

Palm Beach County HIV CARE Council Meeting

Monday, April 26th @ 2:00PM-4:25:29PM

Minutes

Members Present

Ashnika Al
Chris Dowden
Christopher Bish'
Eileen Perry – Secretary

Hector Bernardino
Kimberly Rommel-Enright – Chair
Lilia Perez
'Lysette Perez
Thomas McKissack
Kenny Talbot –Treasurer
Kristen Harrington
Tyrina Pinkney

Members absent

Cecil Smith
Dale Smith
Damion Baker
Felisha Douglas-Bowman
-Vice Chair
Glenn Krabec
Kristina Rowe
Mary Jane Reynolds
'Richardo Jackson
Karen Gipson

Guests

Anne Costello – Health Council
'Ashaki Sypher' – Family First
Julie Seaver - Compass

Lisa Chang - FDOH
Jeff Dowden– Midway
Denise Brown -FDOH
Tonya Matthews - FDOH
Samuel Keon - FDOH
Karla Drummond - AHF
Jill Rubin -FDOH
Roslyn Jacobin - FoundCare

CARE Council Staff Present

James Green

CARE Council Staff Absent

Neeta Mahani

Grantee Staff Present

Shoshana Ringer
Maria Corona
Helene Hvizd
Thomas Eaton
Sean Conklin
Dr. Casey Messer

Grantee Staff Absent

Shirley Lanier
Juliane Tran
Dr. Daisy Wiebe
Rosa Corona
Anna Balla

- I. **The Palm Beach County HIV CARE Council Meeting was CALLED TO ORDER at 2:00 PM by the Chair, Kimberly Rommel-Enright.** CARE Council Staff member and Director of the Community Service Department, James Green, took Roll Call. Guests were introduced.

- II. **A Moment of Reflection** – Kenny Talbot shared that Neeta Mahani, Coordinator of the PBC HIV CARE Council, is leaving for India today because one of her family members has COVID. He said that it is a very dangerous situation for her and he asked that we keep her in our prayers.

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 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. Excused absences: NONE.

IV. Acceptance of the April 26, 2021 CARE Council Meeting Agenda:

The Chair, Kim Enright, asked if there was a Motion for the April 26, 2021 CARE Council Meeting Agenda.

Kenny Talbot interrupted to request that we allow Hannah Bart, who is scheduled to do the Educational Moment, to speak ASAP, as she can only be here until 2:30 PM. He recommended that we allow her to speak directly after the Acceptance of the Agenda.

Secondarily, Kenny noted that this is an add-on to the CARE Council budget.

The Chair noted that the add-on (PBC HIV CC GY-21 budget approval) is listed under New Business.

James Green asked if there was a quorum.

The Chair confirmed that there was a quorum.

The Chair stated that under New Business we need to add Ratification of Executive Committee approved GY Budget 2021, which is not to be confused with the CARE Council Budget.

‘Lysette Perez recommended that we add the Ratification of New Chair Appointments for the QMEC Committee and the Planning Committee under Old Business, Item A, Ratification of Chair’s Appointment for Treasurer.

Helene Hvizd called attention to procedural rules, noting that she believes the Chair has the authority to appoint heads of the Committee, but wondered if the Chair has the authority to appoint an officer. She stated that she would look up the rule.

Chris Dowden stated that Article 4, Section 6 states that *‘In the event the office of Vice Chair or Secretary becomes vacant, the Chair will nominate at least one member of the CARE Council to fill the before office and an election will **held in June 2021***

The Chair stated that if that was the case she supposed that Item A under Old Business should be the Election of Appointment for Treasurer.

Helene Hvizd stated that she believes the process for an election should involve notification so that nominations for the position can be accepted, as well.

James Green interjected that it sounds like the Chair can appoint now, then have an election later.

Helene Hvizd stated that she's fairly certain it's a nomination process, and recommended that as long as there are no objections, we could take a moment aside from the current nomination to open up the floor to any other nominations, and if at that point there's only one candidate, we can have a voice vote, and do not need to have anything in writing.

