

Palm Beach County HIV CARE Council  
CARE Council Meeting  
*Monday, January 26, 2015*  
Minutes

**Members Present**

Marsharee Chronicle  
Quinton Dames  
Mitchell Durant  
Kim Enright  
Don Hilliard  
Mary Kannel  
Glenn Krabec  
Kelly Martes  
Thomas McKissack  
Larry Osband  
Lilia Perez  
Shirley Samples  
Cecil Smith  
Denise St. Joy  
Jeannette Tomici

**Member Absent**

Charles Brooks  
\* Melissa McGee  
\*Mary Jane Reynolds  
Vicki Tucci  
Tony White

**Support Staff**

Sam Freels

**CARE Council Staff**

Pat Cruzata

**Grantee Staff**

Anna Balla  
Geoff Downie  
Frank Frank  
Helene Hvizd  
Shoshana Ringer  
Nadia Najarro

**Guests**

Psyche Doe  
Nicole Frederick  
Marie Presmy

Chris English  
Richardo Jackson  
Linda Warren

Elya Francis  
Beatrice Manning

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- I. The CARE Council Meeting was called to order at 2:35p.m. by Chair, Mary Kannel, at the Mayme Frederick Building. Roll was taken, **a quorum was present**. Guests were introduced.
  
  - II. A Moment of Reflection:

**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. **Motion** by Larry Osband, **second** by Shirley Samples to accept the excused absences for Melissa McGee and Mary Jane Reynolds as presented. **Motion carried.**

IV. **Motion** by Larry Osband, **second** by Marsharee Chronicle to accept the January 26, 2015 CARE Council Meeting Agenda as presented. **Motion carried.**

V. **Motion** by Larry Osband, **second** by Glenn Krabec to accept the November 12, 2014 CARE Council Meeting Minutes as presented. **Motion carried.**

**Motion** by Larry Osband, **second** by Marsharee Chronicle to accept the December 11, 2014 Emergency CARE Council Meeting Minutes as presented. **Motion carried.**

VI. **Comments by the Chair:** The Chair introduced Helene Hvizd as the new County Assistant Attorney /Staff Attorney to the committee. Helene explained her history and work experiences and she looks forward to working with the CARE Council Committee.

Mary Kannel stated the 2015 Annual Retreat was a great success and she thanked the Department of Community Services and the Health Council Southeast Florida for their hard work. Mary thanked Sam Freels for preparing the centerpieces Shadow Boxes for Ryan White Timeline. Sam is in the midst of contacting the BCC to see if they could be display the shadow boxes on the wall as well as when agencies or municipalities are having events, they could borrow them. She stated that it has been done in the past with the quilt.

Geoff Downie thanked both Pat and Sam for all the work put into the Retreat; he noted that it was really appreciated.

VII. **Public comments:** There were none.

VIII. **Educational Moment:** There was none.

IX. **Standing Reports & Updates**

A. **Health Care Reform:** Nadia Najarro gave a brief report on the important Health Insurance Marketplace dates:

- November 15, 2014: 2015 Open Enrollment started
- December 31, 2014: Coverage ended for all 2014 Marketplace plans
- January 1, 2015: 2015 Coverage could have begun
- February 15, 2015: Open Enrollment ends

For additional information, please visit the <http://www.healthcare.gov/marketplace-deadlines/key-dates/>.

B. **Legislature Updates:** Vicki Tucci—there was no report.

- C. **CPP Updates:** Larry Osband gave brief updates; he stated that Lorenzo Lowe is the new Chair and that he is the Vice-Chair.
- D. **Part B Report; Patient Care & 4BNWK Report:** Mitchell Durant gave updates concerning the ADAP list. Mitchell reported the total number of clients on the ADAP list, he stated that 61 clients enrolled into an insurance plan and 37 clients was not eligible and 3 clients declined. He stated he will give more information upon the State updates.  
Mitchell provided a 2015 Senate Legislation Summary that is compiled by the Bureau of Communicable Diseases with the bills and statues. He noted that the Bills may impact as the section starts, but he would keep the members updated or the Legal Aid Society staff could provide updates.  
Mitchell provided an Expenditure Report, Ryan White Part B, Patient Care Network and Patient Care funding spreadsheet and explained the report to the committee.
- E. **Surveillance Report:** Psyche Doe explained the report, if you have any questions; please feel free to contact her. Psyche will provide training on the Surveillance Report for CARE Council members and the agencies prior to an Executive Committee meeting in March or April upon request.
- F. **Medicaid Report:** Kelly Martes reported that Area 9 Medicaid office will be closing their office effective as of June 30, 2015; she will be resigning. At this time she is uncertain who would be replacing her. Mary Kannel stated that this would have an impact on the clients and provision of services and what insight could she provide, she was uncertain, but it may be Miami or the Fort Myers areas. Geoff asked who to reach out to, but Kelly Martes was unsure. Kelly stated that there would be a call center for the clients. The committee thanked Kelly Martes for her services.
- G. **Part A Report:** Geoff Downie stated that he wanted to address the following issues;
1. Geoff announced that the recommendations for the GY 15 Funding were release to applicants today. He noted that the recommendations are going forward before the BCC on February 3, 2015—he stated that the goal is to get contracts in place by April 7. He stated that he has all the recommendations for the service category except for our local pharmacy program and he explained the situation.
  2. He announced the new LPAP Committee is working in the local pharmacy program; the committee will meet each month.
  3. He stated that the contract for Data Management is going forward, it should be available by February 1, it was noted that it would not be in operation at that time, but it is in the process. It should available late June or July. Mary asked if Geoff wanted a standing report for the LPAP standing committee or will it be included in the Part A Report, Geoff stated that he will reach-out to Chris Dowden and let her know.
- H. **Expenditure Report:** Frank Frank gave updates and he explained the expenditure report to the committee members.
- I. **Membership:** Kim Enright reported that she has a motion that is not listed under new business. At the last Membership meetings, three members were removed due to lack of attendance according as described in the Palm Beach County HIV CARE Council Bylaws and

applicable Policies and Procedures. She explained the discussion from Tammy Fields referring to that the County can remove CARE Council members due to not being in compliance, which in the past—Membership has taken care of removal.

