

**Palm Beach County HIV CARE Council**  
**CARE Council Meeting**  
*Monday, May 20, 2019*

**Minutes**

**Members Present**

Ashnika Ali  
Lilia Perez  
Kim Enright  
Lysette Perez  
Chris Dowden  
Thomas McKissack  
Quinton Dames  
Cecil Smith  
Felisha Douglas  
Rob Scott  
Keisha Jackson  
Eileen Perry  
Glenn Krabec  
Kathlyn Belizaire  
Vickie Rossy  
Mark White

**Members Absent**

\*Kristina Rowe  
\*Mary Jane Reynolds  
Whitney Davis  
Dale Smith  
Kristen Harrington  
Latonia cox

**Guests**

Denise Brown  
Henrietta Johnson  
Mary Kannel  
Quasia Cowan  
Carlton Rounds  
Damion Baker

**Grantee Staff**

Anna Balla  
Shoshana Ringer  
Helen Hvizd  
Jorge Batista  
Doris Davis  
Shirley Lanier  
Tammy Martinez  
Gillian Moxey  
Casey Messer  
Thomas Eaton

\*Denotes an excused absence

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I. The CARE Council Meeting was called to order at 6:00p.m. by the Chair, Chris Dowden at the Vista Center. 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 Cecil Smith, **second** by Mark White to accept the excused absence of Kristina Rowe and Mary Jane Reynolds for May 20, 2019 and Glenn Krabec for the March 25, 2019 and April 20, 2019 CARE Council meetings. **Motion carried.**

IV. **Motion** by Glenn Krabec, **second** by Lysette Perez to approve the May 20, 2019 CARE Council Meeting Agenda as amended. **Motion carried.**  
Mentorship within meetings discussion was added as other business and the Bylaws Ad hoc recommendation was tabled.

V. The acceptance of the April 29, 2019 CARE Council Meeting Minutes is tabled until the next meeting. Staff will bring to next meeting.

VI. **Comments by the Chair:** The Chair stated that it has been an absolute pleasure serving as chair. He stated that what we have learned this year is that we have to constantly reevaluating the way we conduct business and the way we reach out to the community. We've had several discussions on lack of membership and lack of engagement with the community. We're taking measures to resolve that, we've had several new members come on board, and we're voting on some more today. But, it's obvious that the way we communicate as a society has changed and with that, we have to change how we communicate with who we want to be a part of this. We need to be constantly looking at the available information. We're very blessed now; we have a strong program manager for Ryan White, someone who's able to collect data, interpret data, and provide it in a usable way for us to take that quantitative side and balance with qualitative side, with that human side. While neither one is more important, it's important that we look at both. He encourage that the leadership that's elected today, take that in consideration and that they constantly look for new ways or ways that we can improve the quality of our program. And, not just conduct business because that's the way we've always did it, we always need to be willing to change and we always need to be looking for new to reach out and ways to improve. It has been an absolute pleasure and thank you for the opportunity.

VII. **Public Comments.**

Henrietta Johnson expressed her interest in restoring her relationship with the Council as a representative from the Glades community. She said that they are excited in the Glades to be a part of the Community Awareness Committee. The meeting last week excited them. She said that they are a part of Palm Beach County and want to be active members of these Committees. Cecil Smith stated that he was very impressed with the number of people out there that came to the meeting to express how much they need that activity out there in the Glades. He said that it is obvious to him that we're doing something worthwhile and having an impact on people lives. Not just over her on the coastal side and not just that arear being considered Palm Beach County's stepchild, we're all in Palm Beach County.

Denise Brown said thanks for the turnout in Belle Glade, it was wonderful, and a she really appreciation the way each member acted up about what they wanted and accomplished the goal that was set.

The chair commented that it was an interesting meeting. He commended Mary Jane for keeping everybody together in a rowdy room. Incidence data from the County was presented. He said we look at the population data from different zip codes, an events calendar (how much stuff happening out there vs. eastern side of the county), opportunities to get into care and to get educated over there vs. the eastern side of the county. And, at the end of the meeting, we made a decision that was founded in information and not just on what we felt like. It was founded on objective information that he is confident in. He thanked everybody that was there that day.

**VIII. Educational Moment:** There was no education moment.

**IX. Annual Election:**

- A. There was open nominations for each position.
- B. Nominees introduced themselves.
- C. CARE Council Chair – Christopher Dowden  
Vice Chair – Kimberly Rommel-Enright  
Treasurer – Glenn Krabec  
Secretary – Eileen Perry