The Chair announced that under Old Business, A would be changed to Election of the Treasurer, Ratification of the Chairs for QMEC and Planning. She stated that under New Business B, we would add Ratification of Executive Committee Approved Budget for CARE Council GY-21.

The Chair asked if there was anything else. There being nothing further she moved to have a Motion.

There was a **Motion** by Kenny Talbot to accept the Amendment to the Agenda, **seconded** by Lysette Perez. **The Motion Carried.**

- V. Request to Move Out of Order:** The Chair stated that she had a request to move an item out of order because we have a time limitation for the Educational Moment by Hannah Bart.

Hannah Bartz, the MPH Candidate with the Ryan White Program, introduced herself, presented an overview of 'Food Bank and Possible Nutritional Guidance,' the nutrition project she, and Dr. Daisy Wiebe are conducting via the Ryan White Program.

Ms. Bartz stated that she and Dr. Wiebe have been working on the project for the past several months, and that her plan was to create an informational guide on nutrition for Ryan White clients in PBC. She stated that the project applied cultural values, practices, systems thinking, and affordability, while addressing the unique challenges of HIV and nutrition and co-morbid disease risks and conditions.

Ms. Bartz further added that the project was challenging because there is not a lot of research showing how HIV and nutrition affects each other. However, she said, because it is known that certain health conditions—like obesity, heart disease, Type 2 diabetes, and inflammation—impact clients who are HIV+, she wanted to create a nutritional diet aimed at preventing those ailments.

Ms. Bartz stated that ultimately she created two nutrition brochures that would aid Ryan White clients to eat healthily and shop affordably. The brochures outline foods that support good health, and list the locations of supermarkets and green markets throughout PBC, along with their affordability. She also spoke about encouraging the growth of urban community green markets and the use of the multi-purpose herbal planted Maringa, which offers great nutritional support.

The Chair thanked Hannah Bart, commended her on her work, and asked if there were any questions.

A Committee member asked how we could find the brochure.

Dr. Casey Messer answered that we create the brochure and if we/the Committee believes it's beneficial we can provide it to some recipients or to anyone who's interested in receiving it.

The Chair stated that she believes that it is a good idea to do so.

Dr. Messer stated that we would add it to our website as a resource and distribute it to all our sub-recipients.

The Chair asked if there were any other questions and thanked Ms. Bart once again for joining us.

Ms. Bartz thanked the Committee for allowing her to make her presentation early.

VI. Acceptance of the January 25, February 22, and March 26 2021 CARE Council Meeting Minutes.

The Chair stated that next on the agenda is our acceptance of three sets of Meeting Minutes: January 25, February 22, and March 26 or 29th. She asked everyone to review the minutes, and then noted that a page of the March minutes was missing.

Chris Dowden concurred that it appears that there is at least one page missing from the March Minutes, because he recalled that Kim had nominated Kenny Talbot as Treasurer at that meeting, and noted that he did not see that recorded in the Minutes.

James Green asked if we could pull up the March Minutes or take each of the Minutes in order and then pull up the March Minutes.

Dr. Messer agreed that we should pull them up. After reviewing the Minutes Dr. Messer noted that the pages had been printed double-sided, so, in fact, there were not any missing pages. He noted, however, that there was an issue that had been discussed at the January meeting that he did not see covered in the Minutes.

A correction was made to the Meeting Minutes, which had erroneously listed Neeta Mahani as the Chair.

The correction replaced Neeta Mahani name with that of Kim Enright's, the actual Chair.

The Chair stated that she has not had a chance to review the Minutes, but at a quick glance, she sees that a few things need to be cleaned up. She noted the following:

- Under New Business, Letter C: CARE Council Treasure Position should be Treasurer, and it should be The Chair nominated Kenny Talbot for the position of Treasurer.
- Letter D – Should be changed from Approve to Approval of two Leave of Absence Requests. Further, she stated, the persons requesting Leave are not identified and that needs to happen.

