

**Palm Beach County HIV CARE Council**  
**CARE Council Meeting**  
*Monday, February 25, 2019*

**Minutes**

**Members Present**

Ashnika Ali  
Lilia Perez  
Kim Enright  
Vickie Rossy  
Glenn Krabec  
Thomas McKissack  
Quinton Dames  
Kathlyn Belizaire  
Olga Sierra  
Kristen Harrington

**Guests**

Marie Presmy  
David Shamer  
Rik Pavlescak  
Susie Brinson  
Skyler King  
Lysette Perez  
Anne Costello

\*Denotes an excused absence

**Members Present**

Mary Kannel  
Kristina Rowe  
Rob Scott  
Mark White  
Keisha Jackson  
Chris Dowden

**Members Absent**

Dale Smith  
\*Cecil Smith  
\*Shirley Samples  
\*Mary Jane Reynolds

**Grantee Staff**

Anna Balla  
Shirley Lanier  
Helen Hvizd  
Jorge Batista  
Taruna Malhotra  
Thomas Eaton  
Doris Davis  
Gillian Moxey

**CARE Council Staff**

Shirley White  
Neeta Mahani

Neka MacKay  
Anil Pandya  
Jason Bowen  
Jenn Kuretski  
Alina Alonso  
Melanie Hopkins

---

I. The CARE Council Meeting was called to order at 2:00p.m. by the Chair, Chris Dowden at the Mayme Frederick Building. Roll was taken, **a quorum was present**. Guests were introduced.

II. A Moment of Reflection:

**Moment of Silence**

*A moment of silence is observed in respect to the memory of those individuals who have succumbed to AIDS and those who are living with the disease. Let us remember why we are here today. Let us have the strength to make the decisions that will improve the care of those we serve. Let us be thankful for what we have accomplished to date.*

III. **Motion** by Glenn Krabec, **second** by Thomas McKissack to accept the excused absence of Cecil Smith, Shirley Samples, and Mary Jane Reynolds. **Motion carried.**

IV. **Motion** by Mary Kannel, **second** by Glenn Krabec to approve the February 25, 2019 CARE Council Meeting Agenda as amended. **Motion carried.**

Retreat discussion was added to the agenda under new business as item B.

- V. Motion** by Lilia Perez, **second** by Rob Scott to accept the January 28, 2019 CARE Council Meeting Minutes as amended. **Motion carried.**

Amended for typographical errors in Shirley Lanier's comments under the comments by the Chair section.

- VI. Comments by the Chair:** The Chair spoke briefly about the retreat. It was a great event, there was a lot of good information about looking at where we need to go and looking at data to make informed decisions, that the focus should be on quality improvement, the consumer, and whose receiving the services that we administer and not just funding those categories but also measuring the results and adjusting accordingly. One thing that was brought to his attention was that we didn't have as many consumers there as we would have liked. A very important component of our job is getting consumer input on how we are providing services. We want consumers to be involved in the process and we want to hear their voice. It was also brought to his attention that the Community Awareness committee is short on consumers. He said, we've done a great job recruiting people for the CARE Council, itself, but we cannot forget about the committees.

**VII. Public Comments:**

Dr. Alina Alonso, Director, Florida Department of Health – Palm Beach County, presented Mary Kannel with two plaques for dedicated services to the Florida Department of Health.

**VIII. Educational Moment:** Shirley Lanier provided an educational presentation on the PBC Integrated Prevention and Patient Care Plan 2017 -2021.

Shirley Lanier will try to locate the original work plan (CARE Council) and bring to the next meeting.

**IX. Standing Reports & Updates:**

**A. Legislative:** None.

**B. CPP Updates:** The next meeting is scheduled April 12 @ 10:00am at Compass.

**C. Part B Report: Patient Care & 4BNWK Report:** There was no Part B update.

**D. HOPWA:** Mark White stated there is nothing new to report since the last meeting.

**E. C.A.G. Report:** Denise Brown gave an update on the MMP (Medical Monitoring Project) being conducted by the CDC. Information obtained from the MMP reflects the experiences and needs of person with diagnosed HIV in the US and Puerto Rico and provides important information including the use of health care services, self-reported adherence to antiretroviral therapy (ART) medications, use, and unmet needs for ancillary services such as dental care and nutritional support among this population.

**F. Part A:** Taruna Malhotra reported that they met with the FoundCare and Health Council about the specialty medical services. And, they worked with Part B on a formulated specialty care plan to put some parameters in place to help us look at the data more closely for our clients. It will be implemented over the next few weeks.

She stated that they met with all providers to talk about prioritization and acuity for case management. An Acuity workgroup is meeting this Wednesday (02-27-19) to talk about and look at different acuity scales to see what would work best for our organization.

She informed that Shirley L. and she met with Public Safety about their Re-entry Program. She reached out to Rob and they will be working as a workgroup to see how they can integrated our services for people who are coming out of the prison system, specifically for HIV.

- G. Expenditure Report:** Thomas Eaton reported that they've received most reimbursements for November and some December. He expressed that it's important for agencies to get their reimbursements in and up to date, the grant year ends this week. He said they have 6 – 8 weeks to finalize everything for this year. He projects that we are going to spend probably 98-99% of the funding this year and projects a carryover of maybe \$50,000.
- H. LGBTQ:** Kim Enright reported that they have been very active and gave a brief update on the training. She introduced the LGBTQ survey, which was presented on the projector by Neka Mackay.
- I. LPAP:** Glenn Krabec reported that there are changes in regards to pharmacy March 1 and the LPAP Committee will be working on updating the formulary.
- J. Membership:** Thomas McKissack reported that the February meeting was canceled. He asked that the providers assist in recruiting consumers.
- K. P & A:** Glenn Krabec stated that P & A would be covered in new business.
- L. QMEC:** Lilia Perez reported that QMEC is working on three different projects. She mentioned that QMEC need consumers for their committee.

**X. Unfinished Business and General Orders:** There was none.

**XI. New Business:**

**A. Vote: Approval of Committee Recommendations (Documents are on the table)**

The Priorities and Allocations Committee

1. **Motion carried** to approve the Priorities and Allocations Committee's recommendation for approval of the GY19 (Funding Recommendation) Allocation Changes.

**B. Retreat Discussion:**

Kim Enright requested that the Retreat Workgroup reconvene.

Mary Kannel stated that we did not have an evaluation. She said that she heard comments from clients that they did not get to participate in the planning. She mentioned that there are many providers on the Community Awareness Committee and the clients are saying it is not their committee anymore.

Taruna mentioned asking case managers to bring at least one client to the next retreat.

There will be a Retreat debrief meeting on March 14, 2019 @ 12:00pm.

Taruna will asked the presenters for their presentations. Neeta stated that she had already emailed the presenters to request their presentation.

**XII. Other Business:** There was no other business.

**XIII. Announcements:**

Thomas Eaton introduced Gillian Moxey, Contracts/Grants Coordinator. She will be helping with Ryan White on special projects.

Red Hat Brunch at Compass on March 8, 2018.

**XIV. Adjournment:** With no further business, the CARE Council Meeting adjourned at 3:45p.m. at the Mayme Frederick Building, 1440 Martin Luther King Jr Blvd, Riviera Beach, FL 33404.