



BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL

MEETING AGENDA

Thursday, January 24, 2013 at 9:00 A.M.

Samantha Kuryla, Chair

Brad Gammell, Vice Chair

The Executive Committee did not take action on this agenda. It was developed in accordance with the Planning Council By-Laws.

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

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. WELCOME AND PUBLIC RECORD REQUIREMENTS

- a. Review Meeting Ground Rules, Public Comment and Public Record Requirements
- b. Council Member and Guest Introductions
- c. Excused Absences and Appointment of Alternates
- d. Approval of 1/24/13 Meeting Agenda
- e. Approval of 12/13/12 Meeting Minutes

4. PUBLIC COMMENT (Up to 10 minutes)

5. FEDERAL LEGISLATIVE REPORT (Kareem Murphy) (HANDOUT A)

6. CONSENT ITEMS

Consent #1	To appoint Dionne Proulx as a member of the Joint Priorities Committee
Proposed by:	Joint Priorities Committee

Consent # 2	To recommend that Silvana Baner be nominated for appointment as a member of the HIV Planning Council in the Grantees of Other Federal Programs (Prevention) seat
Proposed by:	Membership/Council Development Committee

Consent # 3	To recommend that Dionne Proulx be nominated for appointment as a member of the HIV Planning Council in the AIDS Service Organization/Community Based Organization seat
Proposed by:	Membership/Council Development Committee

Consent # 4	To approve a change in the Policies & Procedures of Membership/Council Development Committee (HANDOUT B)
Proposed by:	Membership/Council Development Committee

HIVPC Agenda 1.24.13

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Consent # 5	To appoint Karlene Tomlinson as a member of the Joint Planning Committee
Proposed by:	Joint Planning Committee

7. DISCUSSION ITEMS

Second Reallocation of FY2012-2013 Grant Funds

Discussion Item #	Service Category (# of Providers)	Recommended Sweep TO	Recommended Sweep FROM	Proposed by
1	Ambulatory Medical(5)		(\$895,532)	Joint Priorities
2	Case Management (7)		(\$42,662)	Joint Priorities
3	Substance Abuse (2)		(\$15,000)	Joint Priorities
4	Food Voucher (1)		(\$37,000)	Joint Priorities
5	Centralized Intake and Eligibility (1)		(\$8,000)	Joint Priorities
6	Outreach (1)		(\$8,232)	Joint Priorities
	Total Part A Funds		(\$1,006,426)	
7	Ambulatory Medical(5)	\$253,431		Joint Priorities
8	Pharmaceuticals (3)	\$547,995		Joint Priorities
9	Case Management (7)	\$45,000		Joint Priorities
10	Legal Assistance (1)	\$7,000		Joint Priorities
11	Food Bank (1)	\$153,000		Joint Priorities
	Total Part A Funds	\$1,006,426		
	Dental (2)	\$0	\$0	
	Mental Health (3)	\$0	\$0	
	Total MAI Funds	\$0	\$0	

Discussion #12	To sweep unallocated expenditures in the pharmaceuticals line item to ADAP
Proposed by:	Joint Priorities Committee

Discussion #13	To recommend that food bank eligibility be changed to 15 food bank allotments per year. A maximum of 3 allotments may be vouchers. A single voucher can be provided simultaneously with a food box. <i>See figure 1 below for current food category eligibility.</i>
Proposed by:	Joint Priorities Committee

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Figure 1 (For Reference Only)

CURRENT FOOD CATEGORY ELIGIBILITY
<p>FOOD BANK/FOOD VOUCHERS Case Manager Referral Every 12 months Application status for food stamps and/or WIC (undocumented residents exempt)</p>
<p>FOOD BANK Up to 150% FPL 12 Food Bank allotments per year; may choose food boxes or vouchers (Maximum of 3 vouchers per year)</p>
<p>FOOD VOUCHERS (Emergency Provision) 151-300% FPL Maximum of 3 food bank allotments per year (food box <u>or</u> food voucher) Must demonstrate an emergency need and a plan to meet their need. “Emergency” defined as a verified loss of, or reduction in income due to unexpected or unbudgeted expense or event beyond client’s control. Emergency must be documented in Progress Log and Plan of Care</p>

8. DECEMBER AND JANUARY COMMITTEE REPORTS

a. MEMBERSHIP/COUNCIL DEVELOPMENT COMMITTEE (MCDC)

January 3, 2013

Chair: K. Creary, Vice Chair: T. Wilson

The Committee reviewed vacancies and qualified applicants for the HIVPC, and nominated two: Silvana Baner of the Broward Health Department and Dionne Proulx of Memorial Healthcare System. Also, the Committee amended and approved a draft of proposed job descriptions for each mandated Council seat, and asked Executive Committee to refer it to the ad Hoc Committee on By-Laws. As part of the effort, the Committee approved an amendment to its Policies and Procedures. The new language says the Committee’s priority order for filling vacant Council seats is: affected communities, federally mandated seats, non-elected community leaders, and other vacant seats based on categories. Keeping the Council membership reflective of the HIV epidemic remains a key factor. The Committee also approved having all Council members fill out an annual Profile Update in January, to verify they qualify for the Council seat they hold and to verify conflicts of interest. *Next Meeting: March 7, 2013. Agenda Items for Next Meeting: Review vacancies, applicants and demographics; review 2013 work plan; review Council members to see if they match the seat they hold.*