- A Committee member recalled that Eileen Perry and Mary Jane Reynolds requested the absences and the change be made.
- Under *Xii. Standing Report, Letter C: Part B Report*, the Chair wanted clarity. She stated that she did not understand what the statement meant: *'everyone has to be submitted from April to March 31st.'* Thomas McKissack asked if Part P has a penalty not to spend any funds. Dr. Messer as dollars are shifted in two categories. Part has a different category, so these categories are a component of HIV. Please have Part A & Part B in a data presentation.'

The Chair stated that she thinks the paragraph was supposed to say the following: *'Thomas McKissack asked if Part B has a penalty if the funds are unspent.'* The change was made. The paragraph was further amended to say the following: *'Dr. Messer asked if dollars are shifted in two categories, Part B has a different category, so these categories are a component of HIV. Please have Part A & Part B in the annual data presentation.'*

The Chair asked to table all three sets of Minutes until the next meeting, so she could review them further, as she believes further corrections may be needed.

Dr. Casey Messer asked if she just wanted to table January's Minutes, but the Chair said that she'd like to table all three.

There was a **Motion** by Dr. Messer to Table the Minutes until next meeting; Kenny Talbot seconded it. The **Motion Carried.**

VII. Comments by the Chair:

The Chair stated that the Committee has a lot of important work to do today, so she requested that Committee members remain focused and patient as we try to get through the agenda.

The Chair thanked the County for modifying the quorum requirements. She stated that because of this change, moving forward we should be able to meet quorum requirements to do the work that's needed.

Secondarily, the Chair requested that everyone respect staff and one another, and show patience and kindness in how we deal with one another.

VIII. Public Comments: NONE.

IX. Unfinished Business and General Orders: NONE.

X. Old Business.

A. Ratification of the Appointment of Treasurer:

- The Chair noted that, as Chris Dowden had noted earlier, at the January Meeting, she and he had

nominated Kenny Talbot as Treasurer, which, if passed would make him the Chair of Priorities and Allocations.

- The Chair opened up the floor for any other nominations for the position of Treasurer.
- The Chair asked Helene Hvizd if, hearing no nominations, it was safe to take a voice vote on Kenny Talbot's nomination. Helene confirmed that it was.
- The Chair stated that Kenny Talbot's nomination as Treasurer of the CARE Council Committee and as Chair of the Priorities & Allocation Committee was on the floor.
- **A voice vote** was taken and the **Motion Carried**.

B. The Chair brought up the Ratification of Chairs for QMEC and Planning. She appointed Chris Dowden as Chair of QMEC and Kenny Talbot as Chair of Planning.

A **Motion** to ratify the appointment of Chris Dowden as Chair of QMEC was made by 'Lysette Perez, and **seconded** by Kenny Talbot. The **Motion Carried**.

A **Motion** to ratify the appointment of Kenny Talbot as Chair of the Planning Committee was made by 'Lysette Perez, and **seconded** by Chris Dowden.

The Chair asked if there was any discussion. Thomas McKissack jokingly asked if we weren't overworking Kenny. The **Motion Carried**.

C. Approval of two Leave of Absence Requests.

The Chair noted that we have a pending retroactive request for Eileen Perry (who is present and) for January-March.

A **Motion** to approve Eileen Perry's request was made Kenny Talbot; Chris Dowden seconded it. The **Motion Carried**. The Chair welcomed Eileen back.

The Chair noted that the other Leave of Absence request, also for January-March, was for Mary Jane Reynolds (who is absent).

A **Motion** to approve Mary Jane Reynold's request was made by Chris Down, and was **seconded** by Kenny Talbot. The **Motion Carried**.

Chris Dowden asked if we have any absences.

The Chair responded 'No. We didn't verify.' She asked if anyone from staff has a list of the Pending Members.

Dr. Casey Messer stated that we are going to need confirmation regarding the names. He added that Miguel Vasquez is the first name needing confirmation, and that Miguel is serving in our HOPWA seat; the second is Skyler King; and the 3rd is 'Ashaki Sypher'.

The Chair asked 'Ashiki Sypher' to introduce herself before the Committee votes.

