

Palm Beach County HIV CARE Council
Meeting Minutes
Monday, May 23rd, 2022 @ 2:02 P.M. @ Mayme Fredrick

Members Present

Ashnika Ali
Chris Dowden – Chair
Dale Smith
Eileen Perry
Hector Bernardino
Kim Enright- Vice Chair
Lilia Perez
Lysette Perez
Rosaline Jocurin
Kristina Rowe
Angelie Diya
Kenny Talbot
Kristen Harrington
Tyrina Pinkney

Members absent

Damion Baker
Felisha Douglas
Thomas McKissack
‘Richardo Jackson
Alejandro Velez
Ashaki Sypher
Miguel Vasquez
Tony Carney

Guests

Mark Axelrod- Prospective Member
Katie Mathieu- FDOH
Lisa Kemp- WPB Vickers House
Jen Kuretski
Brittney McClure – FDOH
Stephanie Thomas – Monarch
Neal Bellinger – Prospective Member
Nancy Aubourg
Dr. Hariom Yadav, USF
Manan Mahani, USF
Cecil Smith
Denise Brown

CARE Council Staff

Neeta Mahani
Kayla West

Recipient Staff Present

Dr. Casey Messer
Dr. Daisy Wiebe
Shoshana Ringer
Thomas Eaton
Sean Conklin
Anna Balla
Laura Rivero-Perdomo
Helene Hvizd

Recipient Staff Absent

Rosa Fortuna
Juanita Rivera

- I. The Palm Beach County HIV CARE Council Meeting was **called to order at 2:02 P.M.** by Neeta Mahani. Roll call was taken, guests were introduced and there **was a quorum.**

- II. **Moment of Reflection:** Chris Dowden- Shared a moment of reflection for everyone to take care of themselves. COVID seems to be at it again and wanted everyone to be careful and mindful.

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:

- **Motion** to accept 'Richardo Jackson's excused absence. Kenny Talbot, **first**. Kristina Rowe, **second**. **Motion carries**.
- **Motion** to accept Felisha Douglas excused absence. Kenny Talbot, **first**. Kristina Rowe, **second**. **Motion carries**.

IV. Acceptance of the May 23rd, 2022 CARE Council Meeting Agenda: Motion to approve the 05/23/22 CARE Council meeting agenda as amended by moving up the CPP report ahead of the educational moment and to change the chair for the planning committee from Kenny Talbot to Chris Dowden. Kim Enright, **first**. Kenny Talbot, **second**. **Motion carries**.

V. Acceptance of the March 14th, 2022 CARE Council Meeting Minutes: Motion to approve the meeting minutes as presented. Kristina Rowe, **first**. Ashnika Ali, **second**. **Motion carries**.

VI. Comments by the Chair: Chris Dowden- The chair thanked everyone for being there today whether it being in-person or virtually. The attendance is very much appreciated. He asked everyone to open snacks or drinks and to please keep the mic on mute if anyone is speaking.

VII. Public Comments:

- **Dale Smith**
 - Dale discussed some concerns in regard to the moment of silence. He proposed giving a full 60 seconds of a moment of silence.

VIII. CPP Update:

- **Jenn Kuretski**
 - Jen Kuretski gave the CPP Update, she is a nurse practitioner who at Midway Specialty Care and is there today as the chair of CPP (Community Prevention Partnership). They meet four times a year to discuss prevention related topics and there are two meetings left for the remainder of the year. One will be on 7/29 and will be at DOH West Palm location and it will be hybrid. The last one will be on 10/21 hybrid and will be at DOH Lantana location. Both meetings will be at 1 pm on Friday and are about two hours. They are looking for members so please reach out to Jen for more information. jkuretski@midwaycare.org

IX. Educational Moment:- "How we can protect our brain by keeping our gut healthy" Dr. Hariom Yadav- Director, USF Center for Microbiome Research – Morsani School of Medicine

- Dr. Yadav gave a 45-minute presentation regarding our gut and how it relates to our health & HIV and how it effects our brain. (presentation attached)

- X. **Unfinished Business and General Orders: Special Recognition**
- **Cecil Smith**- Cecil Smith was honored a special plaque for his wonderful contribution to the CARE Council.
- XI. **Old Business:**
- **AETC Summit Update: Dr. Casey Messer**
 - Dr. Messer gave an update regarding the summit planning committee which has met four times as of yet. They are still waiting on their partners at AIDS Education Training Center (AET) to finalize a contract for the venue and date/time. They are looking at August 11th, 12th and the 13th. If those dates are not available for securing the venue, they will have to extend and look further out. The National Ryan White Conference will be at the end of August so if that is the case, they will be looking in September for the summit. It is Tentative. If anyone is interested in participating and continuing this discussion please reach out to Juanita and she can share their google electronic spreadsheet.
- XII. **New Business:**
- A. **Bylaws Adhoc Committee Recommendations**
- **Policy #31 {PBC HIV CC Allocation and Reallocation Process Policy} (Please see attached)**
 - **Motion** from the Ad Hoc Bylaws Committee to approve Policy # 31 with the changes that need to be corrected. All those in favor? I, any opposed, **Motion carries.**
 - **Bylaws: PBC HIV CC Committees Description & Responsibilities {Please see attached}**
 - **Motion** from the Adhoc Bylaws Committee to approve the committee descriptions and responsibilities revisions as presented under Article V. All those in favor say I, any opposed? **Motion carries.**
- B. **Prospective Membership Approval – May 19th, 2022 prospective membership approval**
- **Lisa Kemp**
 - **Motion** to approve Lisa Kemp as a member of the CARE Council from membership committee. All in favor say I, any opposed? **Motion carries.**
 - **Denise Brown**
 - **Motion** to approve Denise Brown as a member of the CARE Council from membership committee. All in favor say I, any opposed? **Motion carries.**
- C. **MOU between the PBC HIV CARE Council and the Ryan White Part A Recipient Staff**