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b. JOINT CLIENT COMMUNITY RELATIONS COMMITTEE (JCCR)
January 8, 2013

Part A Co-Chair: H.B. Katz, Part B Co-Chair: L. Washington

The Committee discussed three possible locations for the first of its 2013 evening educational meetings to be held in the community. The group settled on ArtServe in Fort Lauderdale, at 6 pm Tuesday, March 12. Support staff and the grantee's office will book the date and make arrangements. Also, the Committee reviewed its list of topics and chose a "hot topic" for its February meeting: A physician guest speaker to review medical issues such as staying in care and medications. Also, for the January "hot topic," staff gave an overview of the extent of the epidemic in Broward County. *Agenda Items for the Next Meeting:* Standing Agenda Items; finalize promotional materials for March community event; 'hot topic' on medical issues. *Next Meeting Date:* February 5, 2013.

c. JOINT PLANNING COMMITTEE
January 14, 2013

Part A Co-Chair: Carl Roberson, Part B Co-Chair: Kim Saiswick

A Broward County Health Department representative briefed the Committee on the realities and challenges of collecting data to determine community viral load. He reported that data is not available from all HIV-positive people in Broward, and probably won't be for a time, but is collected from subgroups, such as clients of Part A and ADAP. After discussion, the Committee asked the Grantee and Health Department to come back with recommendations for the feasibility and value of using the limited data to set a baseline viral load. Also, the Grantee's office said it was emailing the Committee the 2012 Service Category Study, which covered Oral Health. Also, the committee heard a progress report on the Client Survey, to be completed in January. *Agenda items for the next meeting:* Update on Client Survey; update on community viral load; review and discussion of 2013 work plan. *Next Meeting Date:* Monday, February 11, 2013.

d. LOCAL PHARMACY ADVISORY COMMITTEE (LPAC)
No meetings

Chair: S. Abel

Next Meeting Date: To be determined

e. QUALITY MANAGEMENT COMMITTEE (QMC)

January 7, 2013

Chair: C. Grant

The Committee met without quorum. The Committee reviewed a summary of HIVPC comments made during the review and approval of the Broward Client-Level Outcomes and Indicators. The Quality Improvement (QI) Networks will review the HIVPC comments and consider further revisions at a later date. It was noted that the Service Delivery Models (SDM) for all service categories are currently being reviewed; all revised outcomes and indicators will be incorporated into the SDM's. The Committee heard an annual summary of the National Quality Center's (NQC) In+Care Campaign retention rates. The Broward County EMA showed an improvement in all measures: Gap Measure (30%-22%), Medical Visit Frequency (49%-51%), Patients Newly

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Enrolled (35%-50%) and Viral Load Suppression (62% to 70%). The EMA will continue to report to NQC through Fiscal Year13-14 as the campaign has been extended. The Committee reviewed a quarterly QI Network Update detailing the activities of all Networks during October-December, 2012. The Committee was asked to review the *FAQ's for New Committee Members*, a document created as a QM resource for new members. It was noted that the document includes previous comments made by the Committee. The Committee will provide additional comments and finalize the document at the next meeting. *Agenda Items for Next Meeting:* Standing Agenda Items, Review and Approval of October 15, 2012 Minutes and January 7, 2013 Agenda, Update on Oral Health Care Outcome and Indicator Revisions, Review of Annual QM Committee Work Plan, Review of the NQC Retention Rates, Review of SDM Revisions, Finalize *FAQ's for New Committee Members Next Meeting Date:* February 18, 2013.

f. **JOINT PRIORITIES COMMITTEE / AD HOC PCIP (Pre-Existing Condition Insurance Plan) SUB-COMMITTEE**

December 19, 2012

Part A Co-Chair: C. Taylor-Bennett, Part B Co-Chair: Lisa Agate

The Committee approved the Part A Grantee's plan for allocating carryover funds that may arise in FY 2012. A preliminary estimate for carryover in regular Part A is about \$505,000, to be used for outpatient medical. A preliminary estimate for carryover in the Minority AIDS Initiative is about \$150,000, to be used for medical case management. Also, Priorities reviewed and gave a satisfactory finding on the Grantee's timeliness of paying provider invoices, which is a required measure to be reviewed as part of the Assessment of Administrative Mechanism for HRSA. By consensus, the Committee suggested that Broward County investigate the use of electronic fund transfers to speed payments and reduce costs. Also, a Committee member gave an in-depth overview of the Affordable Care Act as it may affect the Ryan White program. Also, the group took no action on a request from Joint Planning Committee to consider requiring all new Part A clients to supply viral load and T-cell reports in order to qualify for services. Priorities may revisit the question as more information becomes available. *Agenda Items for Next Meeting:* Standing Agenda Items, Allocations sweeps, update on PCIP. *Next Meeting Date:* January 16, 2013.

