Motion: Dr. Johnson asked for a motion to approve the summary with amendments. Dr. Bagchi motioned. Dumago seconded. The vote passed unanimously.

4. Report from the Recipient

Alsbrook provided the following report:

- 89% of the 2021 grants has been closeout. Which is 34 out of 38 contracts.
- For 2022 all the contracts have been uploaded to ledger Star and are completing the approval sequence. The May 4th Council meeting is the target, to have all the contracts adopted.
- The Recipient's office is currently working on the final expenditure report for 2021 which is due May 27th. Also, the annual progress report, which will summarize performance outcomes, accomplishments, and challenges from 2021.

5. Standing Committee Updates

- **Continuum of Care (COC): Vieshia Morales**
 - o There were no updates from this committee at this meeting.
- **Comprehensive Planning Committee (CPC): Joann McEniry**
 - o There were no updates from this committee at this meeting.
- **Research and Evaluation Committee (REC): Ann Bagchi, Ph.D.**
 - o There were no updates from this committee at this meeting.
- **Consumer Involvement Activities (CIA): Warren Poole**
 - o Vargas report that she will follow up with Warren to see if he has any updates on the Co-chair and Secretary open positions.

6. Treasurer's Report

No report

7. Old/New Business

• HRSA clarifying letter

Alsbrook provided the following update:

- The HRSA letter emphasizes the importance of:
 - o Community input in the Ryan White program.
 - o The planning Councils role with respect to priority setting and resource allocation.
 - o Planning Council membership expectations.
- Three primary areas that needs to be focus on:
 - o Representation from Young adults, Hispanics, and Men.
 - o Filling Legislative seats.
 - o Term Limits

Next Step

- Bring the term limits to the planning council for approval to begin implementing the changes.
- Suggestion for term limits is 2 years and 3 consecutive terms.
- There are four individuals whose terms as expired and needs to be reappointed.

8. Administrative Issues

- Christine Sadler was introduced as the new Project Manager. UWGUC is interviewing candidates for the Program Assistant position.

9. Announcements

There were no announcements.

10. Next Meeting

The next Executive Committee Meeting will be held on Wednesday, May 18, 2022, at 1:00PM via Zoom.

11. Adjournment

The meeting was adjourned at Dr. Johnson's decree at 1:25PM.