



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

200 Oakwood Lane, Suite 100, Hollywood, FL, 33020  
Tel: 954-561-9681 / Fax: 954-561-9685

**JOINT CLIENT/COMMUNITY RELATIONS COMMITTEE**

**Meeting Agenda**

September 5, 2012 at 11:00 A.M.

Mount Olive Development Corp. (MODCO) Mack King Carter Empowerment Center  
1530 NW Sixth St. (Sistrunk Blvd.), Ft. Lauderdale 33311

**Karen Creary, Part A Co-Chair**

**Leslie Washington, Part B Co-Chair**

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

- 1. CALL TO ORDER**
- 2. REVIEW MEETING GROUND RULES, STATEMENT OF SUNSHINE & PUBLIC COMMENT REQUIREMENTS**
- 3. WELCOME & INTRODUCTIONS**
- 4. MOMENT OF SILENCE**
- 5. APPROVALS**
  - a) Approval of Today's Agenda
  - b) Approval of the 8/7/12 Meeting Minutes
- 6. TESTIMONIALS**
- 7. PUBLIC COMMENT**
- 8. GRANTEE REPORTS**
  - a) Part A
  - b) Part B (HANDOUT A-1)
  - c) ADAP (HANDOUT A-2)
- 9. NEW BUSINESS (20 minutes each)**
  - a) Committee's second community outreach and educational event. (Handout B)  
*ACTION ITEM: The Committee can decide whether to go forward with a second community event. The location identified so far is Shadowood II, which prefers that sessions for residents take place after dinner. Questions to be decided: Location, date, time, educational topics to be covered, speakers and whether to hold a separate educational event and Committee meeting.*
- 10. PUBLIC COMMENT**
- 11. WORK PLAN REVIEW**  
*ACTION ITEM: Co-Chairs meet with HIVPC Chair and/or Vice Chair to discuss possible changes to the Committee's 2012-13 Work Plan. Members welcome to participate. This can be made the last item on the agenda before adjournment.*
- 12. REQUEST FOR INFORMATION/DATA**
- 13. AGENDA ITEMS FOR NEXT MEETING: Date: 10/2/12; Venue: BRHPC**
- 14. ADJOURNMENT**

**IMPORTANT NOTICE:**

*Please be aware this meeting and all information stated thereof is a matter of public record under FL's Government in the Sunshine Law (Florida Chapter 119.01). Acknowledgement of HIV status is not required, and if disclosed becomes a part of the public record*



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

200 Oakwood Lane, Suite 100, Hollywood, FL, 33020  
Tel: 954-561-9681 / Fax: 954-561-9685

**IMPORTANT NOTICE:**

*Please be aware this meeting and all information stated thereof is a matter of public record under FL's Government in the Sunshine Law (Florida Chapter 119.01). Acknowledgement of HIV status is not required, and if disclosed becomes a part of the public record*



**JOINT CLIENT/COMMUNITY RELATIONS COMMITTEE**  
 200 Oakwood Lane, Suite 100, Hollywood, FL 33020  
 August 7, 2012 at 1:00 p.m.  
**Meeting Minutes**

| <b>Attendance</b> |                                    |                |               | <b>Guests</b>         | <b>Grantee Staff</b>       |
|-------------------|------------------------------------|----------------|---------------|-----------------------|----------------------------|
|                   | <b>Members</b>                     | <b>Present</b> | <b>Absent</b> |                       |                            |
| 1                 | Creary, K. <b>Part A Chair</b>     | <b>X</b>       |               | Laxamana-Schiffer, K. | Strong, K. (Part A)        |
| 2                 | Washington, L. <b>Part B Chair</b> | <b>X</b>       |               |                       | Mercer, A. (Part B)        |
| 3                 | Franks, H.                         | <b>X</b>       |               |                       |                            |
| 4                 | Hernandez, R.                      |                | <b>E</b>      |                       |                            |
| 5                 | Katz, H.B.                         | <b>X</b>       |               |                       |                            |
| 6                 | Kenny, K.                          |                | <b>A</b>      |                       |                            |
| 7                 | Parker-Maysonet, P.                | <b>X</b>       |               |                       | <b>HIVPC Support Staff</b> |
| 8                 | Marcoviche, W.                     |                | <b>E</b>      |                       | Crawford, T.               |
| 9                 | Myers, K.                          | <b>X</b>       |               |                       | DeSa, G.                   |
| 10                | Perigny, W. J.                     |                | <b>E</b>      |                       | Hosein, F.                 |
| 11                | Stoakley, M.                       | <b>X</b>       |               |                       | LaMendola, B.              |
| 12                | Wilkins, D.                        | <b>X</b>       |               |                       | Rosiere, M.                |
|                   | <b>Quorum = 7</b>                  | <b>8</b>       | <b>4</b>      |                       |                            |

**1. CALL TO ORDER**

The Part B Co-Chair called the meeting to order at 1:19 p.m.

