

**Palm Beach County HIV CARE Council Meeting
Minutes**

Monday, January 31st, 2022 @ 2:04 P.M.

Members Present

Ashnika Ali
Cecil Smith
Chris Dowden **(Chair)**
Damion Baker
Felisha Douglas-Bowman
Glen Krabec
Hector Bernardino
Kim Enright **(Vice Chair)**
Lilia Perez
Lysette Perez
Thomas McKissack
Kenny Talbot **(Treasurer)**
Kristen Harrington
Tyrina Pinkney
'Ashaki Sypher
Miguel Vazquez

Members absent

Dale Smith
Eileen Perry
'Richardo Jackson **(Secretary)**
Tony Carney

Guests

Jose Castillo
Elisa Lopez
Stephanie Thomas (monarch)
Irma (FDOH)
Gail Stein (FDOH)
Sandra Anderson (FDOH)
Charles Baldwin (FDOH)
Brittany McClure (FDOH)
Jen Kuretski (Midway)
Robert Scott (FDOH)
Crister Moynahan Rebel Recovery
Denise Brown
Kathryn Mathieu
Stephon Gordon
Tiffany Coutee
Nancy Aubourg
Richard Montuori (prosp member)
Rosalyn Jacourin
Tricia Holand
Alejandro (Midway)
Jerome Hill
Kristina Rowe
Greg Gabriel Transportation PL
Nancy McConnell

CARE Council Staff

Neeta Mahani
Kayla West

Grantee Staff Present

Shoshana Ringer
Helene Hvizd
Thomas Eaton
Sean Conklin
Dr. Casey Messer
Anna Balla

Grantee Staff Absent

Maria Corona
Dr. Daisy Wiebe
Rosa Fortuna
Juanita Rivera

- I. The Palm Beach County HIV CARE Council Meeting was **call to order at 2:04 P.M.** by Neeta Mahani. Roll call was taken, guests were introduced and there **was** a quorum.

- II. **A Moment of Reflection- Felisha Douglas;** This coming March will be 3 years since I've first joined the CARE Council and you guys are doing such an amazing job. I am so proud of the

council because I have grown so much from my little shell from when I first started. I was so fragile and now to being this strong advocate for individuals affected with HIV and a strong individual on my own. Gaining strength from council members, from all the committee members, from everything that we do to try to make a difference in the communities so that I can be a better mom to all of my children, especially my two younger ones. So that was my moment of reflection for today and I'm hoping we can continue to keep doing the great job that we are doing now. Special shout out to Dr. Messer, thank you for being such a dramatic impact and change when you came to the council. Definitely, to Chris, for being such a strong chair always. I am so happy that you are back in that seat (I did like all the other chairs) but it just reminds me of how the first time I walked into that COMPASS door and saw you and heard you speaking at the council meeting. So thank you everyone for doing such a fantastic job and motivating individuals like myself. Also, to Mrs. Mahani thank you for always taking my phone calls and working 24/7.

Chris Dowden- Well thank you Felisha. I would like to say my moment of reflection is truly been splendid watching you grow over the last few years. When you say the CARE Council is doing a good job, you are included in that and watching you grow from a member of the CARE Council to a leader within the CARE Council in its committee structure has truly been amazing. So thank you so much for participating and I hope you stay around a long time.

Cecil Smith- made a comment but it was difficult to hear on recording no microphone.

A Moment of Silence – Chris Dowden

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 HIV. 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. **Acceptance of Excused Absences-** None.
- IV. **Acceptance of the January 31st, 2022 CARE Council Meeting Agenda - Motion** to accept meeting agenda with changes by moving CPP Update after Public Comments and before moment of education. Glen Krabec, **first.** Lysette Perez, **second. Motion carries.**
- V. **Acceptance of the November 30th, 2020 CARE Council meeting minutes. Motion** to approve the meeting minutes. Kenny Talbot, **first.** Felisha Douglas, **second. Motion carries.**
- VI. **Acceptance of the November 15th, 2021 CARE Council meeting minutes. Motion to approve with the spelling corrections and changing the title from Membership to CC.** Kenny Talbot, **first.** Glen Krabec, **second. Motion carries.**
- VII. **Comments by the Chair: Chris Dowden;** if you are online please make sure that you are muted if you are not speaking. If you are in the room please make sure that you open your snacks and drinks. It does show up on the recording let's try to minimize as much background noise as possible and also Happy New Year to everyone!

