

Palm Beach County HIV CARE Council
CARE Council Meeting
Monday, July 29, 2013
Minutes

Members Present

Cindy Barnes
Marsharee Chronicle
Kim Enright
Julie Graham
Don Hilliard
Mary Kannel
Glenn Krabec
Melissa McGee
Thomas McKissack
Shantreirra Monroe
Mary Jane Reynolds
Shirley Samples
Cecil Smith
Vicki Tucci

Members Absent

*Rafael Abadia
Rosalyn Collins
Lorenzo Lowe
*Larry Osband
Juny Tetevi

CARE Council Staff

Pat Cruzata

Agency Staff

Amy Moyer

Guests

Metris Batts
Justin Ferrill
Kelly Marte
Marie Presmy

Grantee Staff

Anna Balla
Renee Constantino
Geoffrey Downie
Sonja Holbrook
Pamela Eidelberg
Bob Guarascio

*Denotes an excused absence

I. The CARE Council Meeting was called to order at 2:35p.m. by Vice-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 Glenn Krabec, **second** by Shirley Samples to accept excused absences. **Motion carried.**

IV. **Motion** by Don Hilliard, **second** by Shantreirra Monroe to accept the July 29, 2013 CARE Council Meeting Agenda as amended. **Motion carried.**

V. **Motion** by Glenn Krabec, **second** by Don Hilliard to accept the May 20, 2013 CARE Council Meeting Minutes as presented. **Motion carried.**

Motion by Marsharee Chronicle, **second** by Melissa McGee to accept the June 24, 2013 CARE Council Meeting Minutes as presented. **Motion carried.**

Motion by Don Hilliard, **second** by Marsharee Chronicle to accept the July 15, 2013 Emergency CARE Council Meeting Minutes as presented. **Motion carried.**

VI. Comments by the Vice-Chair: The Vice-Chair welcomed Geoffrey Downie as the Manager to Ryan White Part A. Geoffrey Downie explained his work experiences with various agencies. He stated that he has been emerged in Ryan White for the past year 1 ½. The Vice-Chair stated that the Chair, Rafael Abadia is on leave of absences for a couple of months.

VII. Public Comments: There was none.

VIII. Standing Reports & Updates:

- A. **Legislative Update:** Vicki Tucci—There was no report
- B. **Health Care Reform:** Geoffrey Downie stated that he would send Nadia’s report to the committee members by email.
- C. **CPP Updates:** Shantreirra Monroe announced that the CPP is in the planning process of World AIDS Day Event.
- D. **Patient Care & 4BNWK Report and Part B Report:** There was no report.
- E. **MAC Report:** Metris Batts distributed a list of upcoming National HIV Observance Days conference call. Please note that the contact number and pass code is listed.
- F. **Patient Care Update including ADAP:** There was no report.
- G. **Medicaid Report:** Cindy Barnes reported that the Medicaid Long-Term Care Program has started in some of the counties effective as of August 1, 2013. As of September 1, 2013, Medicaid Long-Term Care Programs starts in Palm Beach County.
- H. **Part A Report:** Geoffrey Downie gave the committee updates from Part A. Report.
 - HRSA Grant guidance should be released by August 9, 2013
 - The Grantee sent out an email to the providers – regarding a balance of \$152,934 that needs to be allocated for the current grant year from the P & A meeting and the carryover request from FY 12 for \$241,000. The providers had to submit their proposals to the Grantee’s office on Friday, August 9, 2013 by 5:00p.m.
 - Bob Guarascio explained the expenditure report, it was noted that several service categories were under spent and should be at 33%. Kim Enright recommends putting percentages on the expenditure spreadsheet for clarity.
- I. **Membership Update:** Glenn Krabec stated under new business, he would be bringing up some new members. Glenn asked if anyone knows people at Urban League of Palm Beach County that would like to become a CARE Council member, please contact staff.

IX. Unfinished Business and General Orders: There was none.

XI. New Business:

- A. Approval of Committee Recommendations
The Priorities and Allocations Committee recommends the approval of the Demonstrated Need Worksheet (Column “K”) as presented (*please see 1-6*).
 1. **Motion carried** to approve the Priorities and Allocations Committee approving \$820,636 in to the Laboratory Diagnostic Tested as presented. **2 abstained.**
 2. **Motion carried** to approve the Priorities and Allocations Committee approving \$525,392 to remain into the Oral Health as presented. **2 abstained.**
 3. **Motion carried** to approve the Priorities and Allocations Committee approving \$122,000 into the Early Intervention Services as presented. **1 abstained.**

4. **Motion carried** to approve the Priorities and Allocations Committee approving \$500,000 into the Health Insurance Premium & Cost Sharing Assistance as presented. **1 abstained.**
 5. **Motion carried** to approve the Priorities and Allocations Committee approving \$663,018 into the Eligibility (non-medical eligibility) as presented. **1 abstained.**
 6. **Motion carried** to approve the Priorities and Allocations Committee approving \$75,000 into the Substance Abuse Residential as presented. **1 abstained.**
 7. **Motion carried** to approve the Membership Committee recommendations to remove Lorenzo Lowe from the Palm Beach County HIV CARE Council due to lack of attendance as described in the Palm Beach County HIV CARE Council Bylaws and applicable Policies and procedures.
 8. **Motion carried** to approve the Joint Support & Medical Services Committee approving the Medical Services Committee 2013 Work Plan as presented.
- B. Food Assistance: Cecil Smith stated since food vouchers were reduced or eliminated, what other programs could be restored for food assistance. The Vice-Chair explained how the Medical and Support Services works, it was noted that food is a part of the Support Services, which covers 25%.

Sonja added that the last quarter, Ryan White spent \$130,000, so if it were projected for a year, the total would be \$500,000 for food. She stated if the funding grid was reviewed, it would show that amount has not been spent in 10 years.

Sonja added that the agency determines the amount for the food vouchers, which is calculated by the eligibility grid. Vicki Tucci added that there would be a Joint Medical & Support Committee meeting on August 8, 2013 to discuss the food assistance.

- C. New Members & Renewals: Glenn Krabec stated that the membership committee interviewed three people, the Membership Committee recommends forwarding the following individuals for CARE Council Membership: Mitchell Durant, Quinton Dames and Lavan Harper.

The Membership Committee recommends the renewal of terms for the following members: Rafael Abadia, Cindy Barnes, Rosalyn Collins, Kim Enright, Don Hilliard, and Melissa McGee.

Motion carried to approve the Membership Committee recommendations to forward the following individuals for CARE Council Membership; Mitchell Durant, Quinton Dames and Lavan Harper and to recommends the renewals of terms for the following members: Rafael Abadia, Cindy Barnes, Rosalyn Collins, Kim Enright, Don Hilliard, and Melissa McGee as presented.

Amy Moyer announced that Latoya Osborne is no longer with HCSEF effective as of July 18, 2013. She except a job opportunity in Jacksonville, Florida and she will be missed. Staff will send her a letter to thank her for her services with the CARE Council.

Amy stated that her replacement is Sam Freels, she will start on August 1, 2013 it was noted that she has a background in Public Health.

XII. Other Business:

- A. 2013-Assessment of the Administrative Mechanism: Sonja Holbrook asked each CARE

Council member to fill-out the Grantee Assessment that is submitted with the grant application and to return to the Grantee.

- XIII. Adjournment:** With no further business, the CARE Council Meeting was adjourned at 4:59 p.m. at the Mayme Fredrick Building, 1440 Martin Luther Blvd., Riviera Beach, FL.

Approved as presented 8-12-13 PC