



Executive Committee

MEETING SUMMARY

Wednesday, March 15, 2023, from 1:01 PM to 1:17 PM
 Videoconference via Zoom: <https://zoom.us/j/84694719298>
 Teleconference: (929) 205 6099 / Meeting ID: 846 9471 9298#

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

Guest: None

PC Support Staff: Carla-Ann Alexander and Roberto Benoit

1. Welcome & Moment of Silence

McEniry welcomed all in attendance and called the meeting to order at 1:01 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 the Meeting Summary from January 18, 2023

The January 18th meeting summary was motioned and approved.

4. Report from the Recipient

- **Aliya Roman provided the report.**

- The Recipient’s Office is in the process of closing out FY22. Final expenditures for February are being completed for the due date of March 31st. Programs should contact their program monitor if they cannot meet the deadline.
- Sub-recipient contract documents for Part A Program are being reviewed, revised, and uploaded into legislator.
- The recipient’s office onboarded Quality Management Specialist Ashley Bramble and EHE Coordinator Liselle Lewis.
- The EHE Full Award was received. There was a 27.76% increase over FY22.
- The Recipient’s office presented the linkage to care and ARV assessments to the CPC on March 10th. In both assessments, data entry and change of staff were reoccurring barriers. At

- the end of FY22, February 28th, the prescription for ARV is now 99.06% from the 92% that caused alarm. Linkage to care increased 2.58% from the 73.68% reported at the end of December 31, 2022. Therefore, we are ending FY22 with 76.26% linkage to care.
- The Recipient's office is working on the Ryan White Service Report (RSR).
 - NEMA Planning Council's Oath Ceremony will take place on March 31, 2023, at 11AM. Original signatures are required for certificates. Support Staff will be sending emails to follow up with those who must be renewed.
 - Fiscal is in the process of closing out FY22 contracts. At present, the EMA exhausted this award, 70% of MAI reward, 25% of the supplemental award.

5. Standing Committee Updates

- **Continuum of Care (COC): Vieshia Morales reported no updates.**
- **Comprehensive Planning Committee (CPC): Ricardo Salcido reported no updates.**
- **Research and Evaluation Committee (REC): Ann Bagchi, Ph.D. reported no updates.**
- **Consumer Involvement Activities (CIA): Warren Poole reported no updates.**

6. Treasurer's Report—Patricia Moore

- The 22-23 budget was modified and approved to cover final expenses. All dollars were expended, so nothing will be returned to the recipient.
- The 23-24 partial award was received in the amount of \$128,602 for a six-month period. This amount is a decrease from last year. This budget was approved by the Executive Committee in a special meeting on March 2, 2023. The Planning Council will be asked to ratify the actions of the Executive Committee. After being approved by the Planning Council, the budget will be submitted to the recipient's office.

7. Old/New Business

- NEMA will be putting together a nominations committee to hold elections.

8. Administrative Issues

- There were no issues reported.

9. Announcements

- The Recipient's office will be joining the AIDS Walk this year on May 7, 2023.

10. Next Meeting

The next Executive Committee Meeting will be held on Wednesday, April 19, 2023, at 1:00 PM via Zoom.

11. Adjournment

The meeting was adjourned at Dr. Johnson's decree at 1:17 PM.