

Palm Beach County HIV CARE Council
CARE Council Committee Meeting
Monday, August 29, 2016

Minutes

Members Present

Vicki Krusel
Quinton Dames
Wisny Marcellus
Patrice Huntley
Christopher Dowden
Mark White
Lilia Perez
Jeannette Tomici

Members Present

Cecil Smith
Don Hilliard
Mitchell Durant
Glenn Krabec
Denise St. Joy
Thomas McKissack
Mary Kannel
Kim Enright

CARE Council Staff

Indira Case

Grantee Staff

Helene Hvizd
Geoffrey Downie
Berthline Isma
Shoshana Ringer
Frank Frank

Members Absent

*Stephanie Jordan
*Shirley Samples
Mary Jane Reynolds

Guests

Rik Pavlescak	Psyche Doe	Ebonie Taylor
Courtney Drane	Beatrice Manning	Phil Dulmage
Jillian Mason	Olga Sierra	Donna Sabatino
Ryanmarie Rice	Lysette Perez	Richardo Jackson

*Denotes an excused absence

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- I. The CARE Council Meeting was called to order at 2:32p.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. **Motion** by Glenn Krabec, **second** by Mary Kannel to accept the excused absence of Shirley Samples and Stephanie Jordan. **Motion carried.**

- IV.** P & A recommendation to reduce Health Insurance by \$36,779 is added to the agenda under other business and Grant Application Budget 2017 is added as P & A recommendation number 6.
Motion by Glenn Krabec, **second** by Mary Kannel to accept the August 29, 2016 CARE Council Meeting Agenda as amended. **Motion carried.**
- V.** **Motion** by Glenn Krabec, **second** by Denise St. Joy to accept the July 25, 2016 CARE Council Meeting Minutes as presented. **Motion carried.**
- VI.** **Comments by the Chair:** There were no comments by the Chair.
- VII.** **Public Comments:** There were no public comments.
- VIII.** **Educational Moment:** Psyche Doe from the Florida Dept. of Health provided a handout and gave a very informative presentation on the 5 year trend of the HIV and AIDS epidemiology in Palm Beach County.
- IX.** **Standing Reports & Updates:**
- A. **Legislature Updates:** Vicki Krusel reported that ACA open enrollment is November 1, 2016 and January 31, 2017. She also reported that they have a sub-committee that looks at the numbers, dollars and plans and percentages that they will bring to the CARE Council.
 - B. **CPP Updates:** Wisny Marcellus reported that for the remainder of the year they will be identifying awareness days and ways participating organization can collaborate. The next CPP meeting will be September 9 @ 3:00pm at FoundCare.
 - C. **Part B Report; Patient Care & 4BNWK Report:** Mitchell Durant provided the ADAP/Patient Care/Prevention/Surveillance Report and a RW Part B (2016-2017), Patient Care Network, and Patient Care Funding (2016-2017) Expenditure Report for the months of April through July. Mitchell reported that all 3 funding streams are on target. And, he included Zika information in the surveillance report.
 - D. **Surveillance Report:** Psyche Doe provided the HIV surveillance monthly reports for January through July.
 - E. **Medicaid Report:** None.
 - F. **PBC Housing Authority—Update on HOPWA:** Mark White stated they are in the process of putting together the new agreements for the grant year starting October 1.
 - G. **Florida Statewide Consumer Advisory Group (PBAG):** Denise St. Joy reported that there are flyer for the retreat on September 22 and pre-sign-in sheets for the providers on the table.
 - H. **Part A Report:** Geoff Downie introduced Matthew Tochtenhagen as the new Program Evaluator and Matthew gave a brief introduction of himself. Geoff gave a brief summary of his attendance at the conference in Washington DC.
 - I. **Expenditure Report:** Frank Frank provided a RW GY16 Reimbursement spreadsheet. Frank reported that we have spent \$1,967,970.98 which is 30% of the contract amount. We are at

71% core and 29% support, which is over the 75/25 split, however, it's not a concern at this time of the year.

- J. **Membership:** Kim Enright reported that they've conducted 2 interviews.
- K. **LPAP:** Chris Dowden reported that they spent the last meeting discussing the 340B policy and procedures for the LPAP program. He thanked Rik Pavlescak for leading the discussion.

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 Ambulatory Outpatient Medical Care Service Delivery Model. **Motion carried.**
2. The Joint Medical & Support Services and Quality Management Committees recommend the approval of the Early Interventions Services Service Delivery Model. **Motion carried.**
3. The Joint Medical & Support Services and Quality Management Committees recommend the approval of the change in eligibility for the Food Bank/Home Delivered Meals on the eligibility grid. **Motion carried.**
4. The Priorities and Allocations Committee recommends the approval of reclassifying (non-medical) Case Management Eligibility as a sub-category of Medical Case Management (a core medical). **Motion carried.**
5. The Priorities and Allocations Committee recommends the approval of moving \$79,341 from Medical Case Management and putting it into Medical Case Management-MAI. **Lilia Perez, FoundCare and Quinton Dames, FoundCare, abstained. Motion carried.**
6. The Priorities and Allocations Committee recommends the approval of reducing Health Insurance by \$36,779. **Lilia Perez, FoundCare and Quinton Dames, FoundCare, abstained. Motion carried.**
7. The Priorities and Allocations Committee recommends the approval of giving the Grantee the authority to do a onetime sweep without prior vote up to \$175,000 after November 1st until the end of the grant year. **Motion carried.** Thomas McKissack opposed.
8. The Priorities and Allocations Committee recommends the approval of the FY2016-2017 Service Category Priorities change. **Motion carried.**
9. The Priorities and Allocations Committee recommends the approval of the GY 17-18 Grant Application Budget. **Motion carried.**

XII. Other Business:

- A. The Priorities and Allocations Committee recommends the approval of reducing contracts by \$36,779. Geoff Downie stated that the recommendation is amended to take money from Health Insurance continuum. Discussion ensued.
- B. Grantee Assessment: The assessments were passed out to Council members to complete.

XIII. Announcements:

Kim Enright announced the production of the play “Tick, Tick, Boom” by Jonathan Larsen and performed by the theatrical company -Community Production as an outreach program. She stated that she would like to partner with the Health Dept., FoundCare and Compass to help get information out to the public about testing and services. The production opens on November 9 at the Black Box Theatre, West Palm Beach. There will be 6 performances.

Denise St. Joy announced the PBAAG Retreat on September 22, 2016 to be held at Compass.

XIV. Adjournment: With no further business, the CARE Council Meeting was adjourned at 3:51p.m. at the Mayme Frederick Building, 1440 Martin Luther King Jr. Blvd., Riviera Beach, FL.

Approved 09/26/2016sw.