



**BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL  
 MEETING AGENDA**

Thursday, January 24, 2018, 9:30 a.m.  
 GC-430

**Chair:** Réquel Lopes **Vice Chair:** Claudette Grant

*Reminder: Meeting Attendance Confirmation Required at least 48 Hours Prior to Meeting Date*

- 1. CALL TO ORDER** (10 minutes)
- 2. WELCOME AND PUBLIC RECORD REQUIREMENTS**
  - a. Welcome and Introductions
  - b. Review Meeting Ground Rules, Public Comment and Public Record Requirements
  - c. Council Member and Guest Introductions
  - d. Moment of Silence
  - e. Excused Absences and Appointment of Alternates
  - f. Approval of 1/24/19 Meeting Agenda
  - g. Approval of 11/29/18 Meeting Minutes
- 3. PHONE INTRODUCTIONS**
- 4. PUBLIC COMMENT** (Up to 10 minutes)
- 5. WRITTEN FEDERAL LEGISLATIVE REPORT HANDOUT** (Kareem Murphy) (Handout A)
- 6. CONSENT ITEMS**

#	Motion	Justification	Proposed By
1	To approve Quality Management Committee Policies & Procedures update.	This change reflects an update of HRSA regarding Service Delivery models.	QMC

**7. DISCUSSION ITEMS**

#	SERVICE CATEGORY	Recommended TO	Recommended FROM	PROPOSED BY
1	Ambulatory Health Services (5)	\$321,989	-	Priority Setting & Resource Allocation Committee
2	MAI Ambulatory (1)	-	-	
3	Pharmaceuticals (3)	-	-	
4	Oral Health Care-Routine (5)	-	-	
5	Oral Health Care- Specialty (1)	-	-	
6	Case Management (7)	-	-	
7	Medical Case (Disease) Management (5)	-	\$25,989	
8	MAI Medical Case (Disease) Management (1)	-	-	
9	Mental Health (4)	-	\$36,000	
10	MAI Mental Health (1)	-	-	
11	Substance Abuse (1)	-	-	
12	MAI Substance Abuse (1)	-	-	
13	Food Bank (1)	-	-	
14	Food Voucher (1)	-	-	
15	Centralized Intake and Eligibility Determination (1)	-	-	
16	MAI CIED (1)	-	-	
17	HICP (1)	-	\$250,000	
18	Legal Assistance (1)	-	-	
19	EFA (1)	-	-	
20	BISS (1)	-	\$10,000	
	<b>Total Part A Funds</b>	\$321,989	\$321,989	
	<b>Total MAI Funds</b>	-	-	
	<b>Total Funds</b>	\$321,989	\$321,989	

**8. NEW BUSINESS**

- a. Planning CHATT Webinar – Discuss insights from Planning CHATT webinar, “Recruitment and Retention of New Members” and future recruitment goals (Handouts B1 & B2).

