

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

**Wednesday, June 22<sup>nd</sup>, 2022 @ 3:00 PM**

**Members Present**

Chris Dowden – Chair  
Eileen Perry  
‘Richardo Jackson – Secretary  
Kenny Talbot – Treasurer  
Ashnika Ali  
Lilia Perez  
Lysette Perez  
Thomas McKissack  
Miguel Vasquez  
Tony Carney  
Kristina Rowe  
Rosaline Jocurin  
Denise Brown  
Lisa Kemp

**Members absent**

Dale Smith  
Damion Baker  
Felisha Douglas  
Hector Bernardino  
Kim Enright – Vice Chair  
Kristen Harrington  
Tyrina Pinkney  
‘Ashaki Sypher  
Alejandro Velez  
Angelie Diya  
Nancy McConnell

**Guests**

Jenn Kuretski – Midway  
Brittany McClure – FDOH  
Robb Scott – DOH  
Stephanie Tomas – Monarch

**CARE Council Staff**

Neeta Mahani  
Kayla West

**Recipient Staff Present**

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

**Recipient Staff Absent**

Rosa Fortuna  
Juanita Rivera

- I. The Palm Beach County HIV CARE Council Meeting was **called to order at 3:03 P.M.** by Neeta Mahani. Roll call was taken, guests were introduced and there **was a quorum.**
  
- II. **Moment of Reflection: Kenny Talbot** gave a moment of reflection he stated when people deal with HIV they go through many changes with their health and it takes an emotional toll on them.

***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:** 'Ashaki Sypher and Felisha Douglas.
- **Motion** to approve an excused absence for Felisha Douglas. Thomas McKissack, **first.** Tony Carney, **second. Motion carries.**
  - **Motion** to approve an excused absence for Ashaki Sypher. Kenny Talbot, **first.** Tony Carney, **second. Motion carries.**
- IV. **Acceptance of the June 22<sup>nd</sup>, 2022 CARE Council Meeting Agenda:** **Motion** to approve the 06/22/22 CARE Council agenda with the amended changes by moving up the CPP update before the educational moment. Kenny Talbot, **first.** Thomas McKissack, **second. Motion carries.**
- V. **Acceptance of the May 23<sup>rd</sup>, 2022 CARE Council Meeting Minutes:** **Motion** to approve the 05/23/22 CARE Council meeting minutes as presented. Kenny Talbot, **first.** Tony Carney, **second. Motion carries.**
- VI. **Comments by the Chair:** Chris reminded everyone to open snacks, mute cell phones and keep discussions respectful.
- VII. **Public Comments:** None.
- VIII. **CPP Update: Jenn Kuretski-** Jenn Kuretski gave the CPP report. She stated that they are always looking for new members. If anyone is interested, please feel free to contact her. Their next CPP meeting will be 07/29 at 1 pm and will be hybrid in person will be at the Department of health at the wpb, 45<sup>th</sup> st location.
- IX. **Educational Moment:** None.
- X. **Unfinished Business and General Orders:** None.
- XI. **Old Business:** None.
- XII. **New Business:**
- A. **CARE Council Officer Election Announcement: 07/18/22**
- 07/18 at 2 p.m. CARE Council Officer Election. Neeta has sent out the nomination forms. Please return them by Monday 06/27/22.
- B. **P&A Committee Recommendations on the table: Thomas Eaton**
- **Final GY22 Budget (See attached)**
    - **Motion** from the Priorities and Allocations committee to approve the proposed changes and the carryover increases for each category shown on the worksheet. **All in favor. Motion carries.**
    - **Abstentions**

- Lysette Perez, COMPASS.
- Ashnika Ali, HCSEF.
- Rosaline Jocurin, Found care.
- Chris Dowden, Midway.
- Kristina Rowe, Legal Aid.
- Lilia Perez, Found care.

**C. GY21 Sub-recipient Monitoring Results:**

- Tabled until the next meeting on 07/18/22.

