

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

*August 25<sup>th</sup> 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 @ Riviera Beach location.*

Join Zoom Meeting

<https://pbcgov.zoom.us/j/85472857483?pwd=fdRhxeVELnTF9H6srTU2rHyL0w1Qsz.1>

**Meeting ID: 854 7285 7483**

**Passcode: 426804**

**Members Present**

1. Ashnika Ali
2. Hector Bernardino
3. Lysette Perez
4. Orquidea Acevado
5. Kristen Harrington – Secretary
6. Miguel Vasquez
7. Denise Grigoriou
8. Brittany Henry
9. Tad Fuller – Vice Chair
10. Nancy McConnell
11. Kim Rommel-Enright
12. Cynthia Walker
13. Ashaki Sypher
14. Dr. Berthline Isma
15. Cecil Smith
16. Rosie Hayes
17. Annette Dunn

**Members Absent**

- Cynthia Walker  
{Excused }  
Youssef Motii  
{Excused}  
Mary Jane Reynolds  
{Excused}  
Dominique Lane  
Richardo Jackson

**Guests**

- Lilia Perez  
Kristen Ferguson  
Fabiola Gonzalez  
Gail stein  
Erin McSpadden  
Brad Barnes  
Robert Scott  
Hardeep Singh  
Emma Roca  
Cynthia Acosta  
Irma Shutes  
Kenny talbot  
Dr Sandra Anderson  
Sandra Steward  
Glenn Krabec  
Sharon Hollis  
Keri Ramnarez  
Alicia Tramel  
Samona Powell  
Denise Brown  
Patricia Morgan  
Samona Powell  
Ryan Adams  
Raymond Cortes

**Staff Attendance Table**

Note: If you have any question or require special accommodations, please contact Neeta Mahani at 561-355-4820 or [Nmhahani@pbcgov.org](mailto:Nmhahani@pbcgov.org) .

**Recipient Staff**

Jeffrey Lesanti  
 Jason Gross  
 Anna Bala  
 Geneve Simeus  
 Shoshana Ringer  
 Lia Head Rigby  
 Dr Casey Messer  
 Jessica Bobber {Online}

**Recipient Staff**

Jasmine Parrish {Online}  
 Dr Daisy Wiebe {Online}  
 Willie Joseph  
 Neera Maharaj  
 Dr Andres Correa  
 August Frohnhoefer  
 Chloe Bagley

**CARE Council Staff**

Neeta Mahani

*Agenda*

- I. Call to order. Roll, Introduction of Guests – Neeta Mahani took the roll call and quorum was present @ 2:30 p.m.
- II. A Moment of Reflection- Tad Fuller as Richardo was absent.

**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. **Motion to accept the Excused Absences: Youseff Motii**  
 Lysette Perez – first Kristen Harrington – Second – Motion carries  
**Motion to accept the Excused Absences: Cynthia Walker**  
 Lysette Perez – first Kristen Harrington – Second – Motion carries  
**Motion to accept the Excused Absences: Mary Jane Reynolds**  
 Annette Dunn – first & Brittany Henry – Second – Motion carries
- IV. **Motion to accept August 25<sup>th</sup>, 2025, CARE Council Meeting Agenda by adding**  
 under new business Capability survey and discussion around the integrated plan.  
 Nancy Lynn- First and Annette Dunn – Second. Motion carries
- V. **Motion to accept of June 30<sup>th</sup>, 2025, CARE Council Meeting Minutes.**  
 Annette Dunn – First and Dr. Berthline Isma – Second – Motion Carries
- VI. **Comments by the Chair: Tad requested everyone to be respectful and announce  
 that he will be hosting the meeting as Richardo is absent**

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**VII. County Staff Comments: Recipient and Care Council staff:** Neeta will resend the retreat questionnaire survey to all attendees tomorrow with two emails one with survey link and one with email spam to look for survey link. Also, Neeta revealed that the Belle Glade meeting location meeting was canceled due to low attendance, but Dr. Sandra Anderson attended from there as she was already present there at the library.