Kim stated that Lavan Harper, Randall Rich and Elizabeth Robinson were removed due to lack of attendance. She stated that the Bylaws Ad hoc Committee will convene next month, if anyone has any suggestion or changes needed, please let staff know.

- X. Unfinished Business and General Orders: There was none.
- XI. Old Business:
  - A. Request for Revision for the GY 15 Level Funding Budget- voted were Consensuses due to no quorum—Recommend to ratify the vote for the following:
    - 1. Geoff recommended the following service category changes, after discussion the committee recommendations was carried.
      - a. **Motion** by Glenn Krabec, **second** by Marsharee Chronicle to accept to reduce \$10,000 from the Drug Local Supplemental. **Motion carried.**
      - b. **Motion** by Don Hilliard, **second** by Larry Osband to reduce \$27,446 from Home Health Care. **Motion carried.**
      - c. **Motion** by Don Hilliard, **second** by Larry Osband to increase \$37,446 into Oral Health Care. **Motion carried with 4 Abstained.**
        - 1. Mary Kannel abstained because of the Oral Health Services and her relationship with the Florida Department of Health in Palm Beach County, and the law requires that it is stated in the minutes.
        - 2. Mitchell Durant abstained because of the Oral Health Services and his relationship with the Florida Department of Health in Palm Beach County, and the law requires that it is stated in the minutes.
        - 3. Lilia Perez abstained because of the Oral Health Services and her relationship with Foundcare, Inc., and the law requires that it is stated in the minutes.
        - 4. Quinton Dames abstained because of the Oral Health Services and his relationship with Foundcare, Inc., and the law requires that it is stated in the minutes
    - 2. Request for Additional Allocations for Mai: After discussion.
      - a. **Motion** by Larry Osband, **second** by Marsharee Chronicle to accept to reduce \$86,978 from the Medical Case Management (MAI) as presented. **Motion carried.**
      - b. **Motion** by Don Hilliard, **second** by Glenn Krabec to increase \$86,978 into the Early Intervention Services as presented. **Motion carried with 2 Abstained.**

Lilia Perez abstained because of the increase into the Early Intervention Services and her relationship with Foundcare, Inc, and the law requires that it is stated in the minutes.

Quinton Dames abstained because of the increase into the Early Intervention Services and his relationship with Foundcare, Inc., and the law requires that it is stated in the minutes.

1. **Motion** by Don Hilliard, **second** by Glenn Krabec to increase Early Intervention Services with Mai by \$86,978 as presented. **Motion carried with 2 Abstained.**

Lilia Perez abstained because of the increase into the Early Intervention Services MAI and her relationship with Foundcare, Inc, and the law requires that it is stated in the minutes.

Quinton Dames abstained because of the increase into the Early Intervention Services MAI and his relationship with Foundcare, Inc, and the law requires that it is stated in the minutes.

XII. **New Business:** Approval of the Recommendations from Membership Committee

1. **Motion carried** to approve the Membership Committee recommendation to accept Julie Graham resignation letter as presented.
2. **Motion carried** to approve the Membership Committee recommendations to accept Rosalyn Collins resignation letter as presented.
3. **Motion carried as amended** to approve the Membership Committee recommendations to convene a Bylaw Ad hoc Committee to review the Bylaw and Policy as presented.
4. **Motion carried** to approve the Membership Committee recommendations to accept Mary Jane Reynolds' leave of absence letter from October 2014 to February 2015 as presented.

Kim Enright reminded the committee members that the Bylaws Ad hoc Committee will convene on February 3, 2015 @ 12:30 at the HCSEF, 600 Sandtree Drive, Suite 101, Palm Beach Gardens, FL.

XIII. **Other Business:**

- A. Geoff explained the GY 15 Level Funding Budget (version 2) and he provided the background what changes occurred. The GY 15 Proposed Amount, (version2) for the Early Intervention Services including the MAI is \$294,111. The recommendations were to increase \$82,378 into the Early Intervention Services Category as presented. After discussion, **motion** by Larry Osband, **second** by Glenn Krabec to accept the GY 15 Level Funding Budget (version 2) as presented. **Motion carried with 2 Abstained.**
1. Mary Kannel abstained because of the Early Intervention Services including the MAI and her relationship with the Florida Department of Health in Palm Beach County, and the law requires that it is stated in the minutes.

2. Mitchell Durant abstained because of the Early Intervention Services for Early Intervention Services including the MAI and his relationship with the Florida Department of Health in Palm Beach County, and the law requires that it is stated in the minutes.

XIV. **Announcement:**

1. Glenn Krabec announced that the HRSA Training is scheduled for Friday, February 20, 2015 at the Mayme Frederick Building, 1440 Dr. MLK JR. Blvd., Riviera Beach, FL 33404. Glenn stated that the Flyers are available with more information. Geoff provided the break down for the timeframe for the HRSA training.
2. Mitchell Durant acknowledge Ryan White Part A, HCSEF, Compass and Foundcare for completing the enrollment for the ADAP clients and he stated that he really appreciate everyone effort.

IV. **Adjournment:** With no further business, the CARE Council Meeting was adjourned at 3:57pm at the Mayme Frederick Building, 1440 Dr. Martin Luther King Jr. Blvd., Riviera Beach, FL.

Approved as presented 2-23-15 pc