

Palm Beach County HIV CARE Council
CARE Council Meeting
Monday, July 29, 2019

Minutes

Members Present

Ashnika Ali
Lilia Perez
Kim Enright
Lysette Perez
Chris Dowden
Thomas McKissack
Quinton Dames
Dale Smith
David Shamer
Kristina Rowe
Keisha Jackson
Eileen Perry
Glenn Krabec
Mark White
Whitney Davis
Vickie Rossy

Members Absent

Cecil Smith
*Felisha Douglas
Kathlyn Belizaire
*Mary Jane Reynolds
Latonia Cox

CARE Council Support Staff

Neeta Mahani

Guests

M. E. – ViiV HC
Hector Bernardino
Mary Anderson
Chancellor Doe
Matthew Tochtenhagen
Denise Brown
Skylar King
Kristen Harrington
Student of Dr. Osiyemi

Grantee Staff

Casey Messer
Shoshana Ringer
Helen Hvizd
Jorge Batista
Daisy Wiebe
Shirley Lanier
Doris Davis
Gillian Moxey

Paul Lisker
M. L. – ViiV HC
Neka Mackay
Dominique Nealy
Tameka Rolle
Beatrice Manning
Quasia Cowan
Marie Presmy
Damion Baker
Dr. Olayemi Osiyemi

*Denotes an excused absence

I. The CARE Council Meeting was called to order at 2:12p.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 Lilia Perez to accept the excused absences of Mary Jane Reynolds and Felisha Douglas. **Motion carried.**

IV. **Motion** by Glenn Krabec, **second** by Kristina Rowe to approve the July 29, 2019 CARE Council Meeting Agenda as amended. **Motion carried.**

- V. **Motion** by Glenn Krabec, **second** by Vickie Rossy to approved the June 24, 2019 CARE Council Meeting Minutes as presented. **Motion carried.**
- VI. **Comments by the Chair:** The Chair thanked everybody for being there. He asked that everybody respect one another, we are all here to help the people that we serve, to put personal thought aside and try to make the best decisions we can for our consumers.
- VII. **Public Comments:** Skyler King informed that the Palm Beach County Substance Awareness Coalition changed its name to Palm Beach County Behavior Health Coalition. She mentioned of the services that they provide for teens.
- VIII. **Educational Moment:** Dr. Olayemi Osiyemi provided a very informative presentation on HIV medications and Hepatitis A and B.
- IX. **Standing Reports & Updates:**
- A. **Legislative Update:** None.
 - B. **CPP Updates:** None.
 - C. **Part B Report: Patient Care & 4BNWK Report** – The Part B expenditure report was provided.
 - D. **HOPWA:** Mark White introduced Chancella Doe, the HOPWA Housing Case Manager at Jerome Golden and the Case Management Team – Mary Anderson and Tameka Rolle.
 - E. **C.H.A.G. Report:** Denise Brown reported that the local chapter of CBA (Community Building Advocate) is in the process of putting a team together to organize their retreat. She will be sending out a letter to the providers asking to send a representative to their next meeting. Shirley Lanier mention that the group is putting together a safe space for consumers to talk about their issues and planning council funding, provider funding, and how they feel about where funding should go because it is important that people who are actually living with the disease are also at the table when making those decisions.
 - F. **Part A:** Dr. Casey Messer reported that the notice of funding opportunities from HRSA for GY2020 RW Part A continuation funding was released on July 1 and has a submission deadline of September 30. The recipient’s office will spend the entire month of August writing the grant and justifying the reasons for an increase in funding. For our jurisdiction, we are going to request a 5% increase from the prior year funding that was allocated across the board for all categories including Part A and MAI.
 - G. **Expenditure Report:** Jorge Batista provided the RW GY19, 18, and 17 Reimbursement reports. Dr. Messer mentioned that there are categories that we have not received invoices for this grant period. And, as we get into August if we have not received expenditures for those categories we are going to ask the council to move those dollars out of those service categories into other prioritized services categories to make sure we are spending 95% of our total award for this year.

- H. **LGBTQ:** Kim Enright reported that the LGBTQ committee have completed the survey, it's out in English and they've gotten some results back, it's still going on. They are asking providers to please continue to utilize the survey with their clients. They have started to review the client's rights and responsibilities for Ryan White providers.
 - I. **LPAP:** Paul Lisker reported that LPAP is still working on the formulary and the LPAP flowchart workgroup is meeting on the 30th.
 - J. **Membership:** Eileen Perry reported there has not been a meeting with her as Chair.
 - K. **P & A:** Glenn Krabec reported that P & A is in the process of allocation planning for 2020.
 - L. **QMEC:** Lilia Perez reported that QMEC is working on the same projects and have received the 6th month update from the baseline report from Dr. Marlinda Jefferson. The agencies have received the data to start looking at those clients that are case managed and not virally suppressed. They are working on the QI projects PDSA cycles to determine the root cause clients are not virally suppressed.
- X. **Unfinished Business and General Orders:** There was none.
- XI. **New Business:**
- A. **Vote: Approval of Committee Recommendations (Documents are on the table)**
Motion carried to allocate the carryover dollars to Health Insurance Premiums and Cost Sharing Assistance \$10,724, Laboratory Diagnostic Testing \$22,000, Medical Case Management \$124,00, Oral Health Care \$10,000, and Non-Medical Case Management (Supportive) \$50,000. **Lilia Perez – FoundCare abstained, Quinton Dames – FoundCare abstained, Ashnika Ali – Health Council of Southeast Florida abstained, and Lysette Perez – Compass abstained.**
 - B. **Bylaws: P & A Committee Membership:** CARE Council Policy 21 – Priorities and Allocations Policy Regarding Providers was provided. The Chair expressed the need for additional unaffiliated members to serve on this committee. Per policy the P & A committee shall consist of a maximum of fifteen (15) members with maximum of one-third (1/3) members who are providers. Currently there's nine (9) members of the committee in which five (5) are providers. Eileen Perry, David Shamer, and Damion Baker all expressed interest in becoming a member of the P & A committee.
 - C. **Grant Cycle Calendar:** The annual planning cycle charts for GY20 and GY21 that was previously approved by the Executive Committee was provided for review and discussion. Neeta Mahani will send out the annual planning cycle to the chair of each committee.
 - D. **Community Awareness Health & Wellness Festival Budget Proposal:** The Community Awareness Committee presented the Health & Wellness Festival Budget to the CARE Council.

XII. **Other Business:**

- A. FCPN Nomination for a Representative and Alternate:** The Florida Comprehensive Planning Network (FCPN) is calling for nominations representatives and alternates for patient care and prevention. The CPP has already made nominations for the prevention side; the CARE Council has to make the nominations for the patient care side. Anil Pandya is the current representative. The nominations are tabled until the next meeting so that Anil can speak about his experiences as the current representative.
- B. Grantee Assessment:** Dr. Messer explained that the purpose of grantee assessment is for the CARE Council to evaluate the job the recipient's office is doing and it is a requirement of the CARE Council and has to be submitted with the grant application. An assessment was provided to each CARE Council member to complete.

XIII. Announcements:

Chris Dowden spoke about the new officer training that was held on Friday.

Neeta Mahani will send out a template for questions (mentorship) to be address before the next CARE Council meeting.

FoundCare is having a Back to School Health Fair next Friday at the Palm Springs location.

- XIV. Adjournment:** With no further business, the CARE Council Meeting adjourned at 3:50p.m. at the Mayme Frederick Building, 1440 Martin Luther King Jr Blvd, Riviera Beach, FL 33404.

Approved as presented 08/26/2019.sw