January 16, 2013

Part A Co-Chair: C. Taylor-Bennett, Part B Co-Chair: Lisa Agate

The Committee approved a second round of reallocations in FY2012-13 Part A grant funds. Members voted to move a total of \$1,006,426 out of six service categories (medical, case management, substance abuse, food vouchers, outreach and centralized intake and eligibility) and to move a like amount into five categories (medical, pharmaceuticals, case management, food bank and legal assistance). The Committee recommended that any unallocated funds in the pharmaceutical line item would be directed to the ADAP program. In addition, the Committee agreed that enough resources remain in the bulk food purchase to allow changing the eligibility for food bank. Members voted to give clients 15 food allocations per year (up from 12), of which up to three can be food vouchers. Also, the Committee heard an update on progress by the Subcommittee on Pre-Existing Condition Insurance Plan. *Agenda Items for Next Meeting:* Standing Agenda Items, Approve 2013 Work Plan, update on PCIP. *Next Meeting Date:* February 20, 2013.

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AD HOC PCIP (Pre-Existing Condition Insurance Plan) SUBCOMMITTEE

January 9, 2013

Chair: Y. Reed

The Committee heard a presentation on the Monroe County PCIP Pilot Program. The report included information on the average monthly and annual number of clients served, and the premiums, deductibles, and co-payments paid. The AHF representative provided a presentation on the Affordable Care Act (ACA). Following the presentations, the Committee reviewed a cost summary per Ryan White Program service category for FY11-12. The Committee discussed the pros and cons of paying for insurance premiums and deductibles instead of direct services, the service gaps expected post-healthcare reform, and the estimated client pool that would rely on Ryan White Program core and/or support services post-healthcare reform. The Committee requested the following data to facilitate further discussion and help formalize recommendations to the Joint Priorities Committee: 1) Ryan White Service Utilization per federal poverty level (0%-138%; 139%-300%; 301%-400%; over 400%), 2) A comparison of the benefit packages of the current HIV Medicaid plans, and 3) The federal subsidies for health insurance premiums and cost sharing in the exchanges. *Agenda Items for Next Meeting:* Standing Agenda Items, Review Ryan White Service Utilization per FPL, Review a comparison of the benefit packages of the current HIV Medicaid plans, Review the exchange subsidies for health insurance premiums and cost sharing *Next Meeting Date:* February 20, 2013.

g. JOINT EXECUTIVE COMMITTEE

January 17, 2013

Part A Chair: S. Kuryla, Part B Chair: J. Wynn

Meeting canceled.

Agenda Items for Next Meeting: Standing Agenda Items, *Next Meeting:* March 21, 2013.

h. PART A EXECUTIVE COMMITTEE

January 10, 2013

Chair: S. Kuryla, Vice Chair: B. Gammell

The Committee reviewed and endorsed proposed templates for all the 2013 Work Plans, as developed by the Vice Chair and staff. A full version will be reviewed for approval in February. Members made some suggestions. Executive agreed to move “Language How Best to Meet the Need” from Joint Priorities over to Joint Planning. Also, the Vice Chair asked Committee Chairs to make brief presentations at the HIVPC retreat on Feb. 28, at ArtServe. The idea is to show unity and to educate Council members on various issues. The main retreat topics will be Council training and a review of the new Work Plans to advance the goals of the National HIV/AIDS Strategy. Executive asked staff to firm up the retreat trainers. Also, after a discussion, Executive held off giving Council members a self-assessment survey, to study it more. Also, the Grantee’s office is studying several ideas for possible bulk purchases as part of the reallocation and carryover process. *Agenda Items for Next Meeting:* Work Plan review; retreat update. *Next Meeting:* February 21, 2013.

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January 17, 2013

Chair: S. Kuryla, Vice Chair: B. Gammell
Meeting canceled.

i. **AD HOC BY-LAWS COMMITTEE**
No January meeting scheduled

Chair: W. Spencer

Agenda Items for Next Meeting: Review and act on proposed By-Laws changes. Next Meeting: TBD.

9. GRANTEE REPORTS (up to 10 minutes)

- a) Part A
- b) Part B and ADAP (HANDOUTS D-1, D-2)

10. OTHER REPORTS (up to 10 minutes)

- a) Part C
- b) Part D
- c) HOPWA

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- a) Healthcare Reform Update (if any)

13. ANNOUNCEMENTS

14. PUBLIC COMMENT (Up to 10 minutes)

15. REQUEST FOR DATA

16. AGENDA ITEMS FOR NEXT MEETING: Retreat February 28, 2013 at 9:30 a.m. VENUE: ArtServe, 1350 E. Sunrise Blvd., Fort Lauderdale.

17. ADJOURNMENT

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