

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

***May 18th, 2026 @ 5:35 P.M. @ Okeechobee Branch Library, 5689 Okeechobee Blvd,
West Palm Beach, FL 33417/Belle Glade Library - 725 NW 4th St, Belle Glade Library
//LUNCH will be provided @ Both the location.***

Join Zoom Meeting

<https://pbcgov.zoom.us/j/84155427493?pwd=HPb5ZLY55E33apzKv0IZAddPlSbcJb.1>

Meeting ID: 841 5542 7493

Passcode: 457343

Members Present

Ashnika Ali
Raymond Cortes
Kristen Harrington
Ashaki Sypher
Youssef Motii
Brittany Henry
Tad Fuller
Cecil Smith
Cynthia Walker
Kim Rommell-Enright
Mary Jane Reynolds
Rosie Hayes
Annette Dunn
Dr. Berthline Isma
Orquidea Acevedo
Miguel Vasquez
Brown

Members absent

Hector Bernardino
Richard Jackson
Andi Thomas
Nancy McConnell
Dominique Lane
Dr. Sandra Anderson
Glenn Krabec
Michelle Scott

Guests

Denise Brown
Melissa Brown
Rob Scott
Sharon Lindner (AHF)
Charlyne Otis
Lucille Fletcher
Sharon Morgan
Moses Barber
Boidel Williams
Vernell Williams
Charles Alton

Diane Draillebury
Ronnie Pierre
Michael Reynolds
Samuel

Mary Morgan
Moses Barber
Darlene Ellis

CARE Council Staff

Neeta Mahani

Recipient Staff Present

Jeffrey Lesanti
Dr. Daisy Wiebe
Geneve Simeus
Shoshana Ringer
Jason Gross
Stephne Ellis
Lia Head Rigby
Andres Correa
Dr. Diane Andre
Richard Sena

Recipient Staff Absent

Dr. Casey Messer
Anna Balla
Thomas Eaton
Jasmine Parrish

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

Agenda

- I. Call to order. Roll, Introduction of Guests: Neeta Mahani conducted roll call, Quorum was present.
- II. A Moment of Reflection: Led by Tad Fuller from Belle Glade

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: Motion to approve excused absence for Ashaki Sypher from the April 27, 2026, meeting.

- Annette Dunn – First
- Cynthia Walker – Second
- Motion Carries

IV. Acceptance of May 18th, 2026, CARE Council Meeting Agenda.

Motion to approve agenda with amendments:

- Added Board of County Commissioners (BOCC) feedback request under New Business.
- Tabled CARE Council and Executive Work Plan 2026-2027 ratification until the next meeting.
- Annette Dunn – First
- Dr. Berthline Isma – Second
- Motion Carries

V. Acceptance of April 27th, 2026, Meeting Minutes

- Several name corrections were noted by Neeta.

Motion to approve April 27, 2026, minutes as amended.

- Annette Dunn – First
- Dr. Berthline Isma – Second
- Motion Carries

- VI. Comments by the Chair: Tad Fuller welcomed members and thanked everyone for attending.**
- VII. Palm Beach County Part A Recipient report: Dr Casey Messer No report presented.**
- VIII. Standing Reports: (5 – 10 min each)**
- A. CPP Update: Rob Scott: - No report**
 - B. Part B Report: Patient Care & 4BNWK Report: Mellisa Brown**
 - C. Ryan White Part B expenditure report presented.**
PTC Consortium funding was fully expended.
Patient Care Network General Revenue funding was approximately 83% expended.
Discussion was held regarding medical transportation funding and expenditure differences.
Review provided on Ryan White Part B services and funding structure.
 - D. HOPWA (West Palm Beach): Miguel Vazquez**
 - Housing funding challenges discussed.
 - Efforts continue to secure additional HIV housing resources.
 - E. Part A Expenditure Report: Jeffery Lesanti**
 - Reviewed multiple funding streams and expenditures.
 - Overall grant is projected to be 100% expended.
 - Approximately \$200,000 expected to carry over into the next grant year.
 - Updates provided regarding program income reporting requirements and grant management.
 - Discussion held regarding transportation billing updates and timely submission of reimbursement reports.
 - F. Executive: Tad Fuller**
 - CARE Council and Executive Work Plan 2026-2027 ratification tabled until next meeting.
 - G. Community Engagement: Kristen Harrington No report.**
 - H. P & A: Dr Youssef Motii No report.**
 - I. QMEC: Hector Bernardino**
 - Daisy Wiebe reported that QMEC is reviewing Ryan White service delivery standards in preparation for the upcoming Notice of Funding Opportunity.

