

**Palm Beach County HIV CARE Council**  
**CARE Council Meeting**  
**Monday, January 27, 2014**  
*Minutes*

**Members Present**

Cindy Barnes  
Rosalyn Collins  
Quinton Dames  
Mitchell Durant  
Kim Enright  
Lavan Harper  
Don Hilliard  
Mary Kannel  
Glenn Krabec  
Melissa McGee  
Thomas McKissack  
Shantreirra Monroe  
Larry Osband  
Mary Jane Reynolds  
Shirley Samples  
Cecil Smith  
Vicki Tucci

**Members Absent**

\*Marsharee Chronicle  
\*Julie Grahams

**Support Staff**

Sam Freels  
Leah Suarez

**CARE Council Staff**

Pat Cruzata

**Grantee Staff**

Anna Balla  
Geoff Downie  
Tammy Fields  
Shoshana Ringer  
Sharon O'Neill  
Mark White

**Guests**

James Agbodzakey  
Metris Batts  
Yolette Bonnet  
Wismy Cius  
Psyche Doe

Chris English  
Carrie Hough  
Kelly Martes  
Beatrice Manning  
Rik Pavlescak

Marie Presmy  
Donna Sabatino  
Kenny Talbot

\*Denotes an excused absence

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I. The CARE Council Meeting was called to order at 2:33p.m. by Chair, Mary Kannel, at the Mayme Fredrick 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 excused absences. **Motion carried.**

IV. **Motion** by Larry Osband, **second** by Shirley Samples to accept the January 27, 2014 CARE Council Meeting Agenda as amended. **Motion carried.**

V. **Motion** by Larry Osband, **second** by Don Hilliard to accept the October 28, 2013 CARE Council Meeting Minutes as presented. **Motion carried.**

**Motion** by Larry Osband, **second** by Cindy Barnes to accept the December 19, 2013 Emergency CARE Council Meeting Minutes as presented. **Motion carried.**

VI. **Comments by the Chair:** The Chair stated that there are no serious changes or updates from the last week from the ACA—everyone needs to assist with getting the information out. The Chair stated that if a client is not working with a Navigator or Case Management—encouraged people to look at the formulary, the providers and the hospitals that are covered under the ACA.

VII. **Public Comments:** There was none.

VIII. **Educational Moment:** Tammy Field gave an informative presentation on Attendance Policy on establishing and updating the uniform policies and procedures for Palm Beach County Advisory Boards. Tammy stated that the Palm Beach County HIV CARE Council Board actually has a liberal attendance policy than any other Palm Beach County Advisory Board—it only allows for excused absences in the event of an illness and the accommodations were made because of the nature of the CARE Council.

Tammy stated that there would be updates on the Resolution that created the CARE Council to ensure that all the Resolutions are up-to-date. It was noted for the record that the attendance record relate to the CARE Council members only.

The Chair asked for each committee chair to review their committee members' attendance.

Tammy stated that the attendance calendar starts January 1—under the Board of County Commissioners Policy.

IX. **Standing Reports & Updates:**

- A. **Legislative Update:** Vicki Tucci gave a brief report—it was noted that the Federal Poverty Guideline increased up to 1.5%.
- B. **Health Care Reform:** Vicki Tucci stated there were no main updates.
- C. **CPP Updates:** Metris Batts distributed a report to the committee, it was noted that Marlinda Jefferson step down from her position and the body elected Larry Osband. Larry announced that the Community Awareness Event that would be held in February.
- D. **ADAP Update:** Wismy Cius gave an overview on the ADAP updates, it was noted that currently as of January 17, 2014, there are 1,343 clients in the ADAP program. Wismy stated as of March 1, they would start their Fast Track Program.
- E. **Patient Care & 4BNWK Report and Part B Report:** Chris English reviewed the documents and gave updates to the committee.