**9. DECEMBER/JANUARY COMMITTEE REPORTS (15 minutes)**

**A. COMMUNITY EMPOWERMENT COMMITTEE (CEC)**

January 8, 2019- Membership Drive *Chair: Vacant Chair: P. Fleurinord*

**B. MEMBERSHIP/COUNCIL DEVELOPMENT COMMITTEE (MCDC)**

January 10, 2019-Membership Drive *Chair: V. Foster, V. Chair: Vacant*

**C. INTEGRATED WORKGROUP**

No January Meeting *Chair: T. Pietrogallo, V. Chair: T. Williams*

**D. QUALITY MANAGEMENT COMMITTEE (QMC)**

January 28, 2019-Membership Drive *Chair: B. Fortune-Evans*

**E. PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE (PSRA)**

January 17, 2019 *Chair: L. Robertson, V. Chair: M. Hayes*

<b>A. Work Plan Item Update / Status Summary:</b>
<p><u>Monthly Expenditure/Utilization Report by Category of Service:</u> The Fiscal Administrator reviewed the expenditures and utilization through 10 months of service. At this point, service categories should have expended 83% of their funding. The EMA’s total Part A funds are 84% expended, and the Recipient’s Office expects to expend the remainder of available funds quickly as requests for additional funds far exceeded the amount of funding which was returned. This information was used by the Recipient’s Office—along with discussions with Providers, expenditures from the previous fiscal year, and FY2018-2019 trends—to make recommendations for reallocations.</p> <p><u>Reallocations:</u> The PSRA Committee conducted “Sweeps” to reallocate funds to and from service categories. The entire amount reallocated out of the other service categories, \$321,989, was allocated to Outpatient Ambulatory Health Services (OAHS) due to the projected a \$1.2 million deficit in this category. There has been a significant increase in the number of clients, which is being attributed to the success of the Test &amp; Treat Program.</p> <p><u>FY19-20 Part A Funding &amp; Service Provisions:</u> To curb the challenges faced this fiscal year, PSRA discussed cost savings strategies for the upcoming fiscal year. Strategies included rigorous ACA enrollment during the next enrollment period, caps on services, access modifications based on Client income, cost sharing, etc. After a thorough discussion, the committee determined it would begin reviewing service category eligibility at its next meeting and utilization trends at a future meeting.</p> <p><u>Food Bank:</u> The Committee discussed potential client need for additional food bank services due to the Government Shutdown. Members of the community have expressed how the shutdown will impact funding for SNAP benefits, and the Food Bank representative informed the committee on possible provisions to supplement this gap in services. The Part B Recipient also discussed ways in which the DOH-BC could help to provide assistance to individuals impacted by the interruption or elimination of benefits.</p> <p><u>Membership Drive:</u> PSRA will participate in the Membership Drive on January 31st at three locations: Poverello, NSU Dental, and Broward House.</p>
<b>B. Rationale for Recommendations:</b>
PSRA approved sweeps to allocate a total of \$321,989 returned funds to OAHS.
<b>C. Data Reports/Data Review Updates:</b>
The committee reviewed the monthly expenditure/utilization report as well as Recipient recommendations for reallocations.
<b>D. Data Requests:</b>
The committee will review service category eligibility to reduce the gap between funding and service provision.
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting:</i> Review service category eligibility and FY19-20 Work Plan. <i>Next Meeting Date:</i> February 21, 2019 at 9:00 a.m.

January 31, 2019-Membership Drive *Chair: L. Robertson, V. Chair: M. Hayes*

**F. AD-HOC YOUTH ADVISORY COMMITTEE**

December 4, 2018 *Chair: R. Lopes, V. Chair: C. Taylor-Bennett*

<p><b>F. Work Plan Item Update / Status Summary:</b></p> <p><u>Subcommittee Guidelines:</u> The Chair gave a brief explanation of the last meeting and what was discussed. The QM/PCS Manager explained the purpose of the committee, along with the guidelines under which this committee will operate.</p> <p><u>Membership Drive:</u> Attendees were made aware of the targeted recruitment plans that will be executed in the month of January. There will be no formal meetings in January. It was recommended that the subcommittee have the marketing materials for outreach event ready for January so that the advertisement for the CEC outreach event can begin as soon as the calendar year begins.</p> <p><u>Finalize Outreach Event:</u> The QM/PCS Manager shared with the attendees the scheduled events for the next upcoming months. It was advised that based on the calendar, the committee should aim for a March 2019 date for the outreach event. The subcommittee Chair followed up by reviewing Handout A. Discussions took place around determining the target age group for the proposed event, as 18-38 is too broad of an age group. Suggestions were made that the target age group should be 21-35, as opposed to the two presented age groups of 18-29/30-38.</p> <p>The Chair reiterated for everyone to keep in mind the long-term impact, in terms of outcomes, that the committee hopes to gain from the events hosted through CEC. The committee discussed the different roles that their agency connections could serve in the planning and execution of this event. Some type of incentive may need to be involved if the goal is to reach young adults. An attendee suggested to involve artists, visual and performing, to create a deeper impact regarding the state of HIV in Broward as well. The major goal is to promote information about HIVPC and educating attendees on the importance of the affected communities getting the care that they need.</p> <p>The Chair reviewed the decisions made in the meeting and the responsibilities members had agreed upon thus far. Members agreed that they will focus on younger age to 35 and start finding young adults to help plan and produce the proposed event of a Fighting Stigma Fashion Show. April 10<sup>th</sup> was proposed as the event date, as this is National Youth HIV &amp; AIDS Awareness Day. Attendees agreed on Friday, April 12<sup>th</sup> as the date for the fashion show, as April 10<sup>th</sup> is a Wednesday. Proposed event time: 7-10pm. Lead in events were suggested as a way to build up to the fashion show event. Recipient Staff made mention of the event being in alignment with the integrated plan for the Planning Council.</p> <p>The QM/PC Manager suggested creating a schedule of events to host after the fashion show in order to capitalize on the attention brought to the CEC. This could give the CEC a bigger opportunity to show what HIVPC does in the community and w/ Ryan White.</p>
<p><b>G. Rationale for Recommendations:</b></p>
<p><b>H. Data Reports/Data Review Updates:</b></p>
<p><b>I. Data Requests:</b></p>
<p><b>J. Other Business Items:</b></p> <p><i>Agenda Items for Next Meeting:</i> Event Sponsorship &amp; Marketing and Outreach Event Timeline. <i>Next Meeting Date:</i> January 24, 2019 at 12:00 p.m.</p>

