

**Palm Beach County HIV CARE Council**  
**CARE Council Meeting**  
**Monday, April 30, 2012**  
*Minutes*

**Members Present**

Rafael Abadia  
Cindy Barnes  
Bobbie Cleveland  
Rosalyn Collins  
Kim Enright  
Don Hilliard  
Marlinda Jefferson  
Mary Kannel  
Glenn Krabec  
Melissa McGee  
Thomas McKissack  
Shantreirra Monroe  
Larry Osband  
Mary Jane Reynolds  
Shirley Samples  
Kenny Talbot  
Juny Tetevi  
Vicki Tucci

**Members Absent**

\*Cecil Smith  
Nicole Leidesdorf  
Lorenzo Robertson

**Grantee Staff**

Anna Balla  
Tammy Fields  
Bob Guarascio  
Sonja Holbrook  
Sheron Hoo-Hing  
Nadia Barreto-Najarro  
Sharon O'neill  
Shoshana Ringer

**CARE Council Staff**

Pat Adams

**Lead Agency Staff**

Kim Bradley

**Patient CARE/Network**

Mitchell Durant

**Guests**

Yollette Bonnet  
Sara Donaldson  
Chris English  
Elaine Esplin  
Lorenzo Lowe  
Beatrice Manning  
Rik Pavlescak  
Marie Presmy  
Randy Rich  
Donna Sabatino  
Andrew Taylor

\*Denotes an excused absence

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- I. The CARE Council Meeting was called to order at 2:32pm 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 Don Hilliard to accept the April 30, 2012 CARE Council Meeting Agenda as amended. **Motion carried.**
  
  - V. **Motion** by Larry Osband, **second** by Don Hilliard to accept the January 30, 2012 CARE Council

Meeting Minutes as presented. **Motion carried.**

**VI. Comments by the Chair:** The Chair thanked everyone for all of their support over the last three years. She indicated that each member is appreciated and is valued. The Chair added that she appreciated each member who asked questions during committee meeting and thanked everyone.

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

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

**IX. Standing Reports & Updates:**

- A. **Legislative Update:** Vicki Tucci reported that the Trust Funds would be exhausted by 2033—3 years earlier than the estimate in last year's report.
- B. **CPP Updates:** Larry Osband gave an overview on the CPP updates, it was noted the campaign, “Test Palm Beach County” would be on billboards, buses and other modes of advertising.
- C. **ADAP Update:** Mitchell Durant reported that currently there are 1023 enrolled in ADAP program in Palm Beach County.
- D. **Patient Care & 4BNWK Report:** Chris English gave an update on both the Patient Care Network (4BNWK) and the Palm Beach County Health Department Patient Care Expenditures (4B000) reports to the committee, it was noted that the spending is on target. **Patient Care Update including ADAP:** Mitchell Durant reviewed and discussed the Palm Beach County Health Department Patient Care Report.
- E. **Medicaid Report:** Cindy Barnes reported for long-term care population—in the process of sending out invitations to negotiate all recipients to enroll in the program.
- F. **Part A Report:** Sonja Holbrook discussed and gave an overview of the following topics.
  - 1. Sonja informed the committee the Eligibility program is coming along. Case Management Agencies have designated eligibility workers who are separated from case managers. Sonja added the last piece is to have an eligibility worker stationed at the Delray Beach, and 45<sup>th</sup> Street Health Departments to do eligibility screenings for those who are not case managed, which equates approximately 850 clients.
  - 2. Sonja reported that the RFP recommendations went to the Board of County Commissioners on February 7, 2012, it was noted that this is the first time Ryan White Part A followed this process. Sonja stated that they worked to make the process transparent.
  - 3. Sonja informed the committee about the Ryan White FY12 award received and the spreadsheet shows a 3.1% increase.
  - 4. Sonja reported that the Board of County Commissioners approved the Formula and MAI Contracts on April 3 and April 17, 2012.
  - 5. Sonja informed the committee that the Amended Contracts and Supplemental Contract are going to the Board of County Commissioners on June 5, 2012.
  - 6. Sonja reported that Shoshana Ringer is measuring the MSOC and SSOC.
  - 7. Sonja reported that the CAREWare data is under review to ensure data accuracy and integrity.
  - 8. Sonja stated that the Comp Plan Final Draft is completed, which was a huge accomplishment thanks to Nadia Najarro.
  - 9. Sonja stated the CARE Council Retreat was a huge success. Sonja thanked Kim

Bradley, Julie Graham and Pat Adams.