- F. **MAC Report:** Metris Batts provided and explained the Minority AIDS Coordinator Report to the committee.
- G. **Patient Care Update including ADAP:** Mitchell Durant briefly explained and distributed his report to the committee. Mitchell suggested for Psyche Doe to be added to the agenda under the standing reports/updates at each CARE Council meeting.
- H. **Medicaid Report:** Cindy Barnes provided the committee with the following updates. Cindy provided the committee with a document of a snapshot of the Florida Medicaid Managed Medical Assistance Program. Cindy provided the committee with a website [www.flmedicaidmanagedcare.com](http://www.flmedicaidmanagedcare.com) for plans and deadline dates and other updates. It was noted that the client would received a letter in May and again in June the client would receive a second letter with the changes. Mary stated for anyone who has contact with clients; to make clients aware of the changes from AHCA.
- I. **Part A Report:** Geoff Downie provided the committee with updates. Geoff stated that he received a partial Grant Award for \$2.2 million –he stated that he would be working with the providers to set up the contract going with Level Funding. Geoff stated that the contracts would be in effect April 15, 2014. The consensus stated that there is an issue with the contract going forward in April. There need to be a letter from the County stating that reimbursements would be provided prior to March 1.

Geoff announced that the 2014 Annual Retreat would be scheduled this Friday, January 31, 2014. Geoff asked for volunteers for note-takers—plans are to have one person at a table to take the notes. See staff to sign up.

Geoff stated that the ACA limitation in Florida, Part A is sending representatives to Tallahassee in February for a couple of days to meet with Part B Management on the enrollment issues.

Mark White explained and provided a copy of the expenditure report to the committee.

- J. **Membership Update:** Glenn Krabec informed the committee on following updates.
  - 1. Cindy Barnes withdraws her resignation; the membership committee will review the seating matrix to designate a new seat number for her.
  - 2. Juny Denunizo submitted a letter of resignation to the committee.
  - 3. Rafael Abadia, Chair for the CARE Council resigned from his position for personal reasons. After discussion, **motion carried** to accept Juny Denunizo and Rafael Abadia resignation letter(s).

Staff will send a letter to Juny Denunizo and Rafael Abadia thanking them for their services on the CARE Council.

X. **Unfinished Business and General Orders:** There was none.

XI. **New Business:**

- A. **Resignation of Rafael Abadia, Chair:** Mary Kannel stated prior to his resignation, she was the acting Chair, according to the Bylaws, she is now the Chair. Mary Kannel explained the election process for the vice chair and she nominated Shantreirra Monroe to be the Vice Chair. Shantreirra Monroe accepted and explained her work experiences and she thanked

the committee. The floor was opened for any other nominations, after brief discussion, **motion** by Shirley Samples, **second** by Larry Osband to close the nomination process for the Vice Chair position. **Motion carried.** The Chair and committee thanked and welcomed Shantreirra Monroe as the Vice Chair. It was noted that Mary Kannel and Shantreirra Monroe positions are only until May 2014.

B. **Vote: Approval of Committee Recommendations**

**Motion carried** to approve the Quality Management Committee Cultural and Linguistic Competency Standards of Care as presented.

1. **Motion carried** to adopt Policy 27—the Process for Notification of Changes to Membership as amended.
2. **Motion carried** to approve to forward the following individuals for CARE Council Membership: Kelly Martes and Randall Rich as presented.

C. **2014 Officer Election Nominations:** The Chair stated that election would be in May. Please fill out the nomination form and return to the Secretary. Glenn Krabec stated at the May's meeting the floor would be opened for nominations.

D. **New RFP Policy:** Geoff Downie explained that the new RFP policy would be posted on the website. The process of the RFP would be applied to the Grant year.

E. **CDC Prevention Grant:** Geoff Downie stated that the Grantee office was unable to go forward with the CDC Prevention Grant. However, Geoff stated that there were positive outcomes that resulted from the CDC Prevention Grant.

**XII. Other Business:**

- A. Retreat Discussion: Discussed. Don Hilliard added that there would be a table set-up in the lobby with literature.
- B. Larry Osband gave brief updates on the Palm Tran and would bring more information when available.
- C. Tammy Fields clarified Larry's statement and she stated that there would be a discussion for changes that could occur –stay tune for more information.
- D. Donna Sabatino stated that she left literature on HIV on the table.

**XIII. Adjournment:** With no further business, the CARE Council Meeting was adjourned at 4:02 p.m. at the Mayme Fredrick Building, 1440 Martin Luther Blvd., Riviera Beach, FL.