**G. EXECUTIVE COMMITTEE**

**No January Meeting**

*Chair: R. Lopes, V. Chair: C. Taylor-Bennett*

**H. SYSTEM OF CARE COMMITTEE (SOC)**

**No January Meeting**

*V. Chair: C. Edwards*

**\*\* For detailed discussion on any of the above items, please refer to the meeting minutes. \*\***

**10. GRANTEE REPORTS** (20 minutes)

- a. Part A
- b. Part B
- c. Part C
- d. Part D
- e. Part F
- f. HOPWA
- g. Prevention

**11. UNFINISHED BUSINESS**

**12. PUBLIC COMMENT** (Up to 10 minutes)

**13. ANNOUNCEMENTS**

**14. REQUEST FOR DATA**

**15. AGENDA ITEMS FOR NEXT MEETING:** February 28, 2019 9:30 a.m. **LOCATION:** GC-430

<i>Tasks for next Meeting</i>	<i>Action to be taken, presentation, discussion, brainstorm etc.</i>
<b>Membership Drive Update</b>	<b>ACTION ITEM:</b> Discuss impact of Membership Drive and discuss follow-up and additional recruitment activities for the upcoming fiscal year.

**16. ADJOURNMENT**

**PLEASE COMPLETE YOUR MEETING EVALUATIONS**  
**THREE GUIDING PRINCIPLES OF THE BROWARD COUNTY**  
**HIV HEALTH SERVICES PLANNING COUNCIL**  
• Linkage to Care • Retention in Care • Viral Load Suppression •



Fort Lauderdale / Broward County EMA  
**Broward County HIV Health Services Planning Council**



An Advisory Board of the Broward County Board of County Commissioners  
 200 Oakwood Lane, Suite 100, Hollywood, FL, 33020 - Tel: 954-561-9681 / Fax: 954-561-9685

**BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL**

Thursday, November 29, 2018 Meeting Minutes

<b>ATTENDANCE</b>			
#	Members	Present	Absent
1	Arencibia, Y.	<b>X</b>	
2	Barnes, B.	<b>X</b>	
3	Bhrangger, R.	<b>X</b>	
4	Burgess, D.		<b>A</b>
5	Fortune-Evans, B.	<b>X</b>	
6	Foster, V.	<b>X</b>	
7	Fleurinord, P	<b>X</b>	
8	Grant, C.	<b>X</b>	
9	Hayes, M.	<b>X</b>	
	Holness, Comm. D.V.C		<b>A</b>
10	Katz, H. B.	<b>X</b>	
11	Lint, A.		<b>A</b>
12	Lopes, R. <i>Chair</i>	<b>X</b>	
13	Marcoviche, W.	<b>X</b>	
14	Moragne, T.	<b>X</b>	
15	Moreno, V.	<b>X</b>	
16	Robertson, L.	<b>X</b>	
17	Rodriguez, J.	<b>X</b>	
18	Ruffner, A.	<b>X</b>	
19	Schweizer, M.		<b>A</b>
20	Siclari, R.	<b>X</b>	
	<b>Quorum=11</b>	<b>17</b>	

  

<b>Grantee Staff</b>
Anderson, T.
Fender, T.
Garcia, E.
Jones, L.
Green, W.
Robinson, J.
Cunningham, D.
<b>HIVPC Staff</b>
Johnson, B.
Oratien, V.
Martinez, G.
Jolly, J.
Guice, M.
Joseph, A.
<b>Guests</b>
Leonard, C.
Seth M.
Roberts, G.
Brown, P.
Dennis, B.
Sabatino, D.