- **Motion** from The Executive Committee to approve the MOU with the change of adding Triannual. Kenny Talbot, **first**. Kristen Harrington, **second**. **Motion carries.**

D. CARE Council Officer Election Announcement: Holding elections at the July CC Meeting (tabled)

- Please submit nominations for the CARE Council chair, Vice chair, secretary (chair of the membership committee) and the treasurer) chair of the P & A committee). These can be submitted for a period of 30-days prior to the annual election meeting is to be conducted. Please submit to Neeta and follow up.
- Chris Dowden suggested for them to change their election terms.
- **Motion** for the CARE Council to hold its annual elections in January to align with the March 1st, 2023 Grant Application. Kenny Talbot, **first**. Kim Enright, **second**. **Motion carries.**
- Motion that the term of service for the elections held in July will be until the annual meeting in January.
- Helene Hvizd interjected she wants to look into the changing of the terms.
- Table discussion until more research can be conducted.

XIII. Standing Reports:

A. CPP Update: Jen Kuretski

- Completed.

B. Part B Report: Patient Care & 4BNWK Report: Brittany McClure

- Brittany McClure gave the Part B Report for Patient Care and 4BNWK. They are in the middle of closing out PTC consortia for 2021-2022. They have some stuff moved around and does not have a final expenditure report at this time. She will have an update in July and will provide all final details at the next CARE Council meeting.

C. HOPWA (West Palm Beach): Miguel Velasquez

- Not present.

D. Palm Beach County Recipient Report: Dr. Casey Messer

- **General Updates/Announcements**
 - National Asian & Pacific Islander HIV/AIDS Awareness Day was observed on 05/19.
 - HIV Long-Term Survivors Awareness Day will be observed on June 5th.
 - The National Conference on HIV Care & Treatment is scheduled August 22-26 virtually.
- **Ryan White Part A Program**
 - Recruitment for a health planner II ongoing
 - Quality Management Clinician position has been offered.
 - Financial Analyst II position is currently vacant.
 - HRSA will be conducting a comprehensive virtual site visit of the PBC Part A program on July 25-29 PWH will participate in a closed-door

session with HRSA by invitation only. Two selected sub recipients will also receive direct monitoring from HRSA.

- **Minority AIDS Initiative (MAI)**
 - Conducting interviews for Health Equity Coordinator.
- **Ending the HIV Epidemic (EHE) Program**
 - Three Community Outreach, Response, and Engagement (CORE) Specialists expected to begin June 6th
 - Rapid Entry to care clinics are expected to begin operations on September 1st, 2022.
 - PLCares mobile platform demonstration presentations can be scheduled by contacting Carline Blanc at cblanc@pbcgov.org
 - A series of public town hall-style meeting are scheduled during the summer to discuss and promote Ending the HIV Epidemic initiatives.
 - Focus group discussions on transportation needs, barriers, and opportunities are being planned with a randomized representative sample of PWH being invited to participate.
- **Housing Opportunities for People with HIV/AIDS (HOPWA) Program**
 - Provide HOPWA program presentation to western communities in Belle Glade.
 - Conducting interviews for Casework supervisor.
 - FDOH will be conducting a site visit of the PBC HOPWA program on June 6-10.
- **Syringe Services Program**
 - The recipient received a National Association of Counties Achievement Award for being the first county in Florida to establish a community-based Syringe-Services Program (FLASH Exchange)

E. Part A Expenditure Report: Thomas Eaton

- Thomas Eaton gave the Part A Expenditure Report they are aware that they have a large amount of unspent dollars but the good news is, they are going to get a waiver this year. It is a onetime COVID spending waiver. They will not face penalties for exceeding the 5% allowable unspent. They will be requesting all of this money back in carryover in August.

F. Executive Committee: Chris Dowden

- Chris Dowden mentioned the Executive committee worked on the MOU between PBC HIV CC and Ryan White Part A Recipient staff.

G. LGBTQ: Kim Enright

- No update at this time.

H. LPAP: Felisha Douglas

- Not present.

I. Membership: 'Richardo Jackson

- Not present.

J. P & A: Kenny Talbot

- Kenny gave the P&A Report he said they did meet and he is requesting the recipient office to get with Thomas and find out what the needs are so that they can address that accordingly.

K. QMEC: Hector Bernardino

- Hector Bernardino gave the QMEC report and they are still currently working on the standard of care document.

L. Planning: Chris Dowden

- The Planning Committee is currently working on the draft for the upcoming summit. Defining the goals and measuring outcomes.

M. Community Awareness: Cecil Smith

- Cecil gave an update on the CAC Committee he said at their last meeting there was a presentation about the upcoming summit.

N. Ad-Hoc Housing: Felisha Douglas

- Not present.

O. Ad-Hoc Bylaws: Chris Dowden

- The Bylaws Committee voted on their Policy # 31 and the PBC HIV CC Committee descriptions and responsibilities.

XIV. Other Business:

XV. Announcement: Long-term Survivors Event from Found care.

- **Kristen Harrington** – mentioned they have HIV/STI testing is completely free at both locations. It has been going on for about 8 weeks and they have had a lot of patients.
- **Cecil Smith** – Positive Living Conference will be held on September 9th in Fort Walton Beach
- **Denise Brown**- Woman Rise up your Voice Dinner Presentation coming up on 06/25/22 and also their Jazz Concert, which will be on 07/15/22. Neeta will send out the save-the-date to everyone.

XVI. Adjournment: Meeting was adjourned at 5:02 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.