

**Palm Beach County HIV CARE Council
CARE Council Meeting**

March 24th 2025 @ 2:00 P.M. @ 1440 Martin Luther King Jr Blvd, Riviera Beach, Florida - 33404 / Belle Glade Library - 725 NW 4th St, Belle Glade Library – Light snacks will be provided @ MLK

Join Zoom Meeting

<https://pbcgov.zoom.us/j/83834957853?pwd=b6JH6Pd6gAi096kToK0jPYoG63xpLK.1>

Meeting ID: 838 3495 7853

Passcode: 490191

Members Present

1. Ashnika Ali
2. Hector Bernardino
3. Lysette Perez
4. Richardo Jackson- **Chair**
5. Kristen Harrington - **Secretary**
6. Miguel Vasquez
7. Youssef Motti – **Treasurer**
8. Brittany Henry
9. Tad Fuller- **Vice Chair**
10. Nancy McConnell
11. Kim Rommel-Enright
12. Cynthia Walker
13. Damion Baker
14. Ashaki Sypher
15. Dominique Lane
16. Cecil Smith
17. Denise Grigoriou
18. Dr Jyothi Gunta

Members absent

Mary Jane Reynolds
Tyrina Pinkney
Thomas McKissack

Guests

Lilia Perez
Orquidea Acevedo
Mathew Jackson
Keri Ramnerance
Allyssa Sullivan
Dr Berthline Isma
Rosie Hayes

Recipient Staff

Jeffrey Lesanti
Dr. Daisy Wiebe
Thomas Eaton
Geneve Simeus
Shoshana Ringer
Tammy Fields
Helene Hvizd

Dr. Casey Messer
Anna Balla
Jason Gross
Lia Rigby Head

CARE Council Staff

Neeta Mahani

Note: If you have any question or require special accommodations, please contact Neeta Mahani at 561-355-4820 or Nmahani@pbcgov.org.

I. Call to order. Roll, Introduction of Guests – Neeta Mahani took the roll call and Quorum was present

II. A Moment of Reflection

A Moment of Silence – Richardo Jackson

*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. **Motion to accept the Excused Absences:** Tad Fuller – Lysette Perez – first and Miguel Vazquez – second – Motion carries

IV. **Motion to accept the March 24th 2025 CARE Council Meeting Agenda** as amended by adding three perspective members interview and item 10, 11, & 12 from Planning committee.

Kristen Harrington – First

Kim Rommel Enright- Second

Motion carries

V. **Motion to accept the January 27th 2025 & February 24th 2025 CARE Council Meeting Minutes: Table the meeting min.**

Lysette Perez- First

Nancy McConnell – Second

Motion Carries

VI. **Comments by the Chair:** Thanks to everyone.

VII. **County Staff Comments: Recipient and Care Council staff:** Dr. Casey shared information regarding Part A report.

VIII. **Standing Reports: (5 – 10 min each)**

A. **CPP Update:** Dylan or Rob Scott – **No report @ this time**

B. **Part B Report: Patient Care & 4BNWK Report:** Rob Scott – New staff from FDOH presented the expenditure report to the members

C. **HOPWA (West Palm Beach):** Miguel Vazquez –

- **Emergency Rental Assistance**

- Tad Fuller reported \$455,000 expended, serving 107 clients. In most Ryan White jurisdictions (including Palm Beach County), that “emergency rental assistance” line is drawn from HOPWA allocations.

D. **Palm Beach County Recipient Report:** Dr. Casey Messer - Chuck’s fiscal update (18% of grant funds remaining, expected carryover)