**1. CALL TO ORDER**

The Chair called the meeting to order at 9:52 a.m.

**2. WELCOME AND PUBLIC RECORD REQUIREMENTS**

The HIVPC Chair welcomed everyone. Introductions were made by HIVPC members, PC and Recipient Staff, and Guests. Attendees were notified of Government in the Sunshine Law and meeting reporting requirements, which includes the recording of minutes. In addition, it was stated that the acknowledgement of HIV status is not required but is subject to public record if it is disclosed. A moment of silence was observed. The following motions were made:

**Motion #1:** To approve today's meeting agenda  
**Proposed by:** Barnes, B.      **Seconded by:** Arcencibia, Y.

**Action:** Passed Unanimously

**Motion #2:** To make an addition to the consent items to include new membership approval (C. Leonard)

**Proposed by:** Hayes, M. **Seconded by:** Moragne, T.

**Action:** Passed Unanimously

**Motion #3:** To approve updated agenda 11/29/18

**Proposed by:** Rodriguez, J. **Seconded by:** Arencibia, Y.

**Action:** Passed Unanimously

**Motion #4:** To approve the 10/25/18 minutes

**Proposed by:** Hayes, M. **Seconded by:** Katz, H.B.

**Action:** Passed Unanimously

### 3. PHONE INTRODUCTIONS

Patricia Fleurinord- CEC Vice Chair

### 4. PUBLIC COMMENT

None.

### 5. WRITTEN FEDERAL LEGISLATIVE REPORT HANDOUT (Kareem Murphy)

**Federal Funding Update-**As previously reported, Congress passed and the President signed into law the FY 2019 appropriations bill for the US Department of Health and Human Services. It largely level funds the Ryan White Program at \$2.3 billion across the program areas. The bill included statements of concern about the lack of progress on bringing down the rate of new infections among communities of color. HRSA has budget authority to make full year awards, for the first time in several cycles.

Most federal agencies, however, continue to operate under a temporary funding authorization that will expire on December 7. Congress is in session this week and working on an omnibus spending bill to complete this work. Because of the change in control of the House, negotiations have become more problematic. In addition, the President threatened a government shut down if Congress does not include funding to expand the wall along the Mexican border. Given the history of these scenarios, it is likely that Congress will pass a short-term funding bill to move the final deadline to right before Christmas and work to resolve differences throughout December. This is important because funding for HOPWA would be included in a Transportation-Housing and Urban Development Appropriations bill, which has yet to be completed.

**FY 2020 Preview-**The President is expected to introduce a budget that dramatically cuts domestic funding. Earlier this fall he directed federal agencies to reduce their FY 2020 budgets by 5% to address deficit concerns. Given control of the House switched to the Democrats and the need for 60 votes for bills to pass the Senate, it is highly unlikely that the *dramatic* cuts could be enacted.

### 6. CONSENT ITEMS

**Motion #5:** To approve consent items

**Proposed by:** Barnes, B. **Seconded by:** Katz, H.B.

**Action:** Passed Unanimously

### 7. DISCUSSION ITEMS

**Motion #6:** To approve the creation of an ad-Hoc Subcommittee for the Community Empowerment Committee.

**Proposed by:** Barnes, B. **Seconded by:** Katz, H.B.

**Action:** Passed Unanimously

### 8. NEW BUSINESS

a. **HIVPC Vice Chair Elections-** The Ad Hoc Nominating Chair opened this new business item with an explanation of the voting process. Attendees and committee members were informed that the elections would start with the opening statements and Q&A from each candidate. A request was made to read absences into the record before the voting tally commenced. The following members were read into the record as absent from the meeting: Burgess, D., Commissioner Holness, Lint, A., Schweizer, M.

Candidate Claudette Grant gave a personal statement about her interest in the position. She has been working in HIV for 30 years, and she is an authoritative leader when necessary as well as participative when possible. She will be available to chair committee meetings in the absence of committee chairs, when needed. Candidate Lorenzo Robertson stated that he brings a unique perspective to the PC as a black, same-gender loving man. He stated the HIV Planning Council needs more HIV+ people in leadership positions. He plans to bring people to the PC by just talking daily about how PC decisions impacts their care; tapping into personal relationships/groups he's a part of. Members of the HIVPC cast their votes on paper ballots. A member of the ad-Hoc Nominating Committee and an HIVPC Health Planner tallied the votes and the following election results were read into the record, starting with the HIVPC member on the phone:

