

**Metropolitan Atlanta HIV Health Services
Executive Committee
137 Peachtree Street
September 8, 2011
8:45 a.m.**

Committee Members Present

Dazon Dixon Diallo, Chair	Robert Di Vito
Hermeyone Wilson	Nicole Roebuck
Larry Cook, 1 st Vice Chair	Ruby Lewis-Hardy
Robert MacLean, 2 nd Vice Chair	Larry Lehman
Jeff Graham	

Committee Members Not Present

Jeanette Nu'Man	Dolph Ward Goldenburg
Katherine Lovell	

The Executive Committee meeting was called to order at 8:50 a.m. by Chair, Dazon Dixon Diallo.

A motion was made, seconded and passed to adopt the Executive Committee agenda.

A motion was made, seconded and passed to adopt the August 11th Executive Committee minutes.

Grantee Update: Kandace Carty - The Grantee's Office received a Notice of Grant Award for an additional \$1,324,011 million in Supplemental funding for a final total award of \$21,577,871 for FY 2011. This is an increase of \$1,241,017 from the 2010 award. Based on the FY 2010 Priorities Ranges Chart, the Priorities Committee must reconvene to consider the additional funding. The Grantee received the HRSA Application Guidance which is due on November 1st.

Discussion:

The Priorities Committee must reconvene to prioritize the additional funding. As scheduled, the next opportunity for the Committee to present its recommendations to the Planning Council will be at the November meeting. The Grantee requested that it would be beneficial to the staff if the Committee would meet as soon as possible to provide direction and ample time to get contracts in place, of needed, and to ensure funds are obligated by the budget period. In response to the request, the Executive Committee approved the following:

- Priorities Committee will meet on Friday, October 7th from 9:00 a.m. - 11:30 a.m. at Piedmont Hospital Foundation Board Room to consider additional funding.
- The Executive Committee will have a Special Call meeting on the same day and in the same location from 1:30 p.m. - 3:00 p.m. to consider the Priorities Committee recommendations.
- There will be a Special Call meeting on Wednesday, October 12th at 9:00 AM at a location to be announced.

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Evaluation Committee Report: Ruby Lewis - Hardy - The Evaluation Committee completed review of the Provider Survey. The overall rating of the survey was good. The following recommendations were made:

- A signature requirement will be made on all surveys sent to agencies. The Executive Director, Programmatic Designee, and Fiscal Designee will all be required to acknowledge receipt and review of the finished document. This requirement will be added to the cover letter.
- When a Request for Proposal is released (RFP) it was recommended that the Grantee conduct two separate Technical Assistance workshops. There will be an initial TA session at the beginning of the RFP Process and another during the application period.

Committee Updates:

Assessment Committee: Ulicia Bolton - The Assessment Committee met on Wednesday, September 7th and discussed their Committee and Comprehensive Plan tasks. The Committee's next meeting will be held on Wednesday, October 5th at Positive Impact's new location at 60 11th Street, Atlanta.

Comprehensive Planning Committee - Nicole Roebuck - The Comprehensive Planning Committee met on Thursday, August 25th to discuss the 2012 Comprehensive Plan. Mr. Jim Sacco will facilitate the Comprehensive Plan Update. The next meeting will be held on Wednesday, September 21st. The Committee will meet with the Quality Management Committee to discuss ways ensure that the goals and objectives are measurable. Robert Di Vito, Priorities Chair, expressed that it is important to include the Priorities Committee in the Comprehensive Planning process.

Council Procedures Committee: Larry Lehman - The Council Procedures Committee will meet soon to review Grievance Procedures and review the by-law structure.

HOPWA Committee: No Report

Membership Committee: Hermeyone Wilson - The Membership Committee will meet following the Executive Committee meeting today to complete membership designations and Committee assignments for the FY 2012 Planning Council year.

Public Policy Committee: Jeff Graham - The 2012 federal budget has not been established. The House is expected to pass continuing resolutions as was done last year. The CAEAR Coalition is seeking ways to ensure the EMA is represented in CAEAR advocacy activities. A meeting was held with Ryan White providers to inform them of CAEAR activities and membership opportunities. The Coalition wants to have meetings with Fulton County Commissioners and the Department of Public Health to seek assistance in funding CAEAR Coalition membership. The Georgia Department of Public Health is looking for individuals to participate on a 30 – person roundtable task force to address Medicaid restructuring. The application to serve is due on Tuesday, September 13th. It was suggested that an invitation be sent to Dr. Fitzgerald of the Georgia Department of Public Health to attend the Georgia Ryan White meeting to meet the Community.

Priorities Committee: Robert Di Vito - The Priorities Committee will reconvene on Friday, October 7th from 9:00 a.m. - 11:30 a.m. at Piedmont Hospital Foundation Board Room to discuss the allocation of the additional award amount.

Quality Management: Nicole Roebuck - The Quality Management Committee met Thursday, September 1st to update the Universal Standards and finalize the proposed Atlanta EMA legal standards and provide a final draft in October. The Committee, through SEATEC will produce a quarterly quality management newsletter.

A motion was made, seconded and passed to adopt the modified agenda by adding Informal Introductions and "Special Call meeting announcement" to the Planning Council agenda.