

Palm Beach County HIV CARE Council
CARE Council Meeting
Monday, May 19, 2014
Minutes

Members Present

Marsharee Chronicle
Rosalyn Collins
Quinton Dames
Mitchell Durant
Kim Enright
Julie Graham
Don Hilliard
Mary Kannel
Glenn Krabec
Kelly Martes
Thomas McKissack
Larry Osband
Mary Jane Reynolds
Randy Rich
Shirley Samples
Cecil Smith

Members Absent

*Lavan Harper
*Melissa McGee
Vicki Tucci

Support Staff

Sam Freels
Leah Suarez

CARE Council Staff

Pat Cruzata

Grantee Staff

Anna Balla
Tammy Fields
Nadia Najarro
Shoshana Ringer
Mark White

Guests

James Agbodzakey
Psyche Doe
Elya Francisco

Denise St. Joy
Marie Presmy

Lilia Perez
Jeannette Tomici

*Denotes an excused absence

I. The CARE Council Meeting was called to order at 2:33p.m. by Chair, Mary Kannel, at the Mayme Fredrick 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 Larry Osband, **second** by Shirley Samples to accept excused absences. **Motion carried.**

- IV. **Motion** by Larry Osband, **second** by Shirley Samples to accept the May 19, 2014 CARE Council Meeting Agenda as amended. **Motion carried.**

Mitchell Durant stated for record; that there would no longer be separated standing reports/updates for ADAP Update, Patient Care & 4BNWK Report and Part B Report and the MAC Report—it will be consolidated into one report that Mitchell Durant would provide the updates/reports.

Effective as of May 19, 2014—the Health Department would provided two reports; Mitchell Durant will provided the committee with updates on the ADAP, Patient CARE & 4BNWK Report, Part B and Psyche Doe would provide the Surveillance Report.

- V. **Motion** by Larry Osband, **second** by Shirley Samples to accept the April 28, 2013 CARE Council Meeting Minutes as presented. **Motion carried.**

- VI. **Comments by the Chair:** The Chair announced and recognized Shirley Samples from Belle Glade; she was honored with an award from the Commissioners, City of Belle Glade on dealing with reducing crime in Belle Glade. The Chair thanked Shirley for her dedication and hard work.

- VII. **Public Comments:** There was none.

- VIII. **Educational Moment:** There was none.

- IX. **Annual Election:** The Chair stated that the annual election would get started; she announced if you are a committee member, but, not a CARE Council member you cannot be elected as an officer.

Sonja Holbrook announced the nominees for the Chair position; Mary Kannel and Don Hilliard. Don asked to withdraw his name from the chair position. The floor was opened for any other nominations. Tammy Fields reminded the committee members if there are no other nominations from the floor, a motion can be made from the floor to accept the nomination and election of Chair by acclamation and there is no need to fill-out the form; after discussion, **motion** by Larry Osband, **second** by Shirley Samples to accept Mary Kannel as the Chair. **Motion carried.** Mary Kannel thanked the committee.

Sonja announced the nominees for the Vice-Chair position: Glenn Krabec and Thomas McKissack. Thomas declined the vice chair position. The floor was opened for any other nominations. After no other nominations from the floor, **motion** by Larry Osband, **second** by Marsharee Chronicle to accept Glenn Krabec as the Vice Chair. **Motion carried.** Glenn Krabec thanked the committee.

Sonja announced the nominees for the Treasurer position: Don Hilliard and Larry Osband. Larry asked to withdraw his name due to other obligations. After no other nominations from the floor, **motion** by Shirley Samples, **second** by Randy Rich to accept Don Hilliard as the Treasurer. **Motion carried.** Don Hilliard thanked the committee.

Sonja announced the nominees for the Secretary position: Kim Enright, Glenn Krabec, Larry Osband and Vicki Tucci. Glenn Krabec and Larry Osband requested to have their name removed due to other obligations. The floor was opened for nominations. Tammy Fields reminded the committee members to print and sign their name legibly. As a reminder, there are no secret ballots. The ballots will become Public Record. Tammy Fields counted the ballots for the Secretary position and gave the results of election. As a result, congratulation to Kim Enright, she was elected as the Secretary for the CARE Council.

Congratulation to the CARE Council Officers

- Mary Kannel was elected as the Chair by acclamation
- Glenn Krabec was elected as Vice-Chair by acclamation
- Don Hilliard was re-elected as Treasurer by acclamation.
- Kim Enright was elected as the Secretary.