**2. REVIEW MEETING GROUND RULES, STATEMENT OF SUNSHINE & PUBLIC COMMENT REQUIREMENTS**

The Part B Co-Chair welcomed everyone. Attendees were notified of information regarding the Government in the Sunshine Law and meeting reporting requirements, which includes the recording of minutes. Attendees were advised that the meeting ground rules are present, for reference. In addition, attendees were advised that the acknowledgement of HIV status is not required but is subject to public record if it is disclosed.

**3. WELCOME AND INTRODUCTIONS**

Members, guests and staff self-introductions were made.

**4. MOMENT OF SILENCE**

A moment of silence was observed.

**5. APPROVALS**

Approval of Today's Agenda

|                    |                                  |
|--------------------|----------------------------------|
| <b>Motion #1</b>   | To approve 8/7/12 Meeting Agenda |
| <b>Proposed by</b> | Mychell Stoakley                 |
| <b>Seconded by</b> | H. Bradley Katz                  |
| <b>Action</b>      | Passed Unanimously               |

Approval of 6/5/12 Meeting Minutes

|                    |  |
|--------------------|--|
| <b>Motion #2</b>   | To Approve the 7/10/12 Meeting Minutes |
| <b>Proposed by</b> | Mychell Stoakley                       |
| <b>Seconded by</b> | H. Bradley Katz                        |
| <b>Action</b>      | Passed Unanimously                     |



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

200 Oakwood Lane, Suite 100, Hollywood, FL, 33020  
Tel: 954-561-9681 / Fax: 954-561-9685

**6. TESTIMONIALS**

- i. Member reported on a young woman who was out of care for a while and is currently in care and doing very well.
- ii. Member reported today was her second day in college. All present congratulated the member.

**7. PUBLIC COMMENT**

There was no public comment.

**8. Grantee Reports**

**A. Part A**

The Part A Grantee reported the completion of the post award submission for HRSA and closing out the fiscal year. A Member said she had been informed Medicaid has restricted clients to no more than two visits a year, noting that would not be sufficient especially as the message is to stay into care. The committee asked for clarification from the Part A Grantee.

**B. Part B**

The Part B Grantee report was provided on expenditures up to June 30 2012: Non Medical Case Management conducted 419 eligibility interviews in June 81 of which were new clients. Medication co-payment served 279 clients of which 11 were new to the program. There were 272 clients served in June for Med Co-Pay and 7 clients served for Mail Orders. Cost avoidance for Med Co-Pay program for June is \$37,097. Total cost avoidance is \$29,171. Home Delivered Meals served one (1) client in June 2012. Medical Transportation for June 2012:

Part A Bus Passes: There were 53 (31 day) and 38 (10 ride) distributed in June.

Part B Bus Passes: There were 150 (31 day) and 110 (10 ride) distributed in June.

Total combined Bus Passes distributed in June for both Parts: 263 (31 day) and 197 (10 ride).

There was discussion about the 10 ride bus passes not being sufficient for more than a couple of medical visits. The Part B Grantee stated that the bus passes cannot be returned and therefore must be utilized. A member stated that there is now a 7-day bus pass and the Part B Grantee would look into these 7-day bus passes.

**C. ADAP Update**

The ADAP report through July 31, 2012 was provided: The total ADAP "open" enrollment was 2,696 with 1,683 total ADAP clients being served in the last 30 days. The ADAP Waitlist enrolled 41 clients and the total ADAP/Medicare Part D Enrollment was 176. There were 634 appointments of which 165 (26%) were missed. Clients Served is defined as clients who had at least one "pickup" in the period. The category definitions are as follows:

**Category A Clients Served = 15** (CD4 < 200 cells/mm<sup>3</sup> and/or CD4% < 14%: A diagnosis of AIDS and/or diagnosis of active opportunistic infection and/or diagnosis of HIV-associated nephropathy.)

