

Palm Beach County HIV CARE Council
CARE Council Committee Meeting
Monday, January 25, 2016

Minutes

Members Present

Mary Jane Reynolds
Shirley Samples
Vicki Krusel
Mary Kannel
Christopher Dowden
Jesus Bautista
Kim Enright

Lead Agency/Support Staff

Lauren Neely
Anil Pandya

CARE Council Staff

Shirley White

Members Present

Cecil Smith
Don Hilliard
Mitchell Durant
Glenn Krabec
Quinton Dames
Thomas McKissack
Lilia Perez

Members Absent

Denise St. Joy
Jeannette Tomici
Nicole Frederick

Grantee Staff

Geoffrey Downie
Shoshana Ringer
Frank Frank
Anna Balla
Helen Hvizd
Thomas Eaton

Guests

Elya Franciscus
Rob Scott
Beatrice Manning
Stephanie Carden
Guillermo Sarria
Donna Sabatino

Patrice Huntley
Marie Presmy
Rik Pavlescak
Regina Roberson
Wisny Marcellus
Jay Flicker

Psyche Doe
Silvana Erbstein
Richardo Jackson
Ryanmarie Rice
Courtney Draine Moreno
Philip Dulmage

*Denotes an excused absence

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- I. The CARE Council Meeting was called to order at 2:32p.m. by Chair, Mary Kannel, 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. There were no excused absences.

- IV. **Motion** by Glenn Krabec, **second** by Shirley Samples to accept the January 25, 2016 CARE Council Meeting Agenda as presented. **Motion carried.**
- V. **Motion** by Shirley Samples, **second** by Mary Jane Reynolds to accept the October 25, 2015 CARE Council Meeting Minutes as presented. **Motion carried.**
- VI. **Comments by the Chair:** The Chair welcomed and thanked all guests. She commented, “it’s very important that community members come and participate and serve on our committees. You do not have to be a board member to server on the different committees. I encourage you to speak with Laure about serving on a committee. At one time this group and the agencies that serve our HIV+ dealt with early deaths and a lot of people succumbing to HIV. We’ve gotten over that hurdle with Protease and changes in healthcare. Now we’re hitting another crisis, and that is funding to provide all the services we have in the past and that are needed. We have a continuum of care and it’s our job to make sure those services that can’t be provided with other funding sources be provided through Ryan White. We need to serve the greatest number of people with the greatest number of services that will change their health outcome to improvement. Difficult choices are made and today we are looking at the budget. Thank you to everybody for all you continue to do”.
- VII. **Public Comments:** There were none.
- VIII. **Educational Moment:** Stephanie Carden – Legal Aid Society of Palm Beach County gave a presentation on the changes and new restrictions to the Food Stamp program.
- IX. **Standing Reports & Updates**
- A. **Health Care Reform:** Vicki Krusel reminded everyone that open enrollment for Affordable Care Act ends on January 31, 2016. .
- B. **Legislature Updates:** Mitchell Durant informed that the legislative updates are in his ADAP/Patient Care/Prevention/Surveillance Report on pages 3 and 4.
- C. **CPP Updates:** Regina Roberson reported they had their Strategic Planning meeting on Friday, January 15, 2016 and gave a brief report of the planning mission and tasks. Ms. Roberson stated that a CPP representative will attend the CARE Council meetings to give an update report. Lauren Neely stated that Jeannette Tomici agreed to be the CARE Council liaison to attend the CPP meetings.
- D. **Part B Report; Patient Care & 4BNWK Report:** Mitchell Durant provided 3 handouts: ADAP/Patient Care/Prevention/Surveillance, Part B Expenditure Report and a Florida Health 01/2016 -03/17 Ryan White Budget Summary Proposal and gave a brief review of each.
- E. **Surveillance Report:** Psyche Doe presented the Palm Beach County HIV Surveillance Monthly Reports.
- F. **Medicaid Report:** None.