X. Standing Reports & Updates:

- A. **Legislative Update:** Vicki Tucci –there was none.
- B. **Health Care Reform:** Nadia Najarro gave a brief report on Health Care Reform, Mary Kannel asked Nadia to send a copy of the report to Secretary so that it could be email to the members.
- C. **CPP Updates:** Larry Osband gave an update; it was noted that the CPP next meeting would be held on June 16, 2014 –At the meeting the Health Council Southeast Florida would be presenting the Prevention Plan. Congratulation to Larry Osband, he is the new CPP Chair. Mitchell Durant suggested that Larry Osband or a staff person from the Health Council Southeast Florida to put together an educational moment on the prevention plan for the next committee meeting.
Tammy Fields stated that the Citizen Advisory Committee on Health and Human Services probably could provide an educational moment as well. Tammy would inform staff.
- D. **ADAP Update, Patient Care Update, Part B Report and 4BNWK Report:** Mitchell Durant gave a brief reports/updates, at the next meeting Mitchell would provide hard copies of each report.
- E. **Surveillance Report:** Psyche Doe provided the committee a copy of the Surveillance Report.
- F. **Medicaid Report:** Kelly Martes stated that she does not have a report— Kelly briefly explained the PAC Waiver process. Kelly suggested that members visit the website to get more information. Mitchell Durant suggested an educational moment on the PAC Waiver. Staff would contact the Clear Health Alliance Agency to make arrangements for an educational moment. A question from the committee was asked about the turnaround time for the referred PAC Waiver clients—Kelly was uncertain, she would get clarification and bring the information back to the committee. The committee agreed to have an educational moment from the Clear Health Alliance for June.
- G. **Part A Report:** Nadia Najarro reported that the GY14 Award is expected within the next few weeks.
- H. **Expenditure Report:** Mark White reported and gave updates on the Expenditure Report to the committee.
- I. **Membership Update:** Glenn Krabec stated that the Membership Committee updates are under new business.

XI. Unfinished Business and General Orders: There was none.

XII. New Business:

- A. Vote: Approval of Committee Recommendations
1. **Motion carried** to approve the Planning Committee Comprehensive Needs Assessment 2013-2016 as presented.
 2. **Motion carried** to approve the renewals of terms for Marsharee Chronicle and Julie Graham as presented.
 3. **Motion carried** to approve forwarding the following individuals for CARE Council Members for Charles Brooks and Elizabeth Robinson as presented.
 4. **Motion carried** to approve the Palm Beach County HIV CARE Council Policy 4 as presented.
 5. **Motion carried** to approve the Palm Beach County HIV CARE Council Policy 26 as presented.
 6. **Motion carried** to approve the Palm Beach County HIV CARE Council Bylaws—Article III CARE Council Members, in Section 5, Section 8 (A) and (B) and Section 9 as presented.

Glenn Krabec stated that the membership committee has notice that it could take up to eight months to recruit new members for CARE Council membership. He stated that the names are forward twice a year and the membership committee is recommending to forward new members up to four (4) times per year. The committee members agreed to the terms.

Tammy Fields suggested forwarding the name (s) when there is an opening or when it is necessary.

The floor was opened for discussion, after the discussion, **motion** by Larry Osband, **second** by Don Hilliard to forward names up to four (4) times a year. **Motion carried.**

XIII. Other Business: There was none.

XIV. Announcement:

- A. Don Hilliard announced that the first public forum was a success; he stated that the next public forum is scheduled for June 17, 2014 in Belle Glade.
- B. Thomas McKissack announced that the HOPWA received an increase of 5 million dollars.
- C. Mary Jane Reynolds announced that Community Awareness has three events planned. Randy Rich provided the committee with a list of the events.

- **1st Unitarian Universalist Congregation of the Palm Beaches**
635 Prosperity Farms Rd
North Palm Beach, FL 33408
When: Saturday, August 16, 2014
Time: 10:00a.m. to 3:00p.m.

- **Belle Glade Event (*The Loading Ramp*)**
500 SW Avenue C Place
Belle Glade, Fl 33430
When: Saturday, September 20, 2014
Time: 10:00a.m. to 3:00p.m.
- **Metropolitan Community Church (MCC)**
4857 Northlake Blvd.
Palm Beach Gardens, Fl
When: Saturday, October 18, 2014
Time: 10:00a.m. to 3:00p.m.

Randy stated that the events at the 1st Unitarian Universalist Congregation of the Palm Beaches and the Metropolitan Community Church (MCC) are free of charge.

- XV. Adjournment:** With no further business, the CARE Council Meeting was adjourned at 4:02 p.m. at the Mayme Fredrick Building, 1440 Martin Luther Blvd., Riviera Beach, FL.

Approved as presented 6/30/14--pc