**X. Standing Reports & Updates:**

- A. Legislative:** None.
- B. CPP Updates:** Rob Scott reported that the next CPP meeting will be July 12 at Compass @ 9:00am.
- C. Part B Report: Patient Care & 4BNWK Report:** Rob Scott stated there is no narrative report, but provided the Part B expense report. The total spent percentage should be 100% instead of 100.93% as they were not overspent.
- D. HOPWA:** Mark White reported they received their final funding from HUD and got a \$14,000 cut from last year; the current grant is roughly \$3.2 million. They are getting ready to start the city's annual action plan process next month for the new grant year, which starts October 1. The information will be on their website ([wpb.org/housing](http://wpb.org/housing)) starting mid-June.
- E. C.A.G. Report:** Denise Brown reported that CAG has changed the name to CHAG, Community HIV Action Group. She gave a brief update on what's happening locally and nationally.
- F. Part A:** Dr. Casey Messer reported that he attended the Florida PCPG meeting in Tampa. He reported that the state HOPWA program have been unable to expend their full award of dollars for the past year and because of that for one year only the state HOPWA program has extended additional dollars to be used in six metro areas within the state of Florida, including Ft. Lauderdale, Jacksonville, Miami, Orlando, Tampa, and West Palm Beach. The total authority for HOPWA dollars to be shared among those six entities is \$4.7 million. There is a caveat to that money, because it is carryover dollars that was unobligated in the previous year that money must be expended in the next twelve months and that money is not guaranteed to be supplied after this year. Therefore, that money must be spent on short-term assistance. It cannot be used on tenant based residential assistance but, it can be spent on short-term rental, mortgage, and utilities or permanent housing placement which is a category that does provide first and last month rent and security deposits and for utilities.  
  
He reported that there was a discussion about redrawing public health areas in the state of Florida. Palm Beach County is its own public health entity, Area 9. There were plans proposed that would change where Palm Beach County fits with other jurisdictions that no longer isolates Palm Beach County in its own public health region and folds in additional

counties into our public health catchment area. One proposal folded in three counties north of us to be included with Palm Beach County and another proposal folded in some counties to the west of us all the way to the gulf shore. Neither of those proposals was very well received and accepted by the planning group. There is ongoing discussion. That might mean some changes for individuals that are receiving some services in our area from a Part B standpoint or a HOPWA standpoint, but not Part A. He will give updates on any changes. In ADAP conversations from a cost containment perspective the state was proposing to have some way to control access to medications using a tier system in their formulary. If there is a tier system instituted, HIV medications, ARVs would never be a part of that conversation because all access to ARVs must be part of the formulary from ADAP perspective. It would only affect medications like chronic conditions medication, hypertension, hyperlipidemia, cholesterol, diabetes medications... Again, it was not well received.

Dr. Messer provided two handouts to assist in a discussion of the RW part A Planning Cycle. He informed the council of the correct terminology, HRSA is the grantee, the county is the recipient, and the providers are sub-recipients.

The provided The Annotated Flow Chart of the Annual RWHAP Part A Planning Cycle shows the flow of required tasks and responsible parties throughout the year.

The Annual Planning Cycle Chart with supporting information like key due dates was provided to assist the Council in getting started with the planning.

It was said that this planning is a task of the Executive Committee. An Executive Committee is scheduled for June 13, 2013 @ 3:30pm.

- G. Expenditure Report:** Thomas Eaton provided the GY18 Reimbursement Expenditure Report. He stated that this is the final spending report for GY18. We are looking at \$213,064 left over balance and about \$75,000 in admin funds. We will be requesting about \$300,000 in carryover. We will have a P & A meeting in July to review spending for March, April, and May. Core/support percentages were 77/23. For this year, they are utilizing Provide for reimbursements that would help speed up the process.
- H. LGBTQ:** Kim Enright reported that the LGBTQ did not meet this month. They are still waiting for translations for the LGBTQ survey.
- I. LPAP:** Glenn Krabec reported that LPAP is meeting tomorrow.
- J. Membership:** Motions are on the agenda.
- K. P & A:** None.
- L. QMEC:** Lilia Perez report that they are working on QI projects. Dr. Marlinda Jefferson is working with agencies providing TA on a QI project to achieve viral suppression for case managed clients.

The CARE Council Chair requested that standing reports have written components (bullet points) to be submitted to Neeta prior to the meeting.

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

**XII. New Business:**

**A. Vote: Approval of Committee Recommendations (Documents are on the table)**

1. Bylaws Ad hoc recommendation –tabled.

**B. Membership Committee approvals by consensus**

1. The Membership Committee approved by consensus to forward Hector Bernardino to the CARE Council for approval for membership on the CARE Council. **Motion** by Kim Enright, **second** by Felisha Douglas to approve Hector Bernardino for membership on the CARE Council. **Motion carried.**
2. The Membership Committee approved by consensus to forward Carlton Rounds to the CARE Council for approval for membership on the CARE Council. **Motion** by Kim Enright, **second** by Vickie Rossy to approve Carlton Rounds for membership on the CARE Council. **Motion carried.**
3. The Membership Committee approved by consensus to forward Paul Lisker to the CARE Council for approval for membership on the CARE Council. **Motion** by Kim Enright, **second** by Thomas McKissack to approve Paul Lisker for membership on the CARE Council. **Motion carried.**

**XIII. Other Business:**

- A. Mentorship within Meetings – tabled.

**XIV. Announcements:**

Communitywide Health and Wellness in October in Belle Glade.

Long-term Survivor HIV and Aging Seminar on June 1 at 9:00am – 3:30pm at Compass.

Long-term Survivor panel discussion at Compass on June 5.

**XV. Adjournment:** With no further business, the CARE Council Meeting adjourned at 7:56p.m. at the Vista Center, 2300 N Jog Road, West Palm Beach, FL 33411.

Approved as presented 06/24/2019.sw