

Palm Beach County HIV CARE Council
CARE Council Meeting
Monday, June 27, 2011
Minutes

Members Present

Rafael Abadia
Bobbie Cleveland
Kim Enright
Don Hilliard
Marlinda Jefferson
Mary Kannel
Glenn Krabec
Larry Osband
Mary Jane Reynolds
Lorenzo Robertson
Shirley Samples

Members Absent

William Albury
Cindy Barnes
Rosalyn Collins
Cecil Smith
*Kenny Talbot

CARE Council Staff

Pat Adams

Lead Agency Staff

Kim Bradley

Grantee Staff

Patricia Davis
Tammy Fields
Sonja Holbrook
Steve Misshula
Shoshana Ringer
Sharon O'Neill

Guests

Lea Brown
Marsharee Chronicle
Chris English
Patrice Huntley

Nicole Leidesdorf
Beatrice Manning
Sha'Wanda Manual
Melissa McGee

Thomas McKissack
Shantreirra Monroe
Julia Murphy
Shane O'Meara
Rik Pavlescak

*Denotes an excused absence

- I. The CARE Council Meeting was called to order at 2:36pm 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** Shirley Samples to accept excused absences. **Motion carried.**

- IV. **Motion** by Larry Osband, **second** Don Hilliard by to accept the June 27, 2011 CARE Council Meeting Agenda as amended. **Motion carried.**

- V. **Motion** by Larry Osband, **second** by Shirley Samples to accept the May 23, 2011 CARE Council Meeting Minutes as amended. **Motion carried.**
- VI. **Comments by the Chair:** Mary Kannel announced that today is National AIDS Testing Day and she thanked all the organizations. The Chair added that Palm Beach County was unbelievable. Palm Beach County took over as far as activities. We all are doing a great job, and it is getting out—getting people tested. Our mission is to get people in care.
- VII. **Public Comments:** Mary Kannel welcomed Rev. Lea Brown who is the new pastor of the Metropolitan Community Church, which is located on North Lake Blvd in Palm Beach Gardens.

The Chair thanked the Community Awareness members who volunteer for the Man up Fest at Games Park, in West Palm Beach— a special thanks to Shirley Samples, Beatrice Manning and Melissa McGee who worked the entire day at the event.

- VIII. **Educational Moment:** Steve Misshula gave an enlightening presentation on the process of the Priorities and Allocations. Steve explained the Priorities & Allocations Process for FY 2011-2012 Work Plan.

IX. **Standing Reports & Updates:**

A. **Committee Chair Announcement:** The Chair thanked all the previous committee chairs for their outstanding work that they have done. Mary Kannel announced the following people who will Chair the following committees.

- Larry Osband –Planning Committee
- Mary Jane Reynolds –Community Awareness Committee
- Kim Enright –Membership Committee
- Rafael Abadia—Quality Management Committee
- Glenn Krabec—Priorities and Allocations Committee
- Marlinda Jefferson –Both Support & Medical Services Committee

B. **Legislative Update:** Shane O’Meara gave an informative presentation on the Immigrant Advocacy Project that is associated with Legal Aid Society of Palm Beach County. Shane informed the committee that Temporary Protected Status (TPS) program has been extended through January 22, 2013 for Haitian nationals who have been granted Temporary Protected Status. For further assistance, please call (561) 655-8944 ext. 220.

C. **Minority AIDS Coordinator Report:** Lorenzo Robertson stated that the Man up Festival in the Park was successful. Lorenzo stated that over the weekend people fill-out surveys to see if they knew their status. This information will be compiled through survey monkey and forwarded to the Secretary so that it can be forward to the CARE Council. Lorenzo informed the committee about the attended and planned meetings/trainings or activities. One of the events addressed was CUSH (Churches United to Stop HIV) this is a program for Palm Beach County. Lorenzo asked if

anyone wants his or her church involved please feel free to contact him at (561) 992-1132.

