

Palm Beach County HIV CARE Council
Meeting Minutes
Monday, July 18th, 2022 @ 2:00 PM

Members Present

Ashnika Ali
Chris Dowden – Chair
Dale Smith
Hector Bernardino
Kim Enright- Vice Chair
Lilia Perez
‘Richardo Jackson
Kenny Talbot
Kristen Harrington
Tyrina Pinkney
Tony Carney
Alejandro Velez
Rosaline Jocurin
Kristina Rowe
Nancy McConnell
Lisa Kemp
Denise Brown

Members absent

Damion Baker
Eileen Perry
Felisha Douglas-Bowman
Lysette Perez
Thomas McKissack
‘Ashaki Sypher
Miguel Vasquez
Angelie Diya

Guests

Katie Mathieu- FDOH
Brittney McClure – FDOH
Stephanie Thomas – Monarch
Adam Rebuck – CSD
Andres Correa

CARE Council Staff

Neeta Mahani

Recipient Staff Present

Shoshana Ringer
Laura Perdomo-Rivero
Helene Hvizd
Dr. Daisy Wiebe
Thomas Eaton
Sean Conklin
Juanita Rivera
Dr. Casey Messer
Anna Balla
Remus Emile
Tashawna Stallworth
Julian Betancourt
Alejandro

Recipient Staff Absent

Rosa Fortuna

- I. The Palm Beach County HIV CARE Council Meeting was **called to order at 2:06 P.M.** by Neeta Mahani. Roll call was taken, guests were introduced and there **was a quorum.**

- II. **Moment of Reflection:** None.

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 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:** Eileen Perry and Felisha Douglas.
- **Motion** to accept an excused absence for Eileen Perry. Kristina Rowe, **first**. Kenny Talbot, **second**. **Motion carries.**
 - **Motion** to accept an excused absence for Felisha Douglas. Kristina Rowe, **first**. Tony Carney, **second**. **Motion carries.**
- IV. **Acceptance of the July 18th, 2022 CARE Council Meeting Agenda:** **Motion** to approve the CARE Council meeting agenda for 07/18/22. Kenny Talbot, **first**. Kristen Harrington, **second**. **Motion carries.**
- V. **Acceptance of the June 22nd, 2022 CARE Council Meeting Minutes:** **Motion** to approve the CARE Council meeting minutes for 06/22/22. Kenny Talbot, **first**. Tony Carney, **second**. **Motion carries.**
- VI. **Comments by the Chair:** Chris Dowden- made a comment he stated this was his last meeting as chair and it was wonderful to see so many faces in the room at that meeting and it has been an absolute pleasure to serve the CARE Council as its chair and is looking forward to continuing to serve.
- VII. **Public Comments:** None.
- VIII. **Educational Moment:** None.
- IX. **Old Business:** None.
- X. **New Business:**
- A. **CARE Council Officer Election 2022**
- ❖ **Kenny Talbot – Chair**
 - **Motion** to approve Kenny Talbot as Chair of the CARE Council. All in favor say I (all answered I)
 - ❖ **‘Richardo Jackson – Vice Chair**
 - **Motion** to approve ‘Richardo Jackson as the vice Chair of The CARE Council. All in favor say I (all answered I)
 - ❖ **Medford Carney – Treasurer**
 - **Motion** to approve Medford Carney as the treasurer of the CARE Council. All in favor say I (all answered I)
 - ❖ **Rosaline Jocurin – Secretary**
 - **Motion** to approve Rosaline Jocurin as secretary of the CARE Council. All in favor say I (all answered I) **Motion carries**
 - ❖ **At the next CARE Council meeting Kenny Talbot, Chair will appoint the chair of the CARE Council’s standing committees.**

B. HRSA Site Visit July 25th till July 29th, 2022 Membership participation

- ❖ Dale Smith volunteered to serve as liaison.
- ❖ HRSA requested this from the chair. Chris will do the written responses.
- ❖ **Motion** for Chris Dowden to do the written responses for the HRSA requirement. All in favor say I (all answered) **Motion carries.**
 - **Entrance Conference**
 - **Kristen Harrington** volunteered for the entrance conference. **Motion** for Kristen Harrington to attend the entrance conference. Tony Carney, **first**. Kristina Rowe, **second**. **All in favor say I (all answered I) Motion carries.**
 - Alternate Member- 'Richardo Jackson to be an alternative member for the Entrance Conference. Kim Enright, first. Denise Brown, second. Motion carries.
 - **CARE Council Specific Interview**
 - Dale Smith volunteered for the CARE Council interview.
 - Nominated- Kenny Talbot
 - Nominated - Denise Brown

Member's	Nominations
Ashnika Ali	Denise Brown
Kristina Rowe	Kenny Talbot
Rosaline Jocurin	Denise Brown
Kristen Harrington	Kenny Talbot
Denise Brown	Dale Smith
Dale Smith	Dale Smith
Richardo Jackson	Dale Smith
Kim Enright	Kenny Talbot
Chris Dowden	Kenny Talbot
Tyrina Pinkney	Dale Smith
Tony Carney	Dale Smith
Kenny Talbot	Kenny Talbot
Lilia Perez	Kenny Talbot
Hector Bernardino	Denise Brown
Nancy McConnell	Dale Smith

There was a tie between Dale Smith and Kenny Talbot. The CARE Council voted again.

