

Palm Beach County HIV CARE Council
CARE Council Meeting
Monday, October 27, 2014
Minutes

Members Present

Marsharee Chronicle
Mitchell Durant
Kim Enright
Don Hilliard
Mary Kannel
Glenn Krabec
Kelly Martes
Thomas McKissack
Larry Osband
Lilia Perez
Randy Rich
Cecil Smith
Denise St. Joy
Vicki Tucci
Martes White

Members Absent

Charles Brooks
Rosalyn Collins
Quinton Dames
Lavan Harper
*Mary Jane Reynolds
Elizabeth Robinson
*Shirley Samples
*Jeannette Tomici

Grantee Staff

Tammy Fields
Nadia Najarro
Anna Balla
Frank Frank
Tom Eaton

Support Staff

Sam Freels

Guests

James Agbodzacky
Elya Fransiscus
Sam McNeal
Guillermo Sarria
John White

Yvette Bonnet
Nicole Frederick
Rik Pavlescak
Stephanie Thompson

Psyche Doe
Beatrice Manning
Marie Presmy
Alma Valle

*Denotes an excused absence

I. The CARE Council Meeting was called to order 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 Don Hilliard to accept excused absences for Mary Jane, Shirley Samples and Jeanette Tomici as presented. **Motion carried.**

- IV. **Motion** by Larry Osband, **second** by Kim Enright to accept the October 27, 2014 CARE Council Meeting Agenda as presented. **Motion carried.**
- V. Minutes were tabled until next the CARE Council meeting.
- VI. **Comments by the Chair:** The Chair stated that every year when it comes to the budget it becomes tense. She stated that the P & A committee had met and there are difficult and important decisions to make. She reminded the members that the goals are not our individual benefits, but to benefit the community that we served.
- VII. **Public Comments:** There was none.
- VIII. **Educational Moment:** Glenn Krabec, Robert's Rules: Glenn gave an excellent summary on the Robert's Rules to the committee. He explained the procedures that are listed on the agenda. Glenn pointed-out some important piece of information—acceptance of excused absences, the only reason for excused absences is medical. He added that comments from the public are the **only** time when the public can make their comments. For the standing reports, to wait until the presenters are completed with their reports, and then ask the questions. It was noted that anyone can make announcements; Glenn stated that the Chair will have the last word on the announcement. Glenn stated that the Robert's Rules prevents the Chair from changing the order of business, unless the committee votes on it.

The Chair reminded the committee members that each person is working on the same goals, and to address each other with respect.

- X. **Standing Reports & Updates:**
- A. **Health Care Reform:** Nadia Najarro gave a brief report.
- B. **Legislative Update:** Vicki Tucci—there were no updates.
- C. **CPP Updates:** Larry Osband announced that the next CPP meeting is scheduled for November 6, 2014 at 10:30am at 800 Clematis St, W Palm Beach. It was noted that a special thank you goes out to the Town of Hypoluxo for being the first city in Palm Beach County to issue a 2014 World's AIDS Day Proclamation.
- D. **Part B Report: Patient Care Update and 4BNWK Report:** Mitchell Durant briefly explained the reports—he provided a form and he pointed-out some important details about the FPL guidelines for the clients.
- E. **Surveillance Report:** Psyche Doe emailed a copy of the Surveillance Report to the secretary; it was noted if you have any questions, please contact her at (561) 355-4713.
- F. **Medicaid Report:** Kelly Martes—there were no updates, the Chair asked the members if anyone had any questions about Medicaid, there were no questions.
- G. **Part A Report:** Nadia Najarro gave a brief update to the committee, it was noted that the RFP is upcoming and it is on track.
- H. **Expenditure Report:** Frank Frank introduced himself and explained his experiences to the committee. Tom Eaton gave an overview on the Expenditure Report, he pointed-out that they are working with agencies with the new reimbursement method.
- I. **Membership Update:** Kim Enright: There was no report. It was noted that the next membership committee meeting is scheduled for the 3rd Thursday in November.