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

- A. CPP Update:** Rob Scott – None
- B. Part B Report: Patient Care & 4BNWK Report:** Erica McSpadden- Present the part B report on the screen. Please see attached expenditure report
- C. HOPWA (West Palm Beach):** Miguel Vazquez- None
- D. Palm Beach County Recipient Report:** Dr. Casey Messer –  
**County Administration and Staffing Changes**
  - Joseph Abruzzo began role as new Palm Beach County Administrator.
  - Recruitment underway for **EHE Evaluator position**.
  - August Frohnhofer promoted to **EHE Program Coordinator**.
  - Stephne Ellis was appointed as **Community Health Coordinator**, focusing on health equity and underserved populations.**Clarification on MAI Program and Federal Legislation**
  - MAI program codified under the **Ryan White Care Act**.
  - Cannot be altered by executive order.
  - Program continuation contingent upon **congressional funding**.**Health Access Committee**
  - Stephanie Ellis to collaborate with Health Access Committee to assess past initiatives and identify gaps.
- E. Part A Expenditure Report:** Jeffery Lesanti  
The expenditure report was discussed, noting that while the funding is on track, there have been delays in reimbursements due to thorough reviews. It was highlighted that there is a need for agencies to communicate effectively about their spending. Part A expenditure report was presented. Please see attached.
- F. Executive:** Richardo Jackson - Richardo was absent so no update.
- G. Community Engagement:** Kristen Harrington –

**Membership Compliance**

- a. It is confirmed that the council is currently in compliance with established membership requirements.
- b. Identified a potential **need for a Medicaid-designated seat**, which would strengthen representation and ensure broader prospects in council decision-making.
- c. Requested updates on ongoing and upcoming **community engagement activities** to support recruitment and retention of diverse members.

**Video Project for Membership Enhancement**

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- d. Committee reviewed the **progress of the video project**, aimed at increasing visibility of the council and encouraging community participation.
- e. Stressed the importance of **collecting and incorporating feedback** from the recent retreat to ensure the video reflects authentic community needs and voices.
- f. Emphasized that the video should highlight success stories, lived experiences, and the council's role in addressing HIV-related issues.

### **Community Engagement Strategies**

- g. Discussed opportunities to **expand outreach efforts** through partnerships with local organizations and events.
- h. Suggested using the video project as a tool for **digital outreach campaigns**, social media sharing, and presentations at community forums.
- i. Encouraged members to actively participate in promoting the council and supporting new member recruitment.
- H. P & A:** Dr Youssef Motii – None
- I. QMEC:** Hector Bernardino – QMEC committee is planning to attend September 25<sup>th</sup> 2025 Planning committee meeting.
- J. Planning:** Lysette Perez – None at this time but she will explain under new business discussion.
- K. Housing:** Miguel Vazquez –  
It was highlighted that emergency housing was not funded because no service recipients applied for it in Alaska. It was pointed out that while the program could be beneficial for specific cases, such as post-operative care, it is difficult to manage due to the temporary nature of the housing. A suggestion was made for a housing committee meeting to further discuss these issues.
- L. Ad-Hoc Bylaws:** Tad Fuller- None

### **IX. Old Business:**

- **Samsung Tablets-**

#### **Technology & Access – Council Tablets**

- Noted the need for **creation and management of usernames and passwords** for council-issued tablets to improve accessibility and standardization.
- Recommended clear guidance and technical support for members to ensure smooth use of tablets during meetings and community engagement activities.
- **Mary Jane Reynolds and Denise Grigoriu excused absence approval from June 30<sup>th</sup> 2025 .**  
Motion to approve Mary Jane Reynolds excused absence –  
Annette Dunn – First & Hector Bernadino – Second – Motion carries  
Motion to approve Denise Grigoriou excused absence –

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Annette Dunn – First & Ashnika Ali – Second – Motion carries

**X. New Business:**

**A. Priority and Allocation Motions (August 14<sup>th</sup>, 2025)**

– Please see the details below.

