

Palm Beach County HIV CARE Council
CARE Council Committee Meeting
Monday, May 23, 2016

Minutes

Members Present

Vicki Krusel
Shirley Samples
Wisny Marcellus
Patrice Huntley
Christopher Dowden
Mark White
Lilia Perez
Mary Jane Reynolds

Members Present

Cecil Smith
Don Hilliard
Mitchell Durant
Glenn Krabec
Denise St. Joy
Thomas McKissack
Stephanie Jordan

Members Absent

Kim Enright
*Quinton Dames
Jeannette Tomici
Mary Kannel

CARE Council Staff

Shirley White

Grantee Staff

Helene Hvizd
Geoffrey Downie
Berthline Isma
Anna Balla
Frank Frank
Shoshana Ringer

Lead Agency Staff

Tanya Lacey

Guests

Elya Franciscus
Rik Pavlescak
Beatrice Manning
Olga Sierra
Phil Dulmage

James Agbodzakey
Marie Presmy
Silvana Erbstein
Quinn Paton
Rob Scott

Yen Vassell
Kirby Jordan
Ethel Watson
Richardo Jackson
Barbara Jacobowitz

*Denotes an excused absence

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- I. The CARE Council Meeting was called to order at 2:30p.m. by Chair, Don Hilliard, 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. Helene Hvizd clarified the policy for excused absences (medical reasons only) due to the motion made for an excused absence for Mary Kannel at the Executive Committee meeting.

Shirley Samples requested an excused absence for previous meetings due to medical reason (she was sick). **Motion** by Glenn Krabec, **second** by Denise St. Joy to accept the excused absence of Shirley Samples. **Motion carried.**

Motion by Lilia Perez, **second** by Patrice Huntley to accept the excused absence of Quinton Dames. **Motion carried.**

- IV. Don Hilliard added Ratification of Chairs as item “B” under Other Business and P & A recruitment as item “C” under Other Business.
Motion by Patrice Huntley, **second** by Shirley Samples to accept the May 23, 2016 CARE Council Meeting Agenda as adjusted. **Motion carried.**
- V. **Motion** by Vicki Krusel, **second** by Shirley Samples to accept the April 25, 2016 CARE Council Meeting Minutes as presented. **Motion carried.**
- VI. **Comments by the Chair:** the Chair recognized the new members, Mark White and Wisny Marcellus.
- VII. **Public Comments:** There were none.
- VIII. **Educational Moment:** Barbara Jacobowitz gave an interesting overview on the history of Ryan White in Palm Beach County.
- IX. **Standing Reports & Updates:**
 - A. **Legislature Updates:** Vicki Krusel stated she does not have a report for this meeting.
 - B. **CPP Updates:** Quinn Paton reported that CPP met on May 13 and the next meeting is July 8. The National HIV testing day is on June 27 and all the agencies are reaching out to the local municipalities to do a proclamation.
 - C. **Part B Report; Patient Care & 4BNWK Report:** Mitchell Durant provided the ADAP/Patient Care/Prevention/Surveillance Report and a RW Part B, Patient Care Network and Patient Care Funding Expenditure Report FY15-16. The ADAP Program currently has 1159 clients enrolled: 679 in West Palm Beach, 403 in Delray and 77 in Belle Glade (Western PB County). Part B funding ended March 31, the report shows them at 98.53%, they have until the end of this month to do internal sweeps to ensure that they spend the \$703,000. Patient Care Network is at 82% and Patient Care which is the general revenue money is at 79%, they’ve been assured that these 2 funding will be spent by June 30.
 - D. **Surveillance Report:** Psyche Doe was not present.
 - E. **Medicaid Report:** None.
 - F. **PBC Housing Authority—Update on HOPWA:** Mark White stated there is nothing new at this time.
 - G. **Florida Statewide Consumer Advisory Group (CAG):** Denise St. Joy reported that CAG will be expanding their scope and focus, in the past they focused mainly on medical monitoring

project. However, Patient Care issues they are developing a new project involving peer program.

- H. **Part A Report:** Geoff Downie reported that there were 54 applications for the Evaluator position. The final notice for the grant award has not been received. On a call with the project officer we were informed that we will be getting a reduction of about \$37,000 which is more or less level funding. We will not have to change contracts; we'll absorb the loss when we process carryover later in the year. We did receive the grant from the RAND Corporation which is HRSA Part F for data integration project with HOPWA. HOPWA and HOPWA providers will be on Provide.
- I. **Expenditure Report:** Frank Frank provided a RW GY Reimbursements spreadsheet. At the last meeting we were at 18% of unspent funds, we are currently at 15%. We are still waiting for 2 agencies to submit their final reimbursement requests. Looking at the ADAP/Local Drug & Nutrition shows 53% remaining, but we had an amendment go before the Board last week that money is being spent down on a bulk medication purchase. Also, some of the higher percentages on the report those are the ones that we are awaiting the final reimbursements. The carryover is anticipated to be \$280,000 - \$300,000. The County was able to spend down all of the administrative funding. Should have a final tally by the next meeting.
Mr. Frank also provided a GY16 reimbursement spreadsheet to show that agencies have already started to submit reimbursements, which is good.
- J. **Membership:** Vicki Krusel reported that Membership committee met on Thursday of last week and provided draft copies of flyers and brochures to be used for recruitment and ask for feedback. Glenn Krabec gave a plea for help with recruiting new members. There were suggestions for advisement from the Council members.
- K. **LPAP:** Chris Dowden reported that the LPAP meeting for this month was cancelled.

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

XI. **New Business**

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

- 1. The Joint Medical & Support Services and Quality Management Committees recommend the approval of the Outpatient Specialty Medical Care Service Delivery Model. **Motion carried.**

XII. **Other Business:**

- A. **Review of Local Integrated Plan:** Geoff Downie gave an update on the status of the local chapter of the Integrated Plan. We are also starting the 3 year Needs Assessment in conjunction with Part B and the Health Council of Southeast Florida.
- B. **Ratification of the Chairs:** Chris Dowden – LPAP, Mary Kannel – Planning, Lilia Perez – Quality Management, Denise St. Joy – Community Awareness, and Patrice Huntley – Joint Medical & Support Services. **Motion** by Glenn Krabec, **second** by Chris Dowden to ratify those appointments. **Motion carried.**

C. P & A Recruitment: Glenn Krabec put out a plea for membership to the P & A Committee.

XIII. Announcements:

Helene Hvizd announced that at the Board of County Commissioners public meeting on June 7 at 9:30am the Board will proclaim June 27 as PBC HIV Testing Day. The meeting will be held at the Governmental Center, 301 N. Olive Ave., West Palm Beach.

Denise St. Joy announced that she would like some of the providers to be on hand at the Public Forum on June 7 in Belle Glade to answer questions.

Frank Frank acknowledged Rik Pavlescak for his remarks that were published in the Florida Weekly Newspaper.

XIV. Adjournment: With no further business, the CARE Council Meeting was adjourned at 3:36 p.m. at the Mayme Frederick Building, 1440 Martin Luther King Jr. Blvd., Riviera Beach, FL.

Approved 07/25/2016sw.