Member's	Nominations
Ashnika Ali	Kenny Talbot
Kristina Rowe	Kenny Talbot
Rosaline Jocurin	Dale Smith
Kristen Harrington	Kenny Talbot
Denise Brown	Dale Smith
Dale Smith	Dale Smith
Richardo Jackson	Dale Smith
Kim Enright	Kenny Talbot
Chris Dowden	Kenny Talbot
Tyrina Pinkney	Dale Smith
Tony Carney	Dale Smith
Kenny Talbot	Kenny Talbot
Lilia Perez	Kenny Talbot
Hector Bernardino	Dale Smith
Nancy McConnell	Dale Smith

Dale Smith will be meeting with HRSA for the CARE Council specific interview. All in favor say I (all answered I) Motion carries.

Member's	Nominations
Ashnika Ali	Kenny Talbot
Kristen Harrington	Denise Brown
Denise Brown	Denise Brown
Richardo Jackson	Denise Brown
Kim Enright	Denise Brown
Chris Dowden	Denise Brown

- **Alternate Member for the CARE Council specific meeting- two nominations- Denise Brown & Kenny Talbot; Denise Brown will be the alternate member for the CARE Council specific meeting.**
- **Exit Conference**
 - **Motion** for Kenny Talbot to attend the Exit conference. 'Richardo Jackson, **first**. Many members, **seconded**. **Motion carries.**
 - **Alternate Member- Chris Dowden to be an alternative member for the Exit conference.**

Member's	Nominations
Kristina Rowe	Chris Dowden
Rosaline Jocurin	'Richardo Jackson
No Name	Chris Dowden

No Name	Chris Dowden
Denise Brown	Chris Dowden
Dale Smith	'Richardo Jackson
'Richardo Jackson	'Richardo Jackson
Kim Enright	Chris Dowden
No Name	Chris Dowden
No Name	Chris Dowden
Tony Carney	'Richardo Jackson
None	None
Lilia Perez	Chris Dowden
Hector Bernardino	'Richardo Jackson
Nancy McConnell	Chris Dowden

XI. Standing Reports:

- A. CPP Update: Jen Kuretski** – None Jen was not available to give report.
- B. Part B Report: Patient Care & 4BNWK Report: Brittany McClure** gave the Part B report. She shared her screen and in the grey is the consortia funding they are a couple of months in. In the blue and orange on the document is the patient care and general revenue funding both of these grants ended on 6-30-22. If you scroll over on the document, you can see the expenditures are almost complete. She does have one more final report that she is waiting to receive but for the most part, it will not change. The highlights in yellow are reports that she has not received. For the expenditure report, she will also do an unduplicated final report and she should have that by next month. {report attached}
- C. HOPWA (West Palm Beach): Miguel Vasquez-** None.
- D. Palm Beach County Recipient Report: Dr. Casey Messer** gave the PBC recipient report he mentioned some vacancies that they have in place. First, one is the Health Equity Coordinator position for minority AIDS Initiative and will be conducting interviews this week. Next is the Quality Management Clinician position and it posted for applicants and will close on 07/29. The Health Planner II position will be posted soon. There will be a comprehensive three-year needs assessment. Last year was the updated one. Dr, Messer introduced Andres Correa who is the supervisor for the HOPWA EHE Program and handed it over to Anna Ball who gave the Summary of the Ryan White HIV/AIDS Program (RWHAP) GY21 SUBRECIPIENT Monitoring Findings. {please see attached}
- E. Part A Expenditure Report: Thomas Eaton** gave the Part A Expenditure Report. He shared his screen and stated they are starting to progress with the reimbursement. Unfortunately, they have some agencies that have not reimbursed at all. It is concerning being five months into the program. They had several agencies that were presented with findings from the last fiscal year for delayed reimbursements and he noted they are having that problem again. So they might have to come to an understanding where some of these agencies might get funding swept from them that they have already spent.

- F. **Executive Committee: Chris Dowden**- No report at this time.
- G. **LGBTQ: Kim Enright**- None at this time but there will be one for next meeting.
- H. **LPAP: Felisha Douglas**- not present.
- I. **Membership: 'Richardo Jackson** mentioned there are some extra trainings but nothing else to report on.
- J. **P & A: Kenny Talbot** mentioned they have done their carryover allocations done. It was a really great and successful meeting.
- K. **QMEC: Hector Bernardino** mentioned they did not have quorum at the last meeting so nothing to report other than August meeting is cancelled and for members to please attend the September meeting.
- L. **Planning: Chris Dowden** mentioned they are still working on the integrated Plan for PBC. They are progressing through the activities supporting the various goals outlined in the NHAS Plan and have Goal 3 left to do. Neeta will send over the meeting minutes to Chris.
- M. **Community Awareness: Cecil Smith**- not present and did not meet.
- N. **Ad-Hoc Housing: Felisha Douglas**- not present and Vice Chair decided to cancel the meeting since there was no business to conduct.
- O. **Ad-Hoc Bylaws: Chris Dowden** mentioned at the last meeting they voted to approve the MOU and passed a resolution of the CARE Council to realign the officers terms to January. The task to the incoming Chair/Vice Chair (**Kenny Talbot or 'Richardo Jackson**) would be to convene the Bylaws committee to write how the exceptions of the officer's terms would be done and to figure out a plan moving forward to align the current terms whether it be extending or shortening terms once the bylaws have been amended.

XII. Other Business: None.

XIII. Announcement: Chris Dowden – noted at the last meeting they had a discussion on reimbursements for member travel outside of PBC. They discussed the policy and it was CARE Council approved and how it would mesh with county policy. He reached out to James Green who forwarded the question to Julie Dowe, there was an exception made by the Board of County Commissioners to allow for those reimbursements, but it does not allow for prospective payments outside of where the CARE Council member would have to incur the expense. Julie will have it brought forward to the Board of County Commissioners to have that policy be changed once more. Chris forwarded to Neeta to make sure that incoming leadership items are followed up with.

XIV. Adjournment: Meeting was adjourned at 4:45 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.