Ashiki Sypher introduced herself and said that she is the Program Supervisor with SOFLO and Families First. She said she is excited to be a part of the Council.

The Chair said that is wonderful. She added that all three nominees were brought forth by the Membership Committee and approved by them, as well.

A **Motion** to accept Miguel Vasquez to the CARE Council was made by Chris Dowden, and **seconded** by Kenny Talbot. The **Motion Carried**. The Chair added that Miguel Vasquez's name would be forwarded to the Board of County Commissioners.

A **Motion** to accept Ashiki Sypher' for membership on the CARE Council was made by Kenny Talbot, and **seconded** by Chris Dowden. The Chair added that Ashiki Sypher name would be forwarded to the Board of County Commissioners.

A **Motion** to accept Skyler King for membership on the CARE Council was made by Chris Dowden and **seconded** by Kenny Talbot. The **Motion Carried** and the Chair added that Skyler's name would also be forwarded to the Board of County Commissioners.

XI. New Business:

A Committee member stated that he had informed Dr. Messer that he's going to have to resign his position on the CARE Council. He asked if he need to put that in writing.

The Chair said she was aware and that yes, the member needed to put it in writing, and that we will then handle it through membership.

A. PBC HIV CC GY-21 budget approval:

The Chair stated that under new business we have the PBC HIV CARE Council Budget Approval, which is the actual budget of funds that the CC has for outreach for food, meetings, travel, promotional materials, and things of that sort. She explained what the budget is for and how it stands currently, versus what we have spent in the past.

The Chair asked Dr. Casey Messer to fill us in on the Needs Assessment. She said that she doesn't know what happened with the community festival and that we'll need to specify CARE Council needs so that staff knows which lines to use when they have to make purchases.

Dr. Messer explained Needs Assessment.

The Chair stated that it sounds as though we have the ability to move some of the funds out of Needs Assessment for something else. She added that based on the By-laws Committee Meeting we need to move some funds into Member Travel, as funding for that needs to be increased.

The Chair opened up the issue for Controlled Discussion, while Dr. Messer looked up what an unidentified expenditure of \$638.61 was for.

Dr. Messer stated that the expenditure was for CARE Council recruitment flyers.

The Chair stated that said expenditure should be itemized under Outreach, and it was agreed to do so.

The Chair turned this portion of the meeting over to Chris Dowden to discuss what had happened at the Bylaws Meeting; as well as the issue of two chairs for Bylaws.

Chris Dowden explained what happened at the Bylaws Meeting the previous week. He said that the Committee has to create a policy for CARE Council Member Travel to conferences and other events. Chris stated that a member had requested expenses for travel and that the issue was before the committee.

A discussion ensued regarding the amount of funds that should be set aside for such travel.

A **Motion** was made by Chris Dowden to move \$2000 from Needs Assessment to CC Member Travel; Kenny Talbot seconded the motion.

The Chair stated that we have some discussion on that. She asked if that would be a total of \$3000 in Member Travel. She asked if there was any discussion about the amount.

Dr. Messer asked if this meant that Member Travel would increase to a total of \$3000.

The Chair said based on this motion 'Yes.' She asked if there were any questions, comments, or discussion. There being none, there was a vote. **The Motion Carried** and the Chair stated that we'd move \$2000 from Needs Assessment to CARE Council Member Travel, for a total of \$3000 in that column and \$8000 in Needs Assessment.

A member of the Committee asked a question and Dr. Messer responded, stating that the only component of this budget that is a requirement from HRSA's standpoint is completion of the Needs Assessment; everything else is Discretionary. Therefore, he stated, the budget is the CARE Council has to spend in any way that is helpful; there are no requirements around the budget from HRSA or the sub-recipients.

Kenny Talbot asked about other travel opportunities.

Dr. Messer expanded upon that issue, and the discussion continued regarding the Annual HRSA

Conference; food, travel expenses; Pride Market, promotion materials, etc.

The Chair made a **Motion** to create a separate line item in the budget for food and snacks and to move \$3000 out of the remaining \$8000 in Needs Assessment, leaving a balance of \$5000 in Needs Assessment; Chris Dowden **seconded** the motion. The **Motion Carried**.