- G. **PBC Housing Authority—Update on HOPWA:** None.
- H. **Florida Statewide Consumer Advisory Group (CAG):** None.
- I. **Part A Report:** Geoff Downing reported that today is the last day for the posting of Nadia’s position (Health Planner), interviews to start soon.
 - The first drafts for the 2016 contract will go out to agencies and we cans start to work with agencies on work plans and budgets.
 - We’re starting a series of meeting with a Regional Consultant from the National Quality Center to evaluate our quality management plan and activities, which combine with our new database, will put us in a position to start bringing in viral loads data and provide reports regarding services and health outcomes.
- J. **Expenditure Report: Membership:** Frank Frank stated he has spoken with the agencies and they believe they will be able to spend down most of their budget. There’s a little concern with the ADAP/ local drug we may not be able to spend down that money. The money given to agencies to prepay Health Insurance premiums have to go for contract in February, he’s not sure if the agencies will be able to spend down in a brief period. The assumed amount remaining will be about \$367, 000 however, if we back out the carryover amount of \$261,888 that will put us at \$105,000 (if agencies are not able to spend down the money for the Health Insurance premiums). Mr. Frank reminded that 95% of the formulary money must be spent, if not able to spend down we will have to let go of the carryover money and lose some of the carryover versus being penalized for not meeting the 95% threshold.
- K. **Membership:** Kim Enright reported Membership will be bringing forward someone for membership today and recruitment was discussed at length. The Chair requested that Membership bring their recruitment strategy plans to the next CARE Council meeting.
- L. **LPAP:** Chris Dowden reported that most meeting prior to tomorrow’s (1/26/16) had been spent developing the SOC for LPAP EFA-PA, previous meeting discussion of what a Pharmaceutical/Therapeutic Committee would look like and what the process would be for determining approval for a formulary exception. However, due to recent changes we may have to reevaluate the direction we will be taking.
- M. **HOPWA:** Geoff Downie reported we partnered with the City of West Palm Beach on a grant application for a data integration project. We have not heard back on that application yet.

X. Unfinished Business and General Orders:

- A. **Retreat:** Laure Neely reported that the Retreat is next Friday (2/5/2016) and the focus is on identifying strategies and activities to meet the proposed objectives of the Integrative Statewide Plan. Registration is going well; slightly over 50 people have registered.
 - Registration deadline is Friday, January 29, 2016. The Retreat is at the DoubleTree in Palm Beach Gardens on Friday, February 5, 2016 @ 8:30am – 4:00pm.

XI. New Business

- A. **Endorsement of the Committee Recommendations:**

1. The Joint Medical & Support Service and Quality Management Committees recommend the approval of the Chemical Dependency/Substance Abuse Residential Service Delivery Model. **Motion carried.**
2. The Joint Medical & Support Service and Quality Management Committees recommend the approval of the Home & Community Based Health Service Delivery Model. **This will go back to the Committee for more review and discussion.**
3. The Joint Medical & Support Service and Quality Management Committees recommend the approval of the Eligibility Criteria for Palm Beach County HIV/AIDS Services Provided by Ryan White Part A. **Motion carried.**
4. The Priorities and Allocations Committee recommends the approval of the elimination of Nurse Care Coordination Service Category. **Motion carried.**
5. The Priorities and Allocations Committee recommends the approval of the creation of an EFA-Prior Authorization Service Category. **Motion carried.**
6. The Priorities and Allocations Committee recommends the approval of the creation of Food-Nutritional Supplements Service Category. **Motion carried.**
7. The Priorities and Allocations Committee recommends the approval of the GY 16 Budget. **Motion carried.**
8. The Membership Committee recommends the approval of Stephanie Jordan for membership to seat #13 of the CARE Council. **Motion carried.**

B. Public Forums: The Public Forums are to solicit from the Community at large Palm Beach County needs recommendations. The Chair asked for recommendations for revamping. There was a suggestion to let the Community Awareness Committee take the lead rather than the P&A committee. Mary Kannel clarified that the Public Forums are to address the needs and services in the community not a support type group meeting. The suggestion to let Community Awareness lead will go to the Planning Committee.

XII. Other Business:

A. PCPG Replacement: The Planning Committee recommends the approval of Anil Pandya as the PCPG representative. **Motion carried.**

XIII. Announcements:

The information Update sheets to be filled out today.

The Community Awareness committee requests that Frank Frank to come give a presentation on understanding the Financial Reports.

XIV. Adjournment: With no further business, the CARE Council Meeting was adjourned at 3:52 p.m. at the Mayme Frederick Building, 1440 Dr. Martin Luther King Jr. Blvd., Riviera Beach, FL.