



Executive Committee

MEETING SUMMARY

Wednesday, October 19, 2022, from 1:00 PM to 1:16 PM

Videoconference via Zoom: <https://zoom.us/j/84694719298>

Teleconference: (929) 205 6099 / Meeting ID: 846 9471 9298#

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

Guest: None

PC Support Staff: Carla-Ann Alexander and Juanita Vargas

1. Welcome & Moment of Silence

Dr. Johnson welcomed all in attendance and called the meeting to order at 1:00 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

Alexander conducted the roll call and quorum was established.

3. Approval of the Meeting Summary from September 21, 2022

The September 21st meeting summary was motioned and approved.

4. Report from the Recipient

- **Aliya Roman provided the report.**
 - The Recipient’s office is developing a Non-Competing Continuation Report. This is in replacement of the Request for Proposal (RFP) for FY23. When finalized, NEMA will receive a technical assistance meeting date.
 - The Projected Funding Letter from HRSA was requested.
 - The Assessment of the Administrative Mechanism was submitted.

5. Standing Committee Updates

- **Continuum of Care (COC): Vieshia Morales reported no updates.**

- **Comprehensive Planning Committee (CPC): Joann McEniry**
 - The 2022-2026 Integrated HIV Prevention and Care Plan is almost completed.
- **Research and Evaluation Committee (REC): Ann Bagchi, Ph.D.**
 - There was something significant that came back with the Needs Assessment Survey results. Individuals who are receiving medical care through Ryan White services reported that some of their barriers included insurance coverage and being an undocumented immigrant. Bagchi stated that these issues should be resolved with Ryan White funds. These results must be investigated thoroughly.
- **Consumer Involvement Activities (CIA): Warren Poole**

6. **Treasurer's Report—Patricia Moore**

- All lines are within budgeted amounts as of September 30th.
- Expenses are \$122,130.65, which is about 43-45% of the award.

7. **Old/New Business**

- **Corrective Action Plan and Bylaws Discussion**
 - Moore will be emailing the updated Bylaws draft to the committee before the next Executive Committee Meeting.
 - Support Staff will be working on a NEMA Roll Out Plan to submit to HRSA.
 - Support Staff will email the committee with a date for a Special Executive Committee Meeting.

8. **Administrative Issues**

Vargas gave an update on Support Staffing.

9. **Announcements**

There were no announcements.

10. **Next Meeting**

The next Executive Committee Meeting will be held on Wednesday, November 16, 2022, at 1:00 PM via Zoom.

11. **Adjournment**

The meeting was adjourned at Dr. Johnson's decree at 1:16 PM.