The Chair asked if there is anything else that we need to address today regarding the CARE Council budget. She added that since it is a growing document she thinks its fine to leave it the way it is.

Kenny Talbot made a **Motion** that we accept the budget as amended. Chris Dowden **seconded**. The **Motion Carried**.

B. Ratification of the Executive Committee Budget for GY-21.

The Chair asked who would like to explain the EC Budget for GY-21.

Maria Corona provided the explanation. She stated that, at the front of the presentation, committee members would find the Revised GY-21 budget, and she then delved into a deeper explanation of the health insurance line and explained how we were able to fund health insurance by cutting each service category by 30% in Part A and by 14% in MAI. She then gave an extensive explanation of the budget breakdown.

The Chair explained that although we lost some funding, it isn't a bad thing. She explained that, in fact, our grant review is 99 out of 100 and that the issue is, thankfully, that the number of HIV+ people in PBC is going down, and since the formula for funding is based on the infection rate in PBC, we suffered a loss of funding because of that. Adding that we want to see the numbers go down so ultimately we won't be here, she again reiterated that we lost through no fault of our own/no wrongdoing, but because of a positive outcome.

Maria Corona agreed with the Chair's assessment. She said we did receive a lower award, but that it was not based on lack of performance, but on the reduced number of HIV+ clients overall. She asked if there were any questions. There being none, she explained the meaning of the items highlighted in red.

Maria Corona explained that in November, we had big enrollments for Health Insurance and that's why our health insurance numbers went up. She asked if there were any questions.

Denise Matthews-Brown asked about the funds in red and Maria further explained why we were able to move those amounts to the health insurance line, as there was no plan to provide services in those service categories.

Denise stated that as an advocate she thinks it is best to leave the funds where they were—in the service categories—as there may be agencies that might be able to use them in the future.

Maria explained that we could not leave the funds in those categories because they will be unspent as no agency had applied for that funding.

An extensive discussion occurred regarding the feasibility of leaving the funds untouched, as opposed to absorbing them into the health insurance line.

Dr. Messer explained why the funds were absorbed into the health insurance line and that a NOFO (Notice of Funding Opportunity) had been released back in the fall but that no agency had come forward requesting funding under the Home and Community-Based Service category. He added that one agency had provided the service last year, but had not come forward this year, and that the amount of funding in the line was so small (\$5000) that most agencies would probably be unwilling to expend the time and administrative effort to apply for it. He further explained that we accept applications once every 3-years.

Dr. Messer also explained that if CC wants to, we could release another NOFO for this category to try to attract another service provider.

The Chair opined that although the funds in red were absorbed into the health insurance category, it means that by having more money in health insurance, more individuals will have private health insurance, and many of the services that people need will be covered by that insurance and they won't have to be covered by Ryan White and the program under discussion.

An extensive discussion around this continued with Denise Matthews-Brown adding that she wants to acknowledge that sometimes certain health insurance policies do not fit the client's needs and that she thinks that it's important that our policies are for the client, especially since sometimes the health insurance packages fall short and the clients suffer.

The Chair said that's understood, and that although we can't control what the insurance companies do, if a member of CC would like to make a motion to leave the funds in those service categories and have us put another NOFO out there, that's an option.

Denise Matthews made a recommendation that moving forward we allocate more funding to that service category and try to find a provider who would be willing to apply for it.

The Chair stated that she does not know what the recipient's policy is or the recruiting agencies' and Dr. Messer explained how the application process works. He again reiterated that CC can re-issue a NOFO, but once again stated that he does not know that it will be very attractive to agencies.

Chris Downey noted that there was a question in the chat.

Jeff Dowden said he wasn't sure, if he is allowed to ask a question since he is not a member, but if he's being invited to, he will ask.

Chris Dowden stated that he thinks it is a question about a clarification of when ADAP pays and when it does not.

Dr. Messer asked if there was a rep from ADAP or FDOH who could provide an answer. No one was available so Dr. Messer explained what ADAP covers and how Ryan White fills the gap.