**Category B Clients Served = 28** (CD4 cell count between 201-350 cells/ mm<sup>3</sup>: Persons currently on ARV therapy, persons previously on ARV therapy but therapy was interrupted and treatment naïve clients)

**Category C Clients Served = 32** (Treatment naïve clients with CD4 cell count > 350 cells/mm<sup>3</sup>)

**Category D Clients Served = 0** (Unknown/Other)

Clients are removed from the Wait List by medical category in the order of earliest enrollment. This serves as a reminder that clients MUST recertify every 6 months or they will lose their position on the Wait List.

The Part B Grantee reported of a Request for Proposal (RFP) sent out to outsource the ADAP program by the fall of 2012. There will be updates on this as information becomes available.

**9. OVERVIEW OF PART B**

The Part B Grantee presented on Ryan White Part B Services, Funded Programs, Core Eligibility Requirements, Part B Core Eligibility Requirements, Part B Formulary and Medical Transportation.



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

200 Oakwood Lane, Suite 100, Hollywood, FL, 33020  
Tel: 954-561-9681 / Fax: 954-561-9685

**10. OTHER BUSINESS (Unfinished)**

a) Update on Community Educational Event/Business Meeting Locations

Support Staff reported on the findings for the community meeting in September for which contacts were made for two community locations: Shadowood and Mount Olive Development Corporation (MODCO). The following motions were made:

|                    |  |
|--------------------|--|
| <b>Motion #3</b>   | To hold the September 2012 JCCR event on 9/5/12 from 9:00 – 12:00pm at MODCO |
| <b>Proposed by</b> | Herb Franks  |
| <b>Seconded by</b> | Patricia Parker-Maysonet   |
| <b>Action</b>      | Passed Unanimously   |

|                    |  |
|--------------------|--|
| <b>Motion #4</b>   | To combine a business meeting, educational session and listening to the community session at the 9/5/12 event at MODCO |
| <b>Proposed by</b> | Herb Franks  |
| <b>Seconded by</b> | Patricia Parker-Maysonet   |
| <b>Action</b>      | Passes Unanimously   |

b) Agenda for Community Educational Event/Business Meeting

The guest presenter suggested by the Chairs was Dr. Jeffrey Beal of (AIDS Education and Training Center (AETC). The topics to be covered are (i) Prevention for Positives, (ii) Community Viral Load, (iii) Adherence to Care, and (iv) Navigating the Care System. The Chairs stressed that the language of the presentation should be simple for all to understand.

**11. NEW BUSINESS**

A regular guest of the committee was voted in as a new member as shown in the following motion:

|                    |  |
|--------------------|--|
| <b>Motion #5</b>   | To appoint Katrina Schiffer-Laxamana as a member of JCCR |
| <b>Proposed by</b> | H. Bradley Katz  |
| <b>Seconded by</b> | Debbie Wilkins   |
| <b>Action</b>      | Passed Unanimously                                       |

**12. REVIEW COMMITTEE’S:**

- i. Work Plan  
This will be revised so that the goals will be attainable.
- ii. Social Marketing Strategy  
This will be implemented for community events.
- iii. Policies/Procedures/By-Laws/Mission Statement  
This will be reviewed at a future meeting.
- iv. Grievance Policy/Procedures & Grievance Form  
This will be reviewed at a future meeting.

**13. PUBLIC COMMENT**

There was no public comment.

**14. REQUEST FOR INFORMATION**

Any data requests from staff were finalized.



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

200 Oakwood Lane, Suite 100, Hollywood, FL, 33020  
Tel: 954-561-9681 / Fax: 954-561-9685

**15. AGENDA ITEMS FOR NEXT MEETING** - Tuesday, September 5, 2012 at 9:00 a.m. Venue: MODCO.

- ❖ Standing Agenda Items
- ❖ Guest Speakers (TBD)
- ❖ Question/Answer Session
- ❖ Client Listening Session

Should further information be needed, the Chairs gave their contact information to the committee members.