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- E. **Part A Expenditure Report:** Jeffery Lesanti
- F. **Executive:** Richardo Jackson
- G. **Ad hoc Health Equity:** Kim Enright - Suggestion to change the name of the ad hoc Health Equity Committee to the Health Access Committee
- H. **Community Engagement:** Kristen Harrington - Upcoming public outreach: mobile health units will participate in a parade to provide enrollment services.
- I. **P & A:** Dr Youssef Motii –
 - Housing Priority Points & Wait-list
 - The discussion of over 300 clients on the housing wait-list, with veterans and people with HIV receiving priority points, is a core P&A function (priority-setting).
 - Integrated Plan & Capacity Survey
 - Update on the integrated HIV plan and the provider capacity survey informs P&A's priority-setting and allocations recommendations.
- J. **QMEC:** Hector Bernardino – No update
- K. **Planning:** Lysette Perez –
 - Administrative Mechanism Review
 - Hector will add the admin-mechanism survey to April's agenda—part of the Council's planning process for continuous improvement.
- L. **Housing:** Miguel Vazquez & Andres Correa –
 - Emergency Rental Assistance
 - Reported \$455,000 expended on emergency rental assistance, serving 107 clients.
 - Housing Placement Prioritization
 - Over 300 people on the wait-list, with veterans and persons with HIV receiving priority points.
 - New SRO Hotel Resource
 - A single-room-occupancy hotel opening for clients aged 55+ (with certain behavior requirements).
 - Transportation for Housing
 - Exploring Palm Tran Connections, discounted bus passes, and HMO-provided transport to support clients' access to housing appointments.
- M. **Ad-Hoc Bylaws:** Tad Fuller - Reviewing and potentially renaming the **Health Equity Committee** to the **Health Access Committee** and Reviewing **all Council bylaws and policies** for any sensitive or outdated terminology.

IX. Old Business: None

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X. New Business:

1. **CARE Council and Subcommittees schedule GY -2025** – please see the attached from executive committee. Neeta will send everyone new schedule as per officers and members recommendations. Neeta discusses the Care Council meeting schedule and budget for the upcoming year. The meetings will continue on the last Monday of each month, with some variations for holidays. Two meetings will be held in Belle Glade, accessible remotely for those unable to travel. Members are required to attend the Care Council meeting and one committee meeting to remain in good standing.
2. **CARE Council GY -25 Budget-** Jeffery presented the budget. The budget for Care Council activities is set at \$21,000, which is part of a larger \$175,000 investment in administrative duties. This represents about 22% of the total administrative budget for Palm Beach County's HIV funding. The budget can be adjusted throughout the year as needed. A needs assessment has been removed from this budget and will be provided through a different funding source. Executive Committee members will rotate attending Belle Glade meetings, and other members are encouraged to volunteer as well.
3. **Ordering two Microphones-** Richardo discussed the purchase of audio equipment for the Care Council room, which will be funded by the county budget. She also proposed the acquisition of tablets for meetings, which will be purchased using the Care Council's administrative budget. The tablets will be owned by the Care Council and managed by Neeta. The council members were asked to vote on the purchase of Samsung Galaxy tablets and protective covers.
4. **Having tablets that the chairs can use during meetings-** Update by Neeta & Jeffery -
 - ☐ Council voted to purchase two microphones using county budget.
 - ☐ Tablets for chairs to be funded from administrative budget and managed by Neeta

5. Addressing Staffing and Administrative Challenges -

The Care Council discusses staffing and administrative challenges, particularly regarding meeting minutes and compliance. Neeta explains that while they need to catch up on meeting minutes, budget constraints prevent hiring a full-time administrative position. Dr. Mesa suggests exploring creative solutions, such as sharing a position with other departments. The council members discuss ways to streamline the minute-taking process, including using more concise summaries and potentially redistributing tasks among council members. They agree to revisit this topic in future meetings to align expectations with available resources and requirements.

6. **GY-25 final CC & Sub committees work plans** – Neeta mentioned that she will be sending final work plan to project officer in May 2025
7. **Sub- Committees Attendance issues** (let's look at every other month or quarterly meetings for the care council committee meetings)
8. **The affiliate member designation for the council to boost membership and community engagement-** Richardo encouraged everyone to attend committee meetings and to bring in more affiliate members to increase participation. Lastly, there was a suggestion to change the name of the ad hoc Equity Health Equity Committee to the Health Access Committee, which Tammy expressed some reservations about.

XI. Public Comments: 3 Minutes- None

XII. Educational Moment: None

XIII. Announcements:

- Upcoming Events
 - Neeta reminded members about the **Pride event** and asked volunteers to sign up by **noon the next day** to secure tickets.
 - She also referenced a **public outreach parade** involving mobile units providing HIV services.
- Care Council Logo and Host Pins
 - A brief discussion noted the **need for a more engaging logo** and branded **host pins** for visibility at community events.

XIV. Adjournment: Meeting adjourned @ 4:30 p.m.

****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 may be removed from the CARE Council.