Thomas McKissack asked a question about cost to us/CC for each person enrolled in health insurance, and Dr. Messer explained that we are going to present a complete breakout of costs and expenditures in our data presentation later this year. The discussion continued regarding what Ryan White covers, the Federal Poverty Level (FPL), and how that affects coverage, and how CC is trying to ensure that regardless of income, HIV+ persons have health insurance.

Kenny Talbot stated that following up on Denise Matthews concerns, is there any way that agencies that are not a part of the program now can become a part of it.

Dr. Messer explained how the process of releasing a NOFO (Notice of Funding Opportunity) works.

At the conclusion of that discussion, the Chair stated that we have a Motion on the floor regarding the budget. She stated that we do not need it seconded, and asked if there was any other discussion.

Lysette Perez asked if it was correct that, 'Since we are voting on an entire budget we do not need to abstain?'

The Chair said yes; then asked Helene Hvizd to double-check. The Chair also asked if any of the sub-recipients have to abstain because of conflict, as long as we are voting on the entire budget.

Chris Dowden stated that that is correct, based on past rules/experience.

Dr. Messer clarified that there were no motions to amend or change monies to different service categories.

The Chair asked if anyone had any motions to amend the motion from the executive committee. There was none, so the Chair stated that the **Motion** is on the floor to accept GY-21's Allocation Budget based on the motion brought forward by the Executive Committee. **[No seconding was necessary.]**
The **Motion Carried.**

XII. Other Business:

The Chair said there was **NO** other business.

Shoshana Ringer asked about the change in the criteria for quorum that was made by the county.

The Chair explained that the Board of County of Commissioners changed the quorum criteria for all boards to 25% of in person membership.

XIII. Standing Reports:

A. **Legislative Updates:** The Chair added that she has NO legislative updates.

Chris Dowden stated that he does not have any updates but wanted to know if everyone is subscribed to FHAAN (Florida HIV/AIDS Advocacy Network).

The Chair stated that she does not know what that is and Chris explained that it is a newsletter with legislative updates that is sent out by an advocacy group during legislative sessions. He added that he'd forward it to James Green so he can put it on the listserv.

B. **CPP Update:** Lysette Perez said there is nothing to report, per the **Chair Dylan**.

C. **Part B. Report: Patient Care & 4BNWK Report: Brittany McClure** was not present to give an update. Someone asked if Brittany had sent the report. Dr. Messer asked if Katie, Robin, or someone from FDOH could explain the report in Brittany's absence. Katie explained that she was unaware that Brittany would be absent, so she was not prepared to speak on it, but she would try to follow up on it and to get clarification regarding ADAP as well.

The Chair recommended that anyone who wants to look at the report, do so as it has included in the **materials**.

D. **HOPWA: Miguel Vasquez:** The Chair started to ask about the HOPWA report, but a note was made that the meeting was running over time.

James Green made a **Motion** to add twenty minutes onto the meeting time; Kenny Talbot seconded the motion. The **Motion Carried**.

The Chair asked if anybody was present from HOPWA. No one was.

E. **C.H.A.G. (Community HIV Advisory Group) Report: Denise Matthews-Brown.**

Denise Matthews-Brown said she had sent in the report on C.H.A.G and shared it with everyone.

Dr. Casey asked if she could share it on the screen and she did, exhibiting the following:

FL Statewide Community HIV Advisory Group Update

-CHAG Work Plan Update

-CHAG Continues to Increase Awareness of FL MMP

- Increase Diversification of CHAG Membership
- CHAG Area Reporting Form
- Collaboration w/the HIV Section to Review and Provide Input on Programmatic Guidelines, Policies and Procedures.
- Provide ongoing input on statewide planning efforts through 12/31/21.
- HIV/AIDS section update.
- Vacancies.

At the conclusion of her presentation, Denise asked Dr. Messer if a client who is eligible for Pt. B would be able to access services where they live or anywhere in Florida. She said it is a question that was asked by members.