	<b>CANDIDATES FOR VICE CHAIR</b>		
<b>MEMBER</b>	<b>CG</b>	<b>AL</b>	<b>LR</b>
1. Yusi Arencibia			x
2. Brad Barnes	x		
3. Ronald Bhrangger	x		
4. Devorn Burgess			
5. Patricia Fleurinord			x
6. Bisiola Fortune-Evans			x
7. Vincent Foster	x		
8. Claudette Grant	x		
9. Marie Hayes			x
10. H. Bradley Katz	x		
11. Arianna Lint			
12. Requel Lopes			x
13. William Marcoviche	x		
14. Timothy Moragne	x		
15. Valery Moreno	x		
16. Lorenzo Robertson			x
17. Joshua Rodriguez			x
18. Andrew Ruffner			x
19. Mark Schweizer			
20. Rick Siclari	x		
<b>TOTAL</b>	<b>9</b>	<b>0</b>	<b>8</b>
2018 HIVPC V. Chair Winners:			
<b>Legend</b>			
<b>CG- Claudette Grant</b>			
<b>AL- Arianna Lint</b>			
<b>LR- Lorenzo Robertson</b>			

Voting Results: Claudette Grant won the election and will begin her term as Vice Chair on December 1<sup>st</sup>.

b. HIVPC Membership Drive- The chair of the Membership / Council Development Committee gave a brief synopsis of the meeting held, along with the idea of having a membership drive during the month of January for all PC Committee meetings. Handout B was presented as a promotional tool to use when recruiting and doing the satellite membership drives in designated Part A/HIV agencies. In the past week, there have been two resignations from consumers on the council. That has severely affected the HIVPC demographic reflectiveness, specifically relating to consumer reflectiveness. Currently, there are no black female consumers represented on the council. The membership drives will be held on each standing committee meeting date, and members are required to attend as the attendance will count towards quorum. A call was made for council members to inform the HIVPC Chair and PC Staff of the availability of the organizations on the committee meeting dates.

**9. OCTOBER COMMITTEE REPORTS (15 minutes)**

**A. COMMUNITY EMPOWERMENT COMMITTEE (CEC)**

<b>A. Work Plan Item Update / Status Summary:</b>
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**Outreach Event Planning:** The Committee discussed that the goal for the next outreach event was to increase participation amongst young adults. Target groups were identified as 18-38 years old, but members decided to break this group into two smaller subgroups: 18-29 and 25-30. Suggestions were made for partnering agencies such as pharmaceutical companies to provide sponsorships to host events; as they often times provide food for an event in exchange for a pharmaceutical presentation. AHF was another agency, as they have event space and resources that could be donated. The committee will reach out to organizations that will help spread the word about the proposed CEC event and to get more potential sponsorships.

**Ad-Hoc CEC Outreach Event Committee:** An ad-Hoc CEC Outreach Event Committee was suggested by members as a way to get more people from the target population (youth/young adults), to take part in planning the event from start to finish. This committee will serve in the capacity of advising CEC members on what are must haves for an event to be well attended by CEC's intended target group.

**Event Follow-up:** The Committee identified members and community guests who will help advise on sponsorship and marketing. Once approved by the HIVPC, the committee will meet in December. A joint January meeting with BTAN was suggested as a way to secure commitment and outreach from both planning body subcommittees with the goal of kicking off the event in February of 2019.

<b>B. Rationale for Recommendations:</b>
None.
<b>C. Data Reports/Data Review Updates:</b>
None.
<b>D. Data Requests:</b>
None.
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting:</i> Event Timeline/Logistics <i>Next Meeting Date:</i> December 18, 2019 at 3:00pm

**November 6, 2018**      *Chair: Vacant, V. Chair: P. Fleurinord*

**B. AD-HOC NOMINATING COMMITTEE**

**November 26, 2018**      *Chair: Barnes, B.*

<b>A. Work Plan Item Update / Status Summary:</b>
<b>Review Elections Process and Logistics:</b> The HIVPC Manager explained the roles that each ad-Hoc Nominating committee member. PC staff will send an email with the list of candidates and their completed questionnaires so that members can review and submit questions.
<b>Prepare Slate of Officers:</b> The committee reviewed each candidate's eligibility to run for office based on his/her membership standing. Not in compliance with the HIVPC Membership P&P. Further, based on the P&P, if the candidate has not selected a committee within 30 days of the 2018. Members felt this was out of compliance with the P&P and determined the candidate's current membership status, and possible candidates to the Executive Committee.
<b>B. Rationale for Recommendations:</b>
Based on the candidate's membership status; not selecting/participating on an active committee within 30 days, with the threat of being removed from membership.
<b>C. Data Reports/Data Review Updates:</b>
None.
<b>D. Data Requests:</b>
None.
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting:</i>