**16. ADJOURNMENT**

Without objection the meeting was adjourned 2:57 p.m.

| JOINT CLIENT/COMMUNITY RELATIONS COMMITTEE - ATTENDANCE CY 2012 |                     |         |        |        |        |        |         |        |     |     |     |     |
|---|---------------------|---------|--------|--------|--------|--------|---------|--------|-----|-----|-----|-----|
| Member  | 1/3/12              | 2/7/12* | 3/6/12 | 4/6/12 | 5/1/12 | 6/5/12 | 7/10/12 | 8/7/12 | Sep | Oct | Nov | Dec |
| <b>Part A</b>   |                     |         |        |        |        |        |         |        |     |     |     |     |
| Creary, K., Co-Chair  | √                   | Quorum  | E      | E      | E      | √      | √       | √      |     |     |     |     |
| Hernandez, R.   | √                   |         | √      | √      | √      | √      | √       | E      |     |     |     |     |
| Katz, H.B.  | A                   |         | √      | E      | √      | √      | √       | √      |     |     |     |     |
| Perigny, W  | √                   |         | √      | √      | √      | √      | √       | E      |     |     |     |     |
| Marcoviche, W.  | √                   |         | √      | √      | √      | √      | √       | E      |     |     |     |     |
| Parker-Maysnet, P.  | Member as of 5/1/12 |         |        |        | √      | √      | A       | √      |     |     |     |     |
| <b>Part B</b>   |                     |         |        |        |        |        |         |        |     |     |     |     |
| Washington, L., Co-Chair  | √                   | Lack of | √      | √      | √      | √      | A       | √      |     |     |     |     |
| Franks, H.  | √                   |         | √      | √      | √      | √      | E       | √      |     |     |     |     |
| Stoakley, M.  | √                   |         | √      | E      | A      | E      | √       | √      |     |     |     |     |
| Kenny, K.   | Member as of 5/1/12 |         |        |        | √      | √      | √       | A      |     |     |     |     |
| Myers, K.   | Member as of 5/1/12 |         |        |        | E      | √      | √       | √      |     |     |     |     |
| Wilkins, D.   | Member as of 5/1/12 |         |        |        | E      | √      | √       | √      |     |     |     |     |
| Quorum=7  |                     |         | YES    | NO     | YES    | YES    | YES     | YES    | YES |     |     |     |



Fort Lauderdale / Broward County EMA  
**Broward County HIV Health Services Planning Council**  
200 Oakwood Lane, Suite 100, Hollywood, FL, 33020  
Tel: 954-561-9681 / Fax: 954-561-9685

Ryan White Part B  
Expenditure Report

| Service Category              | Part B<br>2012-2013<br><br>Allocated | Part B<br>2012-2013<br><br>July /<br>Encumbered | Part B<br>2012-2013<br>Monthly<br>Average Left<br>July | Part B<br>2012-2013<br><br>YTD Spent/<br>Encumbered | Part B<br>2012-2013<br><br>%<br>Encumbered | Part B<br>2012-2013<br><br>(% Left) | Part B<br>2012-2013<br><br>(Balance) |
|-------------------------------|--------------------------------------|---|--|---|--|-------------------------------------|--------------------------------------|
| Home Delivered Meals          | \$2,479                              | \$0   | \$244  | \$525   | 21.2%                                      | 78.8%                               | \$ 1,954                             |
| Medication Co-Pay             | \$610,000                            | \$30,687  | \$64,556   | \$93,550  | 15.3%                                      | 84.7%                               | \$ 516,450                           |
| Case Management (non-medical) | \$228,287                            | \$15,619  | \$21,029   | \$60,059  | 26.3%                                      | 73.7%                               | \$ 168,228                           |
| Medical Transportation        | \$150,971                            | \$0   | \$18,871   | \$0   | 0.0%                                       | 100.0%                              | \$ 150,971                           |
| Administration                | \$110,192                            | \$8,191   | \$9,394  | \$35,038  | 31.8%                                      | 68.2%                               | \$ 75,154                            |
| <b>TOTALS</b>                 | <b>\$1,101,929</b>                   | <b>\$54,497</b>                                 | \$114,095  | \$189,172   | <b>17.2%</b>                               | <b>82.8%</b>                        | <b>\$ 912,757</b>                    |