Dr. Messer explained that Ryan White Part B, which includes patient care and ADAP, is a statewide from program, so if someone is a resident of the state of Florida and meets the eligibility requirements, their eligibility doesn't change for Pt. B services if they move anywhere within the state.

He explained that the entire client would need to do if they move from one county to another, is to update their documents to show that they are a resident of a different county. He explained, however, that Part A is only available in eligible metropolitan areas, and that there are six such areas in Florida. Therefore, he stated, if someone moves outside of PBC, they are no longer eligible for Pt. A services in PBC, but if they move to one of the other five metropolitan areas that have Part A jurisdiction—Orange County, Miami-Dade, Duval, St. Petersburg, they can enroll in that area is Part A service.

He reiterated that they would take their Part B eligibility with them wherever they go within the state.

Dr. Messer further explained that Part C—which we do not have any providers of in PBC—is direct funding that comes from a sub-recipient from HRSA; so if there is a Part C provider, that is agency-specific. So if a client is receiving Pt. C service from an agency, they can't go to another agency and receive that service. In brief: Pt. C is agency-specific; Pt. A is jurisdictional; and Pt. B is statewide.

Denise Matthews-Brown stated that C.H.A.G Council members are looking into the issue because they do not want someone's move to create a barrier to that person continuing in care.

Dr. Messer said he would like to hear the outcome of that discussion. He added that in PBC we are working on reciprocal eligibility, where a client won't have to certify their eligibility for all parts; all they'll need to do is certify their eligibility for one Ryan White Part and that will be shared, so they won't have to go to the Health Department for Part B, and a sub-recipient for Part A. Dr. Messer said that under reciprocal eligibility, a client will be able to go to one or the other, and that eligibility will be shared. The objective, he said, is to provide clients with a medical home where they can coordinate

their care and have access to whatever services they need, instead of having to piecemeal their care.

Denise Matthews-Brown asked if that is for PBC and Dr. Messer confirmed that yes; that is what we are working on. He further stated that currently we have one-directional reciprocal eligibility and explained that if a client is eligible for Pt. B or AF services and they have a Notice of Eligibility completed with FDOH, that notice can be shared with a Pt. A provider, so they will not have to provide any additional documentation. He said we just need that NOE and we will certify them for Pt. Services. Dr. Messer added, however, that now, if you start with Pt. A and get your NOE, it won't cover Pt. B, so we're not quite there yet; it's just one-directional at this point, but the goal is for us to have reciprocal eligibility in both directions so that clients will apply one time to RW services and be able to access all services.

The Chair asked if there were any questions about the **C.H.A.G report**. **There was none**. The Chair stated that the report would be sent out to all for their review.

F: Part A Report: Dr. Casey Messer:

Dr. Messer introduced two new staff members: Juanita Rivera, who he said the Committee had met at the last meeting, and **Paul Lisker**, who is now the new HOPWA case manager for the entire program. Dr. Messer explained that Paul had worked at the health department previously and had much experience. He added that two other case managers will join Paul soon, and stated that Paul will be the person that agencies can send referrals to for HOPWA. He also added that Paul would provide extensive training on HOPWA services.

A Committee member asked a question about staffing and Dr. Messer explained that staffing was the important issue and that there are a couple of other budgetary things, like creating a PPM and getting our budget set up. However, he said, we are very close to completion and he anticipates that we will go live in the next month.

Dr. Messer further explained that we have a wait list of 100 individuals that have been on HOPWA's wait list for some time in Provide, so in addition to accepting referrals for HOPWA, he said we are going to be going down that list starting with the highest-ranking need and working our way down to either clean it up if individuals no longer need assistance or to be able to serve individuals who've been waiting for a long time. He added that that is our first priority as we are accepting new referrals.

Dr. Messer expounded on this a bit with Denise Matthews and other Committee members.

The Chair asked if there was anything else for discussion in Part A. Dr. Messer said there was not.

The Chair stated that we have a few more reports so we need another 15 minutes in order to complete the meeting.