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

J. Planning: Brittany Henry- No report.

K. Housing: Miguel Vazquez & Andres Correa: - No report.

L. Ad-Hoc Bylaws: Kim Rommell Enright

- Educational moment on CARE Council bylaws was tabled until next meeting.

IX. Old Business:

- Integrated Plan: - CARE Council Participation- Geneve Simeus
- Selection of Patient Care representative and alternate for FCPN 2026

A. Members were reminded that the final concurrence meeting is scheduled for June 22, 2026, Plan includes:

- Executive Summary
- Community Engagement
- Data Interpretation
- Situational Analysis
- Work Plan
- Implementation
- Concurrence Letter
- CARE Council members will vote on the final plan before submission.

B. Selection of Patient Care Representative and Alternate for FCPN 2026

- Rob Scott explained the purpose and responsibilities of the Florida Comprehensive Planning Network (FCPN).

• FCPN Overview

- FCPN is a statewide advisory body that provides input and recommendations on HIV-related programs and services in Florida.
- It allows local Ryan White and HIV planning representatives to share concerns, best practices, and recommendations at the state level.
- Members help ensure that the needs of people living with HIV are represented throughout Florida.

• Representative Responsibilities

- Attend **two in-person meetings per year** in Tampa.
- Participate in **monthly virtual subcommittee meetings**.
- Review and discuss statewide HIV service delivery issues.
- Provide feedback and recommendations to state leadership and planning bodies.
- Share information from FCPN meetings with the Palm Beach County HIV Care Council.
- Bring local concerns and priorities from Palm Beach County to the state advisory discussions.

Selection Process

- The Care Council selected one **Representative** and one **Alternate** through a secret ballot vote.

Motion to conduct selection by secret ballot.

- Rosie Hayes – First
- Brittany Henry – Second
- Motion Carries

Voting Results

- Denise Brown – 7 votes (Representative)
- Annette Dunn – 5 votes (Alternate)
- Cecil Smith – 4 votes

Selected Representatives

- Denise Brown – FCPN Representative
- Annette Dunn – FCPN Alternate
- Dr. Casey Messer will prepare letters of nomination.

Next Steps

- Denise Brown must apply online for the FCPN 2026 Representative position.
- Denise must upload her resume and nomination letter from Dr. Messer as part of the application process.

X. New Business:

A. CARE Council and Executive Work Plan 2026-2027 for ratification.

- Tabled until next meeting pending completion of final work plan components.

B. Board of County Commissioners' Feedback Request

- Members discussed providing feedback to the Palm Beach County Board of County Commissioners regarding CARE Council effectiveness.
- Members were asked to email responses to Neeta by 2:00 PM the following day.

C. Purchase of Microphones

- Motion to purchase microphones using CARE Council funds.
- Rosie Hayes – First
- Annette Dunn – Second
- Motion Carries

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

XI. Public Comments: None

XII. Educational Moment: PBC HIV CARE Council Bylaws

- Educational Moment regarding CARE Council Bylaws was tabled until the next meeting.

Motion to table Educational Moment until next meeting.

- Kristen Harrington – First
- Dr. Berthline Isma – Second
- Motion Carries

XIII. Announcements:

- Due to no business to conduct May 28th P&A meeting is cancelled and reschedule for June 4th, 2026
- Planning meetings will resume in person beginning in July 2026 .
- Members reminded of upcoming Integrated Plan concurrence meeting on June 22, 2026.

XIV. Adjournment: 7:20 PM.

***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.

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