82.8%

**Home Delivered Meals Served 0 client**

**Medication Co Payment** served 259 clients in July in which 5 were new to the program.

256 Clients served in July Medication Co Payment.

3 Clients served in July Mail Order

**Cost Avoidance for Medication Co-Payment Program for July is \$29,668 .**

**Savings as a result of using co-pay cards April- July is approximately \$ 50,336.**

**Non-Medical Case Management** conducted 572 eligibility interviews in July of which 74 were new clients.

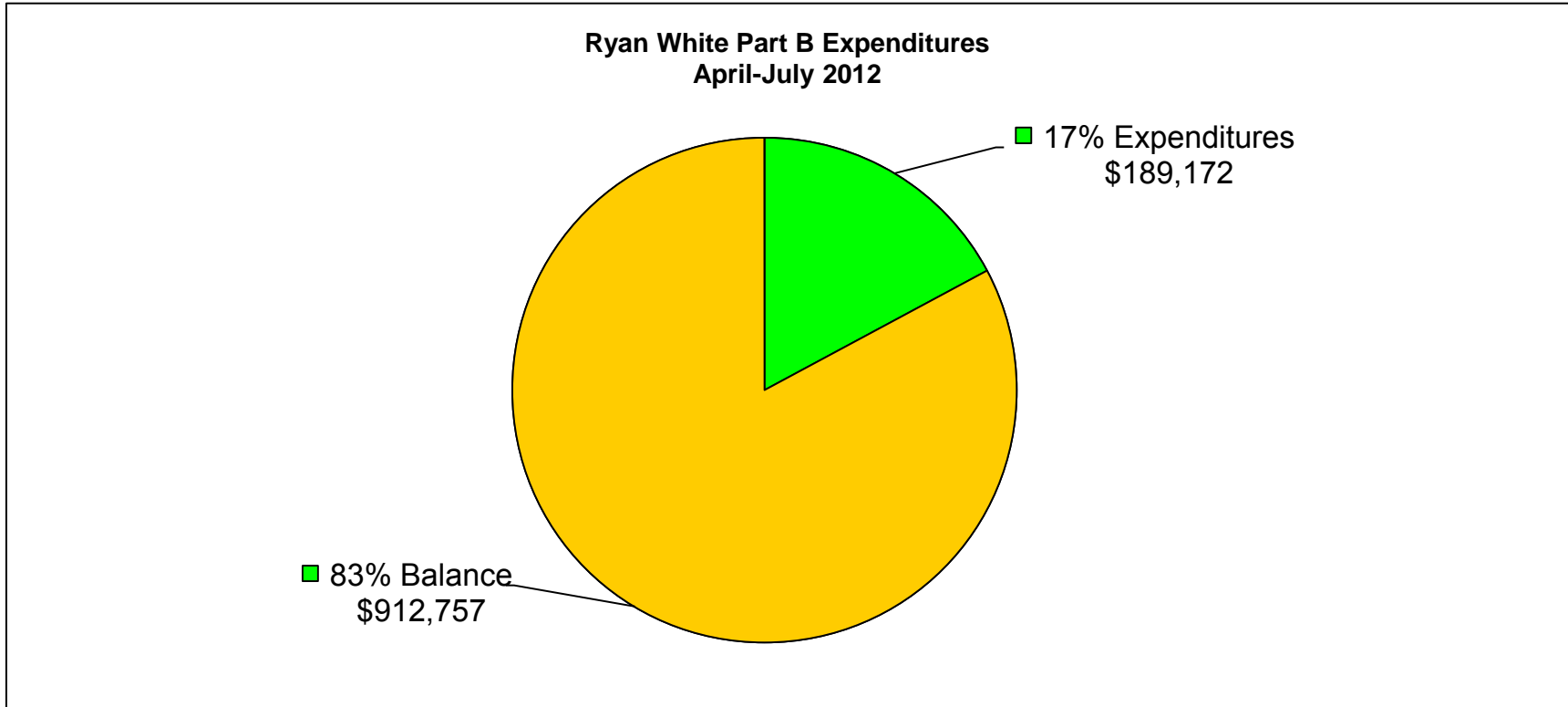
**Medical Transportation Part B Bus Passes:** 134 (31 day) and 30 (10 ride) were picked up by clients in July.

**Medical Transportation Part A Bus Passes:** 135 (31 day) and 30 (10 ride) were picked up by clients in July.

The passes distributed is a partial number as not every agency pickups each month.