**C. MEMBERSHIP/COUNCIL DEVELOPMENT COMMITTEE (MCDC)**

**November 8, 2018**      *Chair: V. Foster, V. Chair: Vacant*

**HIV Planning Council Membership Report  
Current Through October 2018**



**D. INTEGRATED WORKGROUP**

**No November Meeting**

*Chair: T. Pietrogallo, V. Chair: Williams, T.*

**E. QUALITY MANAGEMENT COMMITTEE (QMC)**

**November 19, 2018**

*Chair: D. Shamer, V. Chair: Fortune-Evans, B.*

**Meeting Canceled - No Quorum**

**F. PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE (PSRA)**

**November 18, 2018**

*Chair: L. Robertson, V. Chair: M. Hayes*

**Meeting Canceled - No Quorum**

**G. EXECUTIVE COMMITTEE**

**November 26, 2018**

*Chair: R. Lopes, V. Chair: vacant*

<b>A. Work Plan Item Update / Status Summary:</b>
<u>HIVPC Committee Vacancies:</u> There is an immediate need for consumers—especially black female consumers. Members were again encouraged to continue efforts to recruit new consumer members.
<u>Current Applicants, Interested Parties, and Appointments:</u> The Committee reviewed and approved an application for HIVPC membership. The applicant will fill the HOPWA seat, which was recently vacated. A guest, Twanishia Pound, was approved for MCDC membership and the recommendation was sent to the HIVPC.
<u>Code of Ethics:</u> Members reviewed examples of codes of ethics as well as a sample HIVPC code of ethics. Members discussed whether language regarding status disclosure that was included conflicted with any County Ordinance/Sunshine Laws and requested PC staff follow up with the County Attorney. Language will continue to be revised and will be reviewed at the next MCDC meeting.
<b>B. Rationale for Recommendations:</b>
Twanishia Pound is an interested consumer who will offer valuable insight to the membership intake process. She also represents the target population for which the HIVPC member requirement efforts are targeting.
<b>C. Data Reports/Data Review Updates:</b>
None.
<b>D. Data Requests:</b>
Recommendations from County Attorney regarding member code of ethics language.
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting:</i> New Member Appointments, Work Plan Update, and Code of Ethics Sample Language. <i>Next Meeting Date:</i> February 14, 2019 at 9:30 a.m.

**A. Work Plan Item Update / Status Summary:**

**HIVPC Vice Chair Elections:** The Ad Hoc Nominating Chair explained the nominations process for Elections. During the ad-Hoc meeting, there was a thorough discussion of all candidates and whether or not they would be eligible to run in the official elections on November 29th. Two candidates were approved by the ad-Hoc committee. However, one of the candidates was not deemed eligible due to her membership status; identifying/participating on an active committee after being removed from the CEC in September. The committee identified the committee this candidate chose; System of Care (SOC), has not been an active committee since January 2018, the committee does not have a Chair to approve this candidate, and that selecting the committee does not qualify as participating on an “active standing committee.” Based on her non-compliance with Membership P&P (joining a committee after being removed for attendance within 30 days of removal), the committee sent final Vice Chair candidate recommendations to Executive, not including this candidate. The Executive committee determined that since the committee has not been dissolved or reactivated, selecting this committee is acceptable. With the decision to allow the candidate to join SOC, this candidate was deemed qualified to run for Vice Chair.

**December Meetings:** The committee discussed not scheduling any HIVPC or committee meetings during the month of December. Pending the approval of an ad-Hoc committee for the CEC, this group will meet to discuss plans for an outreach activity targeting youth/young adults in 2019. PC staff also informed the committee of the very recent shift in membership. Two white male consumers submitted letters of resignation over the weekend and are no longer on the council. With their resignations, the HIVPC is now down 4 consumers, which also brings membership down to 20 people. Members discussed their concerns with finding new members who are available to meet during the hours scheduled for committee meetings. A suggestion was made to host a “Membership Drive” at agencies and assign each committee to host the drive at a Part A agency during the month of January in place of their meeting day/time. Members will report to the assigned agency on their meeting day and remain at the agency for the two-hour meeting time and host mini recruiting sessions. PC Staff will develop a draft recruitment handout and contact card for prospective members.