- D. CPP Update:** Rafael Abadia gave a brief discussion on the CPP Update. Rafael Abadia will provide CPP standing reports at all future meeting.
 - E. Patient Care & 4BNWK Report:** Chris English gave a brief report on Patient Care & 4BNWK Report, it was noted that all the contracts are completed with the exception of one that is waiting for signature.
 - F. Patient Care Update including ADAP:** Mary Kannel gave a brief summary on the Patient Care Update including ADAP Program— as of June 24, 2011, there are 280 clients on the ADAP waiting list. Ten clients were notified they could enter the ADAP Program and come off the wait list and they did not come in. Mary added that one of the agencies followed-up with an email and phone call the next day. Those were the case managers from the Delray& Riviera Beach Office and ADAP staff. The Chair feels self-confidence at the end of this process that staffs had done everything they could to find the 10 clients.
Mary Kannel gave a progress report on ADAP TrOOP. It is for the clients who are on ADAP or Medicare. All the agencies are working together—the outcome will be that Medicare Part D clients that are in the donut hole will be on ADAP. They will get their medicine during that period. Once they met their Part D requirement, they would be put back on Medicare.
 - G. Part A Report:** Steve Misshula explained the expenditure report for GY 11. Sonja Holbrook gave a brief review of the 2012 Comprehensive Plan Instruction for Ryan White HIV/AIDS Program.
 - H. Update Part B Report:** Kim Bradley reviewed the document.
 - I. Membership Update:** Kim Enright indicated that the minutes would reflect what is going on with the membership committee, it was noted that the distributed list of inventory seats is to be turned in to staff after the meeting.
- X. Unfinished Business and General Orders:** Bylaws update: Rafael Abadia reported that the Bylaws Ad Hoc committee voted to change the CARE Council Members Article III, Section 6: after brief discussion, **motion** by Rafael Abadia **second** by Don Hilliard to accept the change of the CARE Council Bylaws as presented. **Motion carried.**
- XI. New Business:**
- A. Vote:** Approval of Committee Recommendations (see attached)
- XII. Other Business:**
- A. Announcement:**
 1. The Chair announced that the new members' orientation ran well and was informative. Mary thanked the staffs and welcomed the new members to CARE Council.
 2. The next Priorities and Allocations Public Forum II will be held on July 19, 2011 @ 2:00pm at South County Administration Building, Delray Beach.
- XIII. Adjournment:** With no further business, the CARE Council Meeting was adjourned at 4:10 pm at the Mayme Fredrick Building, 1440 Martin Luther Blvd., Riviera Beach, FL.

Committee Recommendations Approved

June 27, 2011

Membership Committee

The Membership Committee recommends the following individual be forwarded for CARE Council Membership: Melissa McGee (seat # 24). **Motion carried.**

The Membership Committee recommends the renewal of terms for the following members: Cindy Barnes, Don Hilliard, Marlinda Jefferson, Kim Rommel-Enright, Rafael Abadia and Rosalyn Collins. **Motion carried.**

The Membership Committee recommends revising Policy 10 in the following manner: Revise the sentence in Section III Number 4 that previously reads, “Interviews shall be conducted by at least two committee members according to a structure interview format.” (This sentence is highlighted on page seventeen of the attached copy of Policy 10) to read “Interviews shall be conducted by at least two committee members—one of which must be the Chair or Vice Chair and a staff member, according to a structure interview format.” **Motion carried.**

Planning Committee

The Planning Committee recommends the approval of the Comprehensive Plan 09-12 as amended. **Motion carried.**

Priorities and Allocations Committee

Priorities and Allocations Committee recommends that the Comprehensive Plan 09-12 Review 1.8 b to read, “Continue to fund Outreach/EIS Services with Ryan White monies”. **Motion carried.**

The Joint Medical and Support Services Committee

The Joint Medical and Support Services Committee recommend the approval of the revised Eligibility Criteria for Palm Beach County HIV/AIDS Services Provided by Ryan White Part A. as amended.

*The added clause to read, “Grandfather in all clients over 400% FPL in all Medical Services categories for up to 1 year to transition to other payer sources”.

The Bylaws Ad Hoc Committee

The Bylaws Ad Hoc Committee recommends changing the CARE Council Bylaws Article III: Section 6 to read as follows.

*The total CARE Council membership shall be a balanced membership of no more than thirty-three (33) members. **Motion carried.**

All recommendations approved as presented.

Approved as presented 7-25-11 PA