VIII. Public Comments: None.

IX. CPP Update; Jen Kuretski- I work for Midway specialty care. I am here today on behalf of CPP. I am starting at chair of CPP in 2022. As you may know at CPP meetings the HIV side of the planning group if you are in Palm Beach County we invite somebody from CARE Council to come and present to us to give us an update from the HIV care side. Thank you for having us. We had our first meeting of the year last week. We elected a new secretary, which I am really excited for and we are moving forward with continuing our work on the prevention side however, this year we are starting to convene what we are calling our EHE work group. So this is an opportunity for those who are serving on the prevention side to work with those of you serving on the CARE side through the CARE Council. To work together on our ending the HIV epidemic initiative. We are holding some EHE work group meetings this year we have 4 meetings; February 18th, May 20th, August 26th and November 18th these are Friday's and we are planning on hosting these, hopefully hybrid format. It will take place in the afternoon at 1 p.m. If you are available and interested it, will great to have you there.

X. Educational Moment- Presentation of Transportation resources available in Palm Beach County by Palm Beach Transportation Planning Agency {TPA} – Greg Gabriel (Transportation Planner)- Good afternoon everyone I am Gregory Gabriel from the Palm Beach TPA. We are the planning agency and I am glad to be here today to provide the Educational Moment. Who is the Palm Beach Transportation Planning Agency? We were originally posted by Palm Beach County I believe for about 40 years and then went independent. So as you can see we are a group of 21 local elected officials. We have four county commissioners and city members. We advocate federal and state funds through the transportation system that will help on all work projects for all of the county services. We also released a platform for policy making and trying to change and create new (difficult to hear on recording). The TPA has four different committees. We have the **Tact Technical Advisor Committee;** this committee is comprised of engineering planners and auto professionals that look at road projects. We have another group comprised of citizens that work in the insurance field and are mostly the users of the system. **Citizen's Advisory Committee-** Provide the TPA Board with a "citizen's eye" view of ongoing transportation issues in Palm Beach County. We have a **Bicycle and trail Pedestrian Advisory Committee;** this committee looks at non-motorized vehicles, walking and cycling. Another one we have is **Transportation Disadvantage Local Coordinating Board;** which focuses on needs for Palm Beach County Disadvantage population, which includes adults, persons of disability, person who has no income and children who is at risk. **Mission Statement-** collaborative and planned prioritized fund the transportation system. Every day at Palm Beach TPA, we try to lead by our mission. Today is an example coming here and making a presentation for you. We try to work with all of our partners and prioritize projects. We do have a corporal project annually where city applies and we actually do a funding part for example, the citizen advisory and the tact will help prioritize projects that is presented before the board. **Vision-** is a safe, efficient, and connective multimodal transportation system. We try to collaboratively and fund projects that are fatalities on the road system. We have four documents to help us do that. The first is a long-range plan, which is a 25-year plan. A 5-year Transportation Improvement Program directly prioritizes over \$50 million in federal/state funds annually. Approves all federal/state funding in Palm Beach County. The 2-Yr Unified

Planning Work Program and the 1-Yr Strategic Plan. Priorities; Complete Streets- Safe access for transportation users of all ages and abilities. Vision Zero- commitment to zero traffic-related fatalities and serious injuries. Mode shift- grow walk/bike/transit to maximize efficiency and enhance prosperity. Ways to get involved links are below;

Comment Map – PalmBeachTPA.org/comment-map

TPA Webmap – PalmBeachTPA.org/map

Meetings – TPA Board & Committees – PalmBeachTPA.org/meetings

Newsletter – Sign Up – PalmBeachTPA.org/newsletter

Okeechobee Blvd & SR-7 Corridor Study – PalmBeachTPA.org/okee

Greg Gabriel – Transportation Planner – Ggabriel@palmbeachtpa.org

XI. Unfinished Business and General Orders; None.

XII. Old Business: None.

XIII. New Business:

A. P&A Committee Recommendations

- **GY-22 Proposed allocation – Thomas Eaton- Motion** to align GY2022 Budget to the actual award when received by an even reduction to all categories except for health insurance. **Voted on by the committee. Motion carries.**
- **Abstain;**
 - Kim Enright
 - Kristen Harrington
 - Chris Dowden
 - Lilia Perez
 - Lysette Perez
 - Damion Baker
 - Hector Bernardino
 - Ashnika Ali
- **Neeta will send the form to everyone.**

B. Prospective Member Approval – January 20th, 2022 Membership meeting by consensus

- **Motion** to approve Kristina Rowe for Membership. Kim Enright, **first.** Lysette Perez, **second. Motion carries.**
- **Motion** to approve Nancy McConnell for the CARE Council. Kenny Talbot, **first.** Lysette Perez, **second. Motion carries.**

