

**Palm Beach County HIV CARE Council**  
**CARE Council Meeting**  
*Monday, May 23, 2011*  
*Minutes*

**Members Present**

Rafael Abadia  
Cindy Barnes  
Rosalyn Collins  
Kim Enright  
Don Hilliard  
Marlinda Jefferson  
Mary Kannel  
Glenn Krabec  
Larry Osband  
Mary Jane Reynolds  
Shirley Samples  
Cecil Smith  
Kenny Talbot

**Members Absent**

William Albury  
\*Bobbie Cleveland  
\*Jennifer Piva  
\*Lorenzo Robertson

**Patient Care**

Mitchell Durant

**CARE Council Staff**

Pat Adams

**Grantee Staff**

Sonja Holbrook  
Steve Misshula  
Sharon O'Neill  
Shoshana Ringer

**Lead Agency Staff**

Kim Bradley

**Guests**

Yolette Bonnet  
Marsharee Chronicle  
Nicole Leidesdorf  
Beatrice Manning

Sha'Wanda Manuel  
Melissa McGee  
Thomas McKissack  
Shantreirra Monroe

Rik Pavlescak  
Vicki Tucci  
Zakiyyah Williams

\*Denotes an excused absence

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- I. The CARE Council Meeting was called to order at 2:30pm 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** Rafael Abadia to accept excused absences. **Motion carried.**
  
- IV. **Motion** by Mary Kannel, **second** Don Hilliard by to accept the May 23, 2011 CARE Council Meeting Agenda as amended. **Motion carried.**

V. **Motion** by Larry Osband, **second** by Rafael Abadia to accept the January 31, 2011 CARE Council Meeting Minutes as presented. **Motion carried.**

VI. **Comments by the Chair:** Chair noted that Dr. Alonso, Director of Palm Beach County Health Department would not be giving an educational moment. Mary informed the board that Mitchell Durant was on a conference call and that DOH are facing budget cuts that will not affect the clients. Mary Kannel added that there would be changes. Riviera Beach Health Department is closing; HIV services will continue. Riviera Beach clinic will relocate to 45<sup>th</sup> Street. Homeless, Pediatric and Immunization will be moving to Lantana area. Mary added that Tuberculosis services would be located in Delray and Belle Glade; however, Tuberculosis took a huge budget-cut in services. Pharmacy is located at 45<sup>th</sup> street, in West Palm Beach. The dental services will not be moving for a year. Riviera Beach dental clinic is extremely busy. Mary added with all the changes, there would be longer wait line and staff reduction.

Rik Pavlescak, CAP announced that case managers' shifts this summer might result in reassigning clients. More case managers loads are higher about 70 caseload—lost positions are in forecast—may have to implement waiting list again.

VII. **Standing Reports & Updates:**

A. **Committee Chair Announcement:** Mary Kannel: There was none.

B. **Legislative Update:** Vicki Tucci informed the committee about the important updates with Social Security.

C. **Minority AIDS Coordinator Report:** Lorenzo Robertson was not present to do an update.

D. **CPP Update:** Larry Osband: It was discussed.

E. **Patient Care & 4BNWK Report:** A briefed discussion on behalf of Chris English.

F. **Patient Care Update including ADAP:** Mitchell Durant gave a brief summary of the expenses for patient care funding and network.

G. **Part A Report:** Sonja Holbrook: The documents were reviewed.

Sonja Holbrook welcomes Sharon O'Neill, Grant Compliance Specialist to Ryan White Part A as part of the team.

Sonja Holbrook announced that Thomas McKissack re-appointment should be in the next month.

H. **Part A Quality Management Report Client Satisfaction:** Shoshana Ringer: It was discussed.

I. **Part B Report:** Kim Bradley presented and explained Part B spreadsheet.

J. **Membership Update:** Kim Enright presented the Demographic spreadsheet.

K. **Homeless Report:** Cecil Smith gave a brief overview of the homeless situation.

VIII. **Unfinished Business and General Orders:** There was none.

IX. **New Business:**

A. **Vote: Approval of Committee Recommendations**

1. **Committee Recommendation on Re-vote** (please see attached).

2. **Committee Recommendations:** All motions carried as presented and /or

amended. (Please see attached list)

3. **Bylaws Committee:** Rafael Abadia to Chair the Bylaws Committee

**B. Annual Elections:** Mary Kannel, Chair reminded voting members that there are no secret ballots and they must sign their name legibly. The ballots will become Public Records; Election results are as follows.

**2011 Officer Elections:**

1. Mary Kannel was re-elected as Chair of the CARE Council.
2. Rafael Abadia was elected as Vice-Chair of the CARE Council.
3. Glenn Krabec was elected as Treasurer of the CARE Council.
4. Kim Rommel-Enright was re-elected as Secretary of the CARE Council.

**C. Recommendation to Priorities and Allocations Committee**

The committee suggestion was to follow Priorities and Allocations Work Plan and to continue in that direction dealing with the sweeps.

**X. Other Business:**

A. **Announcement:** Rik Pavlescak announced the Smart Ride cyclists' event that will start in November 2011 to raise money for services. For further information, please visit The Smart Ride website @ [www.thesmartride.org](http://www.thesmartride.org).

**XI. Adjournment:** With no further business, the CARE Council Meeting was adjourned at 4:40 pm at the Mayme Fredrick Building, 1440 Martin Luther Blvd., Riviera Beach, FL.

## Committee Recommendations Approved

May 23, 2011

### Approval of Committee Recommendations on the three (3) RE-votes:

1. **Motion carried** to approve the Priorities and Allocation proposed budget for Level Funding for GY11 as presented.
2. **Motion carried** to approve the Priorities and Allocations Medical Case management breakout of subcategories for Treatment Adherence and Peer Mentor Program & the MAI proposed budget as presented.
3. **Motion carried** to approve the Planning Draft Needs Assessment 11-14 as presented.

\*It was decided by Kim Enright to send Membership motion back to committee, to revisit the verbiage change in Policy 10.

### Approval of Committee Recommendations:

1. **Motion carried** to approve the Quality Management recommends the CARE Council approve the AETC Standard of CARE as presented.
2. **Motion carried** to approve the Quality Management recommends the CARE Council approve the Grantee Assessment as presented.
3. **Motion carried** to approve the Membership Committee recommends forwarding the following individuals for CARE Council Membership: Juny TeTevi (seat #5/7), Vicki Tucci (seat # 21/32), and Richard Fierabend (seat #15/19) as amended.

\*Left hand side is the sequence number/ right hand side is the seat number

4. **Motion carried** to approve the Membership Committee recommends the CARE Council approve to change the numbering on the inventory seats from 1 thru 33 as presented. "It will re-visit when more funding is available".

\*An Ad Hoc By-Laws Committee was formed to revisit the bylaws.

**All recommendations approved as presented.**