10. Sonja reported that Steve Misshula is no longer with the program. He was promoted within the County. He will be missed.
  11. Sonja announced that the Ryan White program has a new staff member, Anna Balla, Grant Compliance Specialist. Anna previously worked with Ryan White as a Financial Analyst, which is the position Steve Misshula previously held.
- G. **Part B Report:** Kim Bradley gave an overview on the Part B Report, it was noted that Part B is working with providers during this transition. Mary Kannel thanked Kim Bradley for her services with HCSF.
- H. **Membership Update:** Kim Enright-There was no report.

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

XI. **New Business:**

- A. Annual Elections: Mary Kannel opened the floor for any other nominations. Mary reminded the committee members to print and sign their name legibly. As a reminder, there are no secret ballots. The ballots will become Public Record. Tammy Fields counted the ballots and gave the results of election.
1. Rafael Abadia was elected as Chair for the CARE Council.
  2. Cecil Smith was elected as Vice-Chair for the CARE Council.
  3. Don Hilliard was elected as Treasurer for the CARE Council.
  4. Kim Enright was re-elected as the Secretary for the CARE Council. Tammy Fields stated for the record, that Kim Enright vote was done by affirmation.

Mary Kannel congratulated the elected officers and stated that they are going to do well and take the committees forward.

- B. **Public Forums Schedule:** Mary Kannel provided the committee the locations, dates and time of the six public forums. Mary Kannel thanked Pat Adams for organizing the Public Forums.
- C. **Vote: Approval of Committee Recommendations;**
1. **Motion carried** to approve the Joint Medical & Support Services Committee's recommendation to approve the 2011 Ryan White Revised Mental Health Standards of Care.
  2. **Motion carried** to approve the Joint Medical & Support Services Committee's recommendation to approve the Outpatient Specialty Medical Care—Standards of Care as presented.
  3. **Motion carried** to approve the Joint Medical & Support Services Committee's recommendation to approve the Draft Eligibility Criteria for Palm Beach County HIV/AIDS Services provided by Ryan White Part A as amended.
  4. **Motion carried** to approve the Quality Management Committee's recommendation to approve the Quality Management Plan as amended.
  5. **Motion carried** to approve the Planning Committee's recommendation to approve the Palm Beach County EMA Comprehensive Plan 2012-2015 as presented.
  6. **Motion carried** to approve the Membership Committee's recommendation that Marie Presmy to be forward for CARE Council for membership.
  7. **Motion carried** to approve the Membership Committee's recommendation to renew the term of Kenny Talbot.

8. **Motion carried** to approve the Priorities and Allocations Committee's recommendation to approve the Palm Beach County HIV CARE Council Part A-Ryan White Care Act Grant Service Category Definitions as amended.
9. **Motion carried** to approve the Priorities and Allocations Committee's recommendation to approve to move \$300,000 into Medical Case Management as presented.
10. **Motion carried** to approve the Priorities and Allocations Committee's recommendation to approve to move \$100,000 into Specialty Outpatient Medical Care as presented.
11. **Motion carried** to approve the Priorities and Allocations Committee's recommendation to approve to move \$56,994 into Housing Services as presented.

**XII. Other Business:**

- A. Sonja Holbrook added that there is a lot of work by the CARE Council Chair that goes on behind the scene. Sonja stated that Mary Kannel embraced her leadership over the last three years, and effectively guided us. Sonja thanked Mary Kannel for her services.
- B. Juny Tetevi announced the second Annual Haitian Heritage Health Fair that would be on Saturday, May 26, 2012 from 10:00a.m. to 5:00p.m.. Please contact the Haitian-American Solidarity Center-PBC, Inc. @ [solidaritybpc@gmail.com](mailto:solidaritybpc@gmail.com) or by phone (561) 502-8968. The Health Fair is open to anyone interested in attending.

**XIII. Adjournment:** With no further business, the CARE Council Meeting was adjourned at 3:38 pm at the Mayme Fredrick Building, 1440 Martin Luther Blvd., Riviera Beach, FL.