XIV. Standing Reports:

A. CPP Update- Already done by Jen Kuretski.

B. Part B Report: Patient Care & 4BNWK Report: Brittany McClure – The expenditure have been updated up until the end of December. I will not have January's expenditures of course until next meeting. This budget should be at 75% however, due to vacancies for nutrition it is not there. We

are working with our director or nutrition to get those positions filled and are in the process at the moment. For the Lab expenditures, which are the ambulatory outpatient, always runs out, our lab director always uses his entire allotment so it is 5% under, but I expect it to be spent. The network should be spent up to 50% again, due to some vacancies we have some of our line items underspent. The contract on this budget has been executed and I do expect it to be spent by the end of the budget. The ambulatory outpatient here is our clinics and they are on track. The referral for health care services will start to get spent down. Down below in the orange this is 4B000 it is a general revenue for our patient care dollars this should be spent up to 50% as well. Mental Health services and treatment adherence services will be spent down. Referral for health care will start to be spent up. Food bank is 100% clinical quality management and we have one vacancy but that will be filled soon. Oral health will be spent down as our dental clinic needs it and is split with our Part A dollars.

Neeta Robb Scott sent you the link by email for the G, Thank you. Can you access that and put it here?

- C. **HOPWA (West Palm Beach)** –Miguel Vazquez–(hard to hear on recording) but stated there are no changes as of right now.

Chris asked Neeta if we could find out who was at the cc? What organizations were there and see if we can connect with them and learn how we can join in their advocacy? Neeta will talk with the Commissioner office and see what they are up to and can give us an update that will put a CAP on renting?

- D. **Palm Beach County Recipient Report:** Dr. Casey Messer –

General updates- Open enrollment for ACA has ended 1/15/2022, but special enrollment periods are available year round. Black HIV Awareness Day is recognized on February 7th.

Ryan White Part A Program – Juliane Tran, our quality management clinician has accepted another position. Her last day was on 12/31/21. Quality Management Clinician is currently posted on county jobs website until 2/11. Health Planner II position is anticipated to be posted on county jobs website on 02/07. Fiscal specialist III position is expected to be filled 02/14. In response to HRSA PCN 21-02, the recipient's office is exploring options of reducing recertification requirements from the current 6-month recertification to annual (yearly) recertification. Feedback will continue to be accepted from various stakeholders with anticipated changes in effect in GY22. ACA Open Enrollment Summary (Nov 1, 2021-January 15, 2022). HRSA explicitly notified everyone that immigration status or citizenship is not a requirement. So this year one of the things that we did during the open enrollment period was allow individuals that traditionally been ineligible for ACA marketplace plans or individuals that are undocumented to allow them to enroll in health insurance plans that are lookalikes to the marketplace. Meaning you don't enroll through healthcare.gov, you enroll through the marketplace plans off the marketplace directly with the broker. We do have some data that has been updated as of this Friday. For individuals who took advantage of this opportunity. We have 79 individuals who were enrolled in health insurance who are categorically and ineligible

and are undocumented. We have 98 clients that re-enrolled in health insurance. We have 52 new clients that enrolled in health insurance this year through Part A. In addition, to those 79 that we talked about, we had 52 additional new enrollments for Part A. We transferred 14 clients that were relying on Part A for assistance with health insurance to ADAP. We had 96 individuals that re-enrolled with ADAP and we had 63 new clients enrolled in health insurance that will be provided assistance through ADAP. So, overall, based on all of those categories, we had a total of 458 clients that in some way were re-enrolled or new enrollments through health insurance during this limited open enrollment this past year. I wanted to provide this information and to give a huge Thank you to the HIV CARE Council for supporting this strategy and this initiative. A huge Thank you to all of our Sub-Recipients whose staff assisted with enrolling clients into these plans during open enrollment.

Minority AIDS Initiative (MAI) - We are recruiting a Health Equity Coordinator to address racial/ethnic disparities in HIV outcomes. Job posting will be active soon.

Ending the HIV Epidemic (EHE) Program – We are recruiting three additional community outreach and response and engagement specialists, core specialists to assist us with our direct service work. Those job postings will be active soon on the county website.

Syringe Service Program – Rebel Recovery, FL has served 162 clients since beginning operations on April 1st, 2021. **Nancy McConnell**, we do have an announcement but we cannot say anything just yet, but we have started the wound care clinic, which has been very successful.

