

**Palm Beach County HIV CARE Council
CARE Council Committee Meeting
Minutes
Monday, January 29th, 2024 @ 2:00pm**

Members Present

Lilia Perez
Kristen Harrington
Dr. Youssef Motii
Kim Rommel Enright
Nancy McConnell
Dr. Sandra Anderson-Spencer
Ashnika Ali
Ashaki Sypher
Lysette Pérez
Brittany Henry
Chris Dowden
Hector Bernardino
Angelie Diya
Cecil Smith
Dominique Lane
Cynthia Walker
Tad Fuller
Richardo Jackson
Kenny Talbot
Miguel Vasquez

Members absent

Damion Baker
Denise Brown
Tyrina Phillips
Denisse Gregaoriou
Thomas McKissack
Mary Jane Reynolds

Guests

Susan Mintz
Irma Shute
Courtney Wise
Mary Presmy
Reynolds Cortes

CARE Council Staff

Neeta Mahani
Fate Metellus

Grantee Staff Present

Helene Hvizd
Jeffry Lesanti
Dr. Daisy Wiebe
Dr. Casey Messer
Thomas Eaton
Sean Conklin
Shoshana Ringer
Jasmine Rohoman
Anna Balla
Gecica Tibert
Bianca Murphey
Jason Gross
Andres Corres
Tess Clemens
Carline Blanc

Grantee Staff Absent

I. The Palm Beach County HIV CARE Council Committee Meeting was **called to order at 2:05 PM** by Neeta Mahani. Roll call was taken, guests were introduced and there **was a quorum**.

II. **A Moment of Reflection:**

A 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 HIV. 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. **Acceptance of Excused Absences:** Mary Jane Reynolds
Motion to accept Mary Jane Reynolds excused Absence: First Motion- Lilia Perez. Second Motion- Cecil Smith. Motion Carries

IV. **Acceptance of January 29th 2024 CARE Council Committee Meeting Agenda with the proposed changes:** First Motion-Kim Rommel Enright. Second Motion- Dr. Youssef Motii. Motion carries.

V. **Acceptance of November 13th, 2023 CARE Council Committee Meeting Minute with the proposed change:** First Motion- Kristen Harrington. Second Motion: Ashnika Ali. Motion Carries.

VI. **Comments by the Chair:** Kenny Talbot wants to let everyone know that the elections are next month. Neeta Mahani has already sent out the nomination forms. Please make sure that they are filled out and brought to the next Meeting. It will be sent out again

VII. **Comments by the Staff:** None

VIII. **Public Comments: Chris Dowden is resigning**

Kenny Talbot Assigns:
Lysette Pérez as chair of Planning
And Kristen Harrington as Chair of LPAP

IX. **VIII. Educational Moments: 2022 Epi Profile Presentation Irma Shute (AREA 9) HIV Surveillance Manager FL-DOH Palm Beach County- 15 Minutes**

- Increasing trends for HIV for year 2021
- Slight dip in HIV Diagnoses in 2020 before it started increasing again
- Slide number 4 shows a summary table for 5 years; HIV and Aids are differentiated too
- PWH by zip code map has not changed much within the past two years
- Numbers to remember are 50 and 20
- White Americans represent 50% of the population while only 20% are diagnosed with HIV Aids while Black Americans are about 20% of the population while about 50% have HIV Aids
- Males make up 73% while the Females make up 27%

- Slight decrease in numbers within the White, Black and Other populations
- Decrease of those transition from HIV to Aids within the Black Community, while there is slight increase in the white and Hispanic Population
- Ages 30-40 are the worst in the increase
- Highest rate of foreign born HIV cases is from Haiti
- 86% in care, 83% retained in care and 77% viral load suppression
- In 2022 25% of the males are out of CARE
- Out of care map has not changed much
- A problem area is South Bay
- Will be emailed out to everyone

X. Unfinished Business and General Orders: None

XI. Old Business: Administrative Mechanism Survey Reminder- Neeta

- Neeta had sent it out everyone but she as not received any answers back
- She will resend it out
- Will send out the election sheets too

XII. XI. Business:

A. CARE Council Budget- Jeffrey Lesanti

- Current budget is 41 thousand
- Expended \$36,741.14 so there is \$4,258.86
- Will need all of that for temporary staff for the NEEDs assessment
- There is no money for March 1st, when CARE Council has to do allocations for budget
- GY24 will see the Needs Assessment brought in house
- The county will have it within their budget
- County is fully staff, there is less Admin dollars to go around
- Starting in March, the Care council will have a budget of about \$17 thousand

B. Agency Expenditure for GY23

- Standing report

C. Partial NOA – General Discussion

- County did receive Partial notice of award from HRSA for Ryan White Part A
- Looks like there is a \$40,000 reduction
- Do not believe that there will be carry overs for next year either

D. GY24 Funding Awards – will be going to February 1st 2024 P&A

- Worked with the Program Staff
- Should be accessible to everyone at this time
- Will be discussing at the next P&A meeting

E. Membership Discussion (Policy #19 & 20) with Helene – Kenny Talbot

- Will table this discussion until after the Elections
- More than likely will need to convene the Bylaws