<b>B. Rationale for Recommendations:</b>
None.
<b>C. Data Reports/Data Review Updates:</b>
None.
<b>D. Data Requests:</b>
None.
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting:</i> Review HRSA site visit recommendations.

**H. SYSTEM OF CARE COMMITTEE (SOC)**

**No November Meeting**

*V. Chair: C. Edwards*

**\*\* For detailed discussion on any of the above items, please refer to the meeting minutes. \*\***

**10. RECIPIENT REPORTS (20 minutes)**

- a. **Part A-** The Recipient staff introduced the new Community Partnership Division Director, Darryl Cunningham and welcomed him to the county. The application process is now closed for the Peer Certification Program. Over 23 applicants from the community applied to the program. There is also a community advisory board for the peer program. The training program is approaching its 4<sup>th</sup> week; and there has been a lot of positive feedback thus far. This class is the first inaugural class of trained peers as a part of the commitment to the service delivery system. For World AIDS Day, the county is getting the word out in a variety of ways; there is a display in the lobby for county employees with prevention and care treatment messaging. On December 4<sup>th</sup>, the Mayor will be doing a Ryan White Part A Proclamation. World AIDS Day and HIV Literature/Community Newsletters will be handed out. Part B will try to get home-test kits for Part A’s event. January will be the start of the reallocation process. Expenditures are reflective of being at capacity financially. It is possible that there is a service category that needs to be reviewed, as it seems to be underutilized. The Recipient’s Office will be doing 2 presentations and 1 poster presentation during the Ryan White Conference held December 11-14, 2018. A Broward Public Communications Staff was present and requested interested individuals to discuss how HIV has impacted their lives, after the meeting. Those who choose to participate will sign a release form allowing their story to be used County related HIV publications.
- b. **Part B-** A report was given on the current Part B expenditures. See handout for more details.
- c. **Part C-** In process of completing their application, which has been the biggest priority. So far, they have not had much communications with the project officer. Funds are being spent in a timely fashion, and additional funding is

expected in the upcoming weeks. Last year, the award amount was 891k while this year the agency received a slight deduction, at 875k.

- d. **Part D-** Programmatically everything is going well within the agency. Of all of their doctors in the clinic, their newest physician is still waiting to get confirmed on the MMA insurances. There are a couple events they are in the midst of planning, including last night's event Ribbons for Children at the World AIDS Museum. Another event approaching on December 7<sup>th</sup>. Thanksgiving event was success, and over 1200 families were fed.
- e. **Part F-** No report.
- f. **HOPWA-** MODCO took on a new pilot project for project-based units/master leases, approved at the CSB meeting. Plans to bring something more formal for the next meeting. A master lease is where there is a unit in the community where they will use their homes for project based units. As opposed to the homes being used as family homes, each room in the home is leased as an individual unit. Tenants are required to pay 30% of the rent which means they must have income. HOPWA will be working with these tenants for 6 months – 1 year to improve employability skills, etc. If someone is interested in being a landlord for the program, they can receive more information at a later date. At the upcoming January CSB meeting, there will be other models introduced for providers to discuss how they can have those dollars go further to help more people.
- g. **Prevention-** A FDOH representative informed the members that moving forward, there would be a full prevention report on a quarterly basis. Staff will be supporting a variety of World AIDS Day events. Prevention staff have given out over 1000 free 10-day supply packs of Truvada prep to clients at the clinic. Not all linked individuals are from Broward County. Test & Treat continues to bring clients into care. They are working on their partnerships in order to continue to improve the program. More staff has been hired to make sure they can keep up with the demand and keep as many as possible in care. Under new RFA cycle, new contracts with agencies will begin to be reviewed.

**11. UNFINISHED BUSINESS**

None.

**12. PUBLIC COMMENT (Up to 10 minutes)**

Public comment was made by a community advocate. She congratulated the newly appointed Vice Chair. She expressed gratitude for Ryan White Part A staff and the HIVPC, due to the services and resources provided through Part A and Care Resource. She also made a solicitation for the board to help to empower more people who are at home or bedridden.