James Green made a **Motion** to add 15 minutes to the meeting, and Kenny Talbot **seconded** the motion. **The Motion Carried.**

G. Expenditure Report: GY-20 Final Expenditures – Maria Corona.

Maria Corona presented the report. She stated that many of our agencies did very well overall towards the end of the year, and that we managed to get a 97% expenditure rating. She explained the variation in numbers and how they averaged out to 97%. She added that there is a 36% expenditure rating in the Home Health and Community-Based Health Services category and further explained how and why that occurred. She then broke down the various expenditures and the number of clients served, and how we ended up with our GY-20 Final Expenditures.

Maria Corona further explained the definition of an unduplicated client, and that some services labeled MAI are a part of Pt. A; she then discussed with Dr. Messer and other Committee members how many clients were served, the various services, and units.

The Chair asked if there were any other questions regarding the Expenditure Report. There were **NONE**.

H. LGBTQ: Kim Enright/Chair LGBTQ:

The Chair, who is also the Chair of the LGBTQ Committee, stated that the LGBTQ Committee did not meet last month. She stated that the last thing the committee did was get a brochure completed, and that it is in the process of being printed. She stated that she was not sure of the date when the LGBTQ 10 brochure would be printed, and there was some discussion with Dr. Messer regarding that. The Chair then said we'd come back to that.

I. LPAP: Felisha Douglas/LPAP Chair: NO LPAP Update.

J. Membership: Kim Enright/Membership Committee Vice-Chair:

The Chair stated that the Membership Committee met but she does not remember the details of the meeting. She said, however, that once we get the Meeting Minutes we will be able to ascertain what the committee did.

K. P & A: Kenny Talbot/P & A Chair:

Kenny Talbot stated that the P & A Committee went over an expenditure report.

L. QMEC: Lilia Perez/QMEC Chair:

Dr. Messer gave the update. He stated that QMEC did not have a quorum. He said that they had a presentation from Shoshana Ringer regarding the Ryan White Membership Manual and that they discussed the role of the CARE Council Committee and the role of the sub-recipients' office. He added that from there they built out their Work Plan and defined those roles.

M. Planning: 'Lysette Perez/Planning Chair:

Ms. Perez stated that the meeting was cancelled.

N. Community Awareness: Felisha Douglas/Vice Chair of Community Awareness:

The Chair, Kim Enright, stated that the Community Awareness Meeting was also cancelled. She said that the Community Awareness Committee is working on trying to figure out a recruitment video.

XIV. Announcements:

Thomas Eaton reminded everyone that the Emergency Rental Assistance (ERA) Program with the county is currently going on. He said that the portal is currently closed and will reopen on May 3. He recommended that if anyone needs to get applications in, they can do so starting May 3rd. He further explained that ERA will cover back rent and pay up to three months' future rent for qualified applicants who can show COVID-impact from January 1st, 2021 and beyond.

He again recommended that everyone remind their eligible clients to get in the portal before May 3rd and start preparing to submit their applications on that date. He added that he had put the website www.rentalassistancepbc.org in the chat and that we have a lot of case managers and community partners who are assisting clients, and that there is many help available within the system for individuals who sign up. He encouraged everyone to share the information with their clients, so we can start helping more people.

Chris Dowden asked for clarification regarding whether the COVID-related impact had to have happened after January 1, 2021.

Thomas Eaton explained that COVID-impact could be ongoing; this means that if someone lost their job in October 2020 because of COVID and they are still unemployed, that would be acceptable in terms of their meeting eligibility.

Chris Dowden thanked him for the explanation.

XIV. Announcements:

The Chair asked if there were any announcements.

Denise Matthews-Brown shared that on April 29 the Community Meeting Advocates CBA of PBC are hosting a Virtual Conversation for Case Managers, and they are inviting everyone to be a part of it.

The Chair asked if she could get that information to share with the staff so we can get it out to everybody.

Denise Matthews said yes.

The Chair asked if there were any other **announcements**. **There being NONE** the Chair thanked everyone for being here, both virtually and in-person. She said that because of everyone's efforts we were able to get some important work done today and that she really appreciated it.

XV. Adjournment:

The Meeting was adjourned at 4:25:29 PM.

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