F. Quality Improvement (QI) Showcase on February 26th from 1pm-2pm before HIV CARE Council- (Dr. Daisy Wiebe) 10 Min

- In collaboration with the HIV Care Council, it was decided it would be a good idea to have to have a QI showcase right before the next CARE Council meeting
- Have been doing a Collaborative called the Identifying Disparities to Engage Action or IDEA
- Each Agency has been doing their own project but under the umbrella of IDEA
- There will be 9 posters
- Registration will be sent out
- Some light refreshments and appetizers will be sent out
- Will have an education moment that will highlight key successes during the project
- Will hit the highlights during the CARE Council meetings
- Just need everyone to show up and a registration link will be sent out

G. Needs Assessment _ Genève & Chris Dowden – 15 Min

- Training Slides
- 2020-2021 HIV Consumer Survey Written Report
- Needs Assessment Putting the Pieces Together Worksheet
- Will be working on the comprehensive needs assessment this year which happens every 3 years; the survey part at least
- Six components to the comprehensive needs assessment
- It is a grant requirement and the care council members need to participate more
- Epidemiologic Profile: What the overview HIV epidemic looks like in our specific jurisdiction
- Estimate of unmet needs: Estimate of people living with HIV in our jurisdiction who know they have HIV but are not receiving treatment
- Assessment of Service Needs and Barriers: Provides information about the Service needs of people living with HIV both in and out of case
- Resource Inventory: Regularly updated comprehensive listing and description of HIV related services
- Profile of Provider Capacity and Capability: provides information of service capacity
- Assessment of service needs and gaps: Analysis of Data from all needs assessment components

XIII. XII. Standing Reports (3-5 minutes each)

A. CPP Update: Jennifer Kuretski or Dylan or Rob Scott:

- Jen Kuretski will be the chair of CPP this year
- Sent out the four meeting dates; will be quarterly
- Will be on Feb. 9th, May 17th, August 9th and November 15th
- Will be on the afternoon 1pm-2:30pm
- The application process is annual
- Community Prevention Partnership

B. Part Report: Patient Care and 4BNWK Report: Rob Scott

- Christian did an update
- Ryan White Part B consortia is the only federally funded stream

- Fund stuff like bus pass passes
- C. HOPWA (West Palm Beach):**
- Spoke about putting a couple people in housing units
- D. Palm beach count recipient report: Dr. Casey Messer**
- Bianca Murphey introduced herself; new team member that will be focusing on ending the HIV/Aids initiative
 - Mobile units have arrived here in Palm Beach County
 - Will be available beginning March 1st
 - Any additional staff that wants to provide, assistant will be meeting again in February
 - Want to collaborate for any community events
- E. Part A expenditure report: Jeffrey Lesanti**
- At this point, currently at 82% grant total spent
 - Don't have the full expenditure report for December
 - If all the expenses were captured, most likely would be at 83%
 - There is an overwhelming need for additional dollars
 - P and A will be meeting soon to discuss
- F. Executive: Kenny Talbot**
- Met before the CC
 - Spoke a bit about Policy 19
 - Might have the Bylaws committee convene but will be put on hold
- G. LGBTQ+: Kim Enright**
- Have not met yet
 - Might start up again March at Compass
- H. LPAP: Chris Dowden**
- Did not met
- I. Membership: Lysette Pérez**
- Will share minutes with Lysette
 - Looked at Membership terms
 - Spoke about seat descriptions
- J. P & A: Dr. Motii**
- Did not have a meeting in December or January
 - Will have on in February so there will be an update at the next meeting
- K. QMEC: Hector Bernardino**
- Reviewed the Work Pan as well as thee Quarterly Midterms
 - Meeting on a Quarterly basis unless needed
 - Also reviewed Performance Metrics
- L. Planning: Chris Dowden**

- Committee is developing the Survey assessments an instruments
- Got about halfway through
- Anticipating that it will be finished at the next meeting
- Reviewing the existing inventory of services
- Want more people to come to the meetings

M. Community Awareness: Richardo Jackson

- Respond to the email that Neeta sent out
- Items will be discussed at the next care council meeting
- If someone has not received CARE Council badges, Neeta will be bringing more
- For outreach and community events to spread the name of the Care Council
- Community Awareness continues to be a safe space for members to speak their minds

N. Housing Committee: Miguel Vasquez –H2O Self Sufficiency Program (Andres Corress)

- Went over the PowerPoint slide
- A self-sufficiency program
- Resources will be provided so that the clients will be able to sustain themselves once they are out

O. Adhoc Bylaws: Kenny Talbot

XIV. Other Business:

XV. Announcement:

Neeta will be out of town from February 12th-16th

Kristen Harrington: Mobile LPN is up and running; Delray Beach location is recognized nationally within AHF to have the highest Ryan White Viral Load Suppression Rate

XVI. Adjournment: Meeting was adjourned at 4:27pm

***Conflict of Interest**

A CARE Council member who has an identified conflict of interest must abstain from voting on issues related to that conflict. A member who does not abstain from voting on issues where a conflict is identified by the County's Commission on Ethics designated legal counsel may be removed from the CARE Council.