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

XII. New Business:

A. Vote: Approval of Committee Recommendations

1. **Motion carried** to approve the Priorities and Allocations Committee motion to approve the Ryan White Program providing coverage for wrap-around services (medical co-pays & deductible and non-formulary drug coverage co-pay)
2. **Motion carried as amended** to approve the Priorities and Allocations Committee recommends the approval of give the Grantee the authority to all sweeps necessary through the remainder of the year; the County has the authority to perform the sweeps without bringing it back to the committee.
3. **Motion carried** to approve the Priorities and Allocations Committee to approve to renew ADAP MOA the same as last year.
4. The Priorities and Allocations Committee recommends to adjust 2015 Level Funding Budget that line item # 9- Health Insurance Continuation. Nadia stated that the Health Insurance Continuation would probably increase and she presented the circumstances. Nadia stated that Geoff proposed to increase the Health Insurance Continuation by \$500,000 by moving \$75,000 out of Specialty Outpatient Medical Care and \$52,006 out of the Food Bank/Home Delivered Meals as presented.

It was unclear if a quorum was presented. It was recommended to do hand votes.

Marsharee-Yes, Mitchell-No, Kim-Yes, Don-No, Mary-Yes, Glenn-Yes, Kelly-Yes, Thomas-No, Larry-No, Lilia-No, Randy-No, Cecil-No, Denise- No, Vicki-Yes and Martes-No. 5- Yes-7 –No and 3 Abstained

- Lilia Perez abstained because of the Foundcare Food Services Category and her relationship with Foundcare, and the law requires that it is stated in the minutes.
- Marsharee Chronicle abstained because of Compass Food Service Category and her relationship with Compass, and the law requires that it is stated in the minutes.
- Martes White (Tony) abstained because of Compass Food Service Category and her relationship with Compass, and the law requires that it is stated in the minutes.

Tammy Fields had to call her office to see how many members were on the CARE Council. Tammy informed the committee that there are 24 members—according to the roll call roster, there was not a quorum, Tammy reminded the committee that is a quorum shall consist of fifty-percent plus one of the CARE Council members. After discussion reopened, the Health Insurance Continuation was tabled. There will be an emergency CARE Council meeting for November 12, 2014 @2:30pm.

Tammy clarified the Robert's Rules, she stated when dealing with Robert's Rules it is slightly modified for government purposes—for example; the traditional government rules, the Chair does not vote. Tammy stated that at this committee every person appointed is accountable for their vote, therefore the *Chair* can vote. Tammy stated that “yes”; the committee follows Robert's Rules, but must comply with the Sunshine Laws and local government rules, there are slight variables.

5. The Priorities and Allocations Committee recommends the approval of Health Insurance Continuation support to be capped at \$5,000 per client. **Motion did not pass.**

The CARE Council recommended for the Planning, Joint Support & Medical Services Committees to form an emergency workgroup to meet on Thursday, October 30, 2014 @ 8:00a.m. to discuss the Health Insurance Continuation a cap for the clients the chair asked for volunteers. The workgroup would be consist of , Vicki Tucci, Marsharee Chronicle, Larry Osband, Rik Pavlescak, and Marie Presmy.

6. The Planning Committee recommends the approval for creating a Local Pharmacy Ad Hoc Committee.

Marsharee stated that Glenn explained the difference between ad hoc and workgroup committees, following his explanation, there was no need to request approval for creating a local pharmacy ad hoc committee.

The Planning committee will create an ad hoc committee to work on the pharmacy needs, Marsharee asked for volunteers.

XIII. Other Business: There were none.

XIV. Announcement:

1. The Chair announced that the World's Aid Day is approaching soon.
2. The Chair announced that the Potluck Luncheon is approaching soon and she asked for ideas, and dates. Glenn reminded the committee that a committee meeting is required with the Potluck Luncheon.
3. Glenn Krabec announced that the Smart Ride is scheduled for November 13-14, 2014; it is a 2-day bike ride from Miami to Key West. Rik Pavlescak stated that the donations are raise to fight against HIV/AIDS. Rik stated that the minimum fundraising is \$1,250—in the past, SMART Ride has raised millions.

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

Approved as amended 11/12/14 pc