Sean Conklin- No new updates but we do have a new staff person **Stefan Gordon**. He is our Case Management Trainee and he is going to be serving EHE and HOPWA.

County HOPWA Program- We are fully staffed and accepting referrals for all housing services at this time. **Neeta needs the County HOPWA flyer. Dr. Messer will send after meeting.**

- E. **Part A Expenditure Report – Thomas Eaton**; I don't have much detail to go into on this report. We have our expenditures completed for November. Inputs have kind of slowed down a bit but that's to be expected with the holidays and our current situation. I hope everyone is staying safe. As of right now nothing really sticks out different than last month. We do have one month left in this grant cycle and we have quite amount of dollars in some of these categories, but in discussion with these agencies, they feel confident they're going to be able to spend it.
- F. **Executive - Chris Dowden**; our last action was to send a draft MOU that identifies the relationship between the recipients office and the CARE Council. We have not gotten a response back from the recipient. I also requested from our project officer, technical assistance on MOU's between recipients and the CARE Council Bylaw and policy development and then also job descriptions/ other tools for the CARE Council staff.
- G. **LGBTQ- Kim Enright**- We are looking at a project that would focus on Transgender clients. Once we get our bearings on that in the next couple of

months, we'll continue to move forward with it. Besides from what we are talking about now which is a PSA

- H. **LPAP- Felisha Douglas**; Shoshana Ringer answered- We have not met, only on an as needed basis and there has not been any needs recently.
- I. **Membership** – 'Richardo Jackson Is not present, nothing to report. **Chris Dowden**- on the topic of membership. We did apply to a planning chat. If you go online, you can go to targethiv or planningchatt. So we are now a part of a 6-month, it is titled 2022 Part A Planning Councils recruitment and retention. We now have a few members myself, Kenny, 'Richardo, Tony and then the representative from the staff.
- J. **P&A**- Kenny Talbot – No other update but we are going to be continuously looking at what are the needs and address them as they come up.
- K. **QMEC**- Hector Bernardino-
 - o **Chris Dowden and Lilia Perez**- We continued to review the Units of Service. We accelerated a few things and we did a program.
 - o **Shoshana Ringer** –We reviewed the standards of care. We had a chart that Juliane left us. We went through all of the service categories to make sure that we had solidified all of the information for the beginning of the new grant year. We were also able to go through the medical services and any unit definitions with additional requirements, on top of the HRSA requirements and in our February meeting, we will be reviewing the support services. We will bring that to the CARE Council for approval for services to start on March 1st.
- L. **Planning**- Kenny Talbot- Last meeting was cancelled.
- M. **Community Awareness**- Cecil Smith- Nothing to report. **Chris** mentioned- committee in bylaws we've been reviewing the roles and responsibilities of varies committees the only one we have left is CAC. I would welcome you to join us at the next Bylaws meeting to compare and contrast activities with what is written in the bylaws. **Neeta will bring the CAC work plan at the next Bylaws meeting.**
- N. **Ad-Hoc Housing** – Felisha Douglas – The next Ad-Hoc Housing meeting will be on March 4th, 2022. The current meeting that was supposed to take place in January was cancelled due to a holiday. I am asking everyone that if they know anyone with additional resources that could assist with this particular committee to please invite them and attend yourselves as well. We need to establish protocols and complete the mission statement/ address the proper definition that will be recognized in the bylaws.
- O. **Ad-Hoc Bylaws**- Chris Dowden- We just met and we continued the review of the committees and the roles and responsibilities as in the bylaws. We have left Community Awareness and then also to define housing. We had a discussion on documenting and in policy, how the existing of CARE Council members are reviewed when their 3-year term expires. I think we are going to have some language that to bring forward in the next month or two.

XV. **Other Business:** None.

XVI. **Announcements:**

- Kristen Harrington – We will have a lot of work for clinics. (Difficult to hear on recording). It is going to tough for treatment for the SPI's. Kind of walk in basis. At the next CC meeting, I will bring details.
- Damien Baker - (Difficult to hear on recording, no microphone) we will be providing awards in recognition to these organizations and individuals in February.
- Denise Brown - Gala 02/19/2022 at the Ramada Inn

XVII. Adjournment: The Palm Beach County HIV CARE Council Meeting was adjourned at 4:40 P.M.

**Conflict of Interest*

A CARE Council member who has an identified conflict of interest must abstain from voting on issues related to that conflict. A member who does not abstain from voting on issues where a conflict is identified by the County's Commission on Ethics designated legal counsel may be removed from the CARE Council.