**B. USCHA 2025 Info – Update from Richardo –**

Members were informed that Ryan White funds could not be used for travel to the USCHA conference, as per verbal guidance from the Ryan White Project Officer. The county administration denied a request to support member travel due to budget limitations. A conference room participant inquired about the allocated travel funds and expressed interest in attending an upcoming listening session in Atlanta, prompting discussions on how to proceed with the remaining funds.

**C. Community Engagement Committee (CEC) Meeting Recommendations- Date: August 14<sup>th</sup>, 2025**

**1. Membership Approvals**

- **Glenn Krabec** – Approved for membership on the August 21<sup>st</sup> 2025 CEC.
- **Kenny Talbot** – Approved for membership on the August 21<sup>st</sup> 2025 CEC.

Motion coming from membership approval coming from Community Engagement committee meeting Glenn Krabec and Kenny Talbot – Approved

**2. Membership Removal**

- **Jyothi Gunta** – Received resignation on August 5<sup>th</sup>, 2025 – Neeta gave an update That Dr Gunta resigned and Dr Sandra Anderson applied – Interview is schedule for September 11<sup>th</sup> 2025

**D. QMEC Committee Update – July 24<sup>th</sup>, 2025, please see attached Administrative**

Mechanism.

**Annual Requirement**

- Highlighted the **need for conducting an annual administrative assessment**, noting that the last assessment was completed at the end of the previous year.

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- Reaffirmed the importance of this process for ensuring **accountability, transparency, and compliance** with program requirements.

### **Document Review and Approval Process**

- Identified the need for a **comprehensive review of the administrative assessment document**.
- Outlined the requirement to clarify the **approval process**, including:
  - Which committee(s) are responsible for initial review. September CARE Council meeting.
  - Whether Executive Committee action is necessary.
  - Timeline for completing approval to remain compliant with annual requirements.
- Neeta will bring the correct document to the next meeting which Jasmine sends to her. Dr Casey mentioned he needs the survey to be done by December 31<sup>st</sup>, 2025

Motion to table the Survey till next meeting – Kim Rommell Enright first and Kristen Harrington – Second. Motion carries

### **E. Approval of Provider Capacity Improvement Care Basis and Discussion on Integrated**

#### **Plan**

A motion for the approval of the 2025 Provider Capacity Improvement Care Basis was introduced from Planning Committee , which was unanimously passed after a brief discussion. The integrated plan set to begin the following day was then outlined, emphasizing its role in addressing homelessness in Montgomery County through a structured approach involving multiple stakeholders. The plan includes four key pillars focused on diagnosis, treatment, prevention, and resource allocation.

**XI. Public Comments: 3 Minutes – None**

**XII. Educational Moment: None**

**XIII. Announcements:** Rob Scott made an announcement for CBA September 19<sup>th</sup> 2025 Symposium and requested everyone to register and attend .

**XIV. Adjournment: Meeting adjourn @ 4: 33 p.m.**

**Motions from August 14<sup>th</sup> 2025 Priority and Allocation committee meeting**

- Motion to reduce Ryan White Part A program GY -25 Health Insurance Premium allocation by \$ 217,659-  
Motion was rejected by the members and new motion was made to reduce the Health Insurance premium and cost sharing assistance by \$ 92,059.  
Kim Rommell Enright – First and Nancy McConnel – Second – Motion Carries  
Members abstain from motion :
  1. Ashnika Ali
  2. Orquidea Acevado
  3. Brittany Henry
  4. Lysette Perez
  5. Kristen Harrington
  
- Motion to reduce GY – 25 MAI (Minority Aids Initiative) Medical Case Mgt by \$ 4,568  
Motion Carries from P&A as is.  
Members abstain from motion :
  1. Ashnika ali
  2. Orquidea Acevado
  3. Brittany Henry

*\*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.*

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