**D. CARE Council Budget – Neeta Mahani**

- **Motion** to shift from CC outreach \$4k to food/snacks and to shift \$5k from CC Outreach to CC Member travel. Kenny Talbot, first. Thomas McKissack, second.
- **Motion above was amended** to shift \$6,600 from CC Outreach to food/snacks and \$5,000 from CC outreach to Member travel. **All in favor. Motion carries.**
- The CC Members reviewed the policy for the member travel as Kenny Talbot showed interest to go to Puerto Rico (San Juan) conference and got approved to travel to USCHA (US conference on HIV/AIDS). The chair requested more information regarding the conference to Puerto Rico, estimated travel costs etc. Chris and Neeta will discuss after the meeting and it will be on the agenda at the next meeting.

**XIII. Standing Reports:**

**A. CPP Update: Jen Kuretski- Done.**

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

- Brittany McClure gave the Part B report. She stated the new Grant Year started in April and should be at 17%. There are not many changes. In the blue, it is the patient care network funding the Grant Year ends June 30<sup>th</sup> it should be at 92% expenditure rate. The bottom one is the patient care general revenue. She stated she did make an amended budget for a couple of categories; Ambulatory outpatient it is lab funding and they were at \$75k her budget analyst recommended they increase that to \$88k. There was also a recommendation for Oral health that needed to be increased and she increased that as well. **Brittany will send this report to Neeta to distribute to the members.**

**C. HOPWA (West Palm Beach): Miguel Vasquez**

- Miguel gave the HOPWA report. He stated they are in the process of adding new clients to the program. They currently have about 214 being served and are looking for 10-15.

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

- Dr. Messer highlighted two specific things. They have three new staff members that are core team member's community outreach response and engagement. The Recipients office is preparing for their virtual site visit from HRSA will be taking place the week of July 25<sup>th</sup>. Also, they have confirmed dates for their summit to end HIV in Palm Beach County. It will be on September 22<sup>nd</sup>, 23<sup>rd</sup> and 24<sup>th</sup> and will be held at the Hilton conference center in West Palm Beach. Save-the-dates will be sent out soon.

- Chris Dowden asked a question regarding meeting minutes since a record of the meeting must be made. If staff is not present, how does that happen?
  - Helene Hvizd will pass this question along to their sunshine law expert.
- E. Part A Expenditure Report: Thomas Eaton**
- None.
- F. Executive Committee: Chris Dowden**
- None.
- G. LGBTQ: Kim Enright**
- Not present.
- H. LPAP: Felisha Douglas**
- Not present.
- I. Membership: 'Richardo Jackson**
- Richard gave the membership report. He noted there was a member that recently dropped out and they have concerns on the tedious process for new members. In addition, quorum requirement was addressed due to our venerable members. Richardo mentioned supporting new members with whatever questions they may have. The next membership meeting will be on 07/21 and it will be put on the agenda to implement a committee member mentorship program while staying within the rules or coming up with an online module.
- J. P & A: Kenny Talbot**
- None.
- K. QMEC: Hector Bernardino**
- Not present. Meeting was rescheduled last month due to no quorum.
- L. Planning: Chris Dowden**
- Chris Dowden gave the planning report. They are currently in the process of coming with the goals and objectives for the National HIV plan for prevention and care.
- M. Community Awareness: Cecil Smith**
- Not present.
- N. Ad-Hoc Housing: Felisha Douglas**
- Not present.
- O. Ad-Hoc Bylaws: Chris Dowden**
- None.
- XIV. Other Business: None.**
- XV. Announcement:**
- 7/15 Fundraiser concert for CBA Donna Singer will be there
  - Women's Rise Up CBA Dinner presentation on 06/24 at 6:30 pm
  - Found care is hosting a walk on the beach it is in honor of long-time survivor day on singer island and will be on 06-25-22
- XVI. Adjournment: Meeting was adjourned at 4:50 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.*