**13. ANNOUNCEMENTS**

- December 1st- World AIDS Day Vigil- 6:30pm. Step-off at Hagan Park and walking to Pride Center
- Dec 13<sup>th</sup> - Food Pantry is hosting a holiday bazaar for client families. Free haircuts. 1st come 1st serve- 11-2pm
- December 7<sup>th</sup>- Children's Diagnostic and Treatment Center is having their Annual Ribbons for Children Event. For more information: [childrensdiagnostic.org](http://childrensdiagnostic.org) / CDTC is also hosting a Children's toy drive- To donate toys, please bring toys to the CDTC office 8-5pm.

**14. REQUEST FOR DATA**

**15. AGENDA ITEMS FOR NEXT MEETING:** January 24, 2019 **LOCATION:** TBD

<i>Tasks for next Meeting</i>	<i>Action to be taken, presentation, discussion, brainstorm etc.</i>
<b>Reallocations "Sweeps"</b>	<b>ACTION ITEM: Review Part A expenditure data and conduct final "Sweeps" process.</b>

**16. ADJOURNMENT** The meeting was adjourned at 11:38am.

**PLEASE COMPLETE YOUR MEETING EVALUATIONS**  
**THREE GUIDING PRINCIPLES OF THE BROWARD COUNTY**  
**HIV HEALTH SERVICES PLANNING COUNCIL**  
 • Linkage to Care • Retention in Care • Viral Load Suppression •

Consum	PLWHA	Absenc	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters	
				Meeting Date:	25	C	22	26	24	28	26	C	27	25	29			
		0	1	Arenciaba, Y.	E		E	X	X	X	X		X	X	X			
	1	0	2	Barnes B.	X		X	X	X	X	X		X	X	X			
1		0		Barrientos, Y.	X		X	X	X	X	X		X	R- 10/15				
1	1	0	3	Bhrangger, R.	X		X	X	X	X	X		X	X	X			
1	1	0	4	Burgess, D.	X		X	X	X	X	X		E	X	A			
		0		DeSantis, M.	Z-1/23													
		5		Fleurinord, P.	N-8/14							X	A	X				
	0	6		Fortune-Evans, B.	X		X	X	X	X	X		X	X	X			
	1	7		Foster, V.	X		A	X	X	X	X		X	X	X			
	1	8		Grant C.	X		A	X	X	X	X		X	X	X			
	2	9		Hayes, M.	A		X	X	A	X	X		X	X	X			
	8	A		Holness, D. V.C. (Comm)	A		A	A	A	A	A		A	A	A			
1	1	0	10	Katz, H.B.	X		X	X	X	X	X		X	X	X			
1	1	3	11	Lint, A.	X		A	X	X	A	X		A	X	A			
		0	12	Lopes, R., <i>Chair</i>	X		X	X	X	X	X		X	X	X			
1	1	0	13	Marcoviche, W.	X		E	E	X	X	X		E	E	X			
		0	14	Moragne, T.	X		X	X	X	X	X		X	X	X			
		0	15	Moreno, V.	N-8/14							X	X	X				
1	3	16		Robertson, L.	X		X	A	X	X	A		A	X	X			

1	1	3	Robertson, P.	X		A	A	A	W-5/2, R-6/1							
2	17		Rodriguez, J.	A		X	X	X	X	A		X	X	X		
0	18		Ruffner, A.	N- 10/23								X				
1	1	1	Runkle, D.	X		E	E	X	X	A		E	X	R-11/26		
0	19		Schweizer, M.	X		X	E	X	X	X		X	X	A		
1	1	2	Shamer, D.	E		X	X	A	A	X		X	X	R- 11/26	W-7/9	
1	20		Siclari, R.	X		X	X	X	X	X		X	A	X		
1	0		Spencer, W.	X		X	X	Z- 5/15								
0			Taylor-Bennett, C.	X		X	X	X	Z - 5/25							
1			Williams, R.	X		X	A	X	X	X		X	X	Z- 10/25		
<b>Quorum = 12</b>				20		17	18	20	19			17	19	17		

**Legend: X**  
- present  
A - absent  
E - excused  
NQA - no quorum absent  
NQX - no quorum present  
N - newly appointed  
Z - resigned

C - cancelled  
W - warning letter  
R - removal letter