



**Executive Committee
MEETING SUMMARY**

Wednesday, May 15, 2024, from 1:00 PM to 1:28 PM
 Videoconference via Zoom: <https://us06web.zoom.us/j/81290687976>
 Teleconference: (929) 205 6099 / Meeting ID: 812 9068 7976#

Present	Excused Absences	Unexcused Absences
1. Dr. Ann Bagchi 2. Joann McEniry (Interim Chair) 3. Aliya Roman (Non-Voting) 4. Sharon Postel (Non-Voting) 5. Viesha Morales 6. Dr. Walter Okoroanyanwu, MD 7. Ricardo Salcido 8. Debbie Morgan (Secretary)		9. Warren Poole

PC Support Staff: Roberto Benoit, Richell Garcia

1. Welcome & Moment of Silence

McEniry 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

Support Staff conducted the roll call, and a quorum was established.

3. Approval of the Meeting Summary from April 17th and March 20th, 2024

The April 17th, and March 20th, meeting summary was distributed electronically. The April 17th meeting summary was amended to remove Calvin Toler from the attendance sheet, being that he resigned prior to April's meeting. McEniry called for a motion to approve the March and April meeting summaries as amended. Morales motioned to approve both meeting summaries, Bagchi seconded. The motion was successfully moved forward. Morgan abstained from approving the March meeting summary, Okoroanyanwu abstained from the April meeting summary. All were in favor, No oppositions. The meeting summaries were successfully approved.

4. Report from the Recipient—Aliya Roman provided the report.

- The recipient's office is working on closing the Part A award for FY23. The close out amount was \$128,353.16, that is 1.015% of the total award. The return is reflective of two QM balances and subrecipient returns. The top three agencies were as follows: Agency one returned about \$80,000; agency two was \$53,000; and agency three was \$29,000. All of the returned funds that were able to be reallocated were reallocated to 5 subrecipient programs.

- The recipient's office noted that the EHE award total was \$2,550,761.00 and the balance was \$752,294.00. In the balance, approximately 200K was returned from the subrecipient and 550K was unallocated from the start of the grant year due to request. working on closing the contract for FY'23. The recipient's office is still waiting for the full award letter and must also wait to reallocate any additional funds to agencies.
- Subrecipients for FY 2024, NEMA now has 1 less provided due to La Casa leaving to take on more of a mental health focus approach. Any clients receiving treatment at la casa, they are working to transfer and refer them out.
- Roman mentioned that the recipient office is operating on a partial notice of award for both programs. As of today, the recipient office is waiting for full notice of award.
- Roman mentioned that EIRIC is scheduled to meet in June 2024. EIRIC received the list of clients not linked to care within 30 days. In the first quarter of 2024, 14 out of 55 clients were not linked to care. Roman noted that the number of clients not linked to care has decreased. The number decrease can be due to less data entry errors in the system.
- Roman mentioned that the CQM meeting is scheduled for May 22, 2024.
- The recipient office noted that the virtual oath ceremonies were completed on May 3, 2024. Roman expressed gratitude to all appointed members and new members.
- Roman reported that all meeting surrounding cluster detection response plan is completed and the RWU, in collaboration with Public Strategies, is now in process of drafting up a formal MOU and CDR plan.
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5. Standing Committee Updates

- No updates reported in this meeting.

6. Report from Treasurer

- No updates reported in this meeting.

7. Old/New Business

- Discussion surrounding CIA PSRA meeting
 - During the meeting Postel raised a concern surrounding EMA funding. One of the concerns that were raised during the COC meeting was needs of older individuals, living with HIV. There was discussion surrounding ADAP, Medicare, and Part D. Some of the resources needed included walkers and hearing aids.
 - Roman reported that these funds can be reallocated, but the data needs to show that it is a high priority need. More information can be gathered during the May 22, CIA PSRA process.
 - Roman and McEniry highlighted the process and what needs to be accomplished in this year's PSRA process. On May 22, CIA members will rank and vote on service categories that are of utmost importance.
- Ryan White Conference.
 - The Nominations committee will be meeting on May 17, 2024, to discuss RWU Conference applications. Applicants will have the opportunity to attend the conference for free with lodging, meals and transportation paid for.

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8. Administrative Issues PC Support Staff

- No new updates to report currently.

9. Next Meeting

The next Executive Committee Meeting will be held on Wednesday, June 26, 2024, at 1:00 PM via Zoom.

10. Adjournment

The meeting was adjourned at 1:28 PM.