This report reflects all invoices received and paid as of 7/31/2012





Report for Fiscal Year April 2012 thru March 2013

**Medication Co Payment Cost Avoidance / Actual Savings 1st Quarter April-June 2012**

|                | <b>Actual Expenditure</b> | <b>Cost Avoidance</b> | <b>Monthly Average</b> | <b>Actual Savings</b> | <b>Actual Savings</b>                                  |
|----------------|---------------------------|-----------------------|------------------------|-----------------------|--|
| April          | \$1,393.00                | \$34,507.00           | \$50,833.00            |                       | <b>Actual Savings<br/>April - July<br/>\$50,336.00</b> |
| May            | \$34,054.31               | \$35,398.00           | \$50,833.00            | \$15,435.00           |  |
| June           | \$27,415.30               | \$37,097.00           | \$50,833.00            | \$13,736.00           |  |
| <b>1st Qtr</b> | <b>\$62,862.61</b>        | <b>\$107,002.00</b>   | <b>\$152,499.00</b>    | <b>\$29,171.00</b>    |  |
| July           | \$29,984.06               | \$ 29,668.00          | \$50,833.00            | \$21,165.00           |  |
| Aug            |                           |                       |                        |                       |  |
| Sept           |                           |                       |                        |                       |  |
| <b>2nd Qtr</b> | <b>\$29,984.06</b>        | <b>\$ 29,668.00</b>   | <b>\$50,833.00</b>     | <b>\$21,165.00</b>    |  |

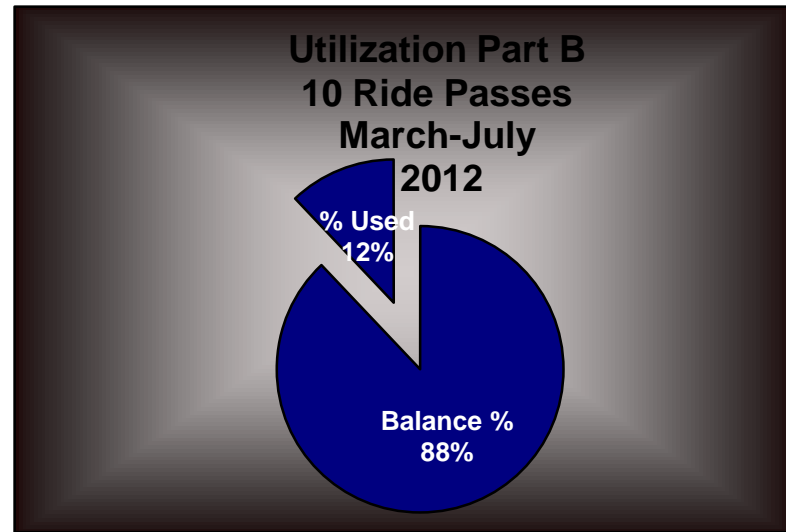
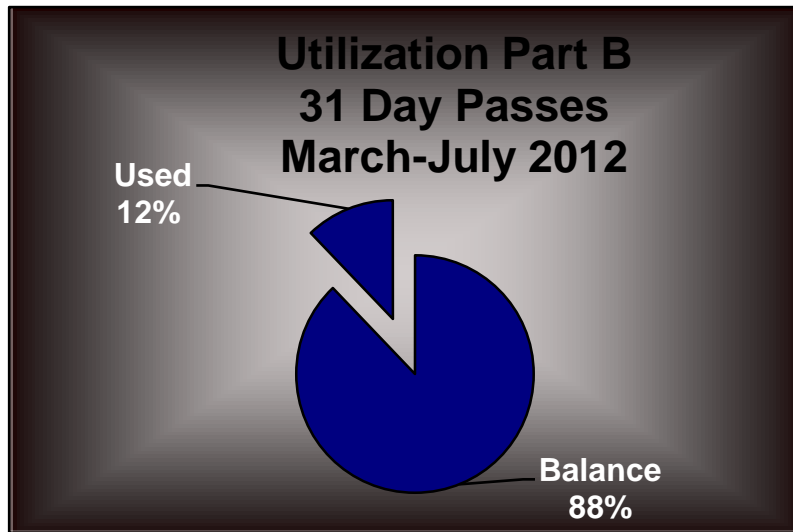
**PART B BUS PASSES UTILIZED**

**Part B Originally Purchased**

|           |              |             |              |                      |
|-----------|--------------|-------------|--------------|----------------------|
| 1/5/2012  | 31 Day       | 1312        |              | \$ 29,000.00         |
| 2/3/2012  | 31 Day       | 1201        |              | \$ 34,829.00         |
| 2/17/2012 | 31 Day       | 1721        |              | \$ 49,909.00         |
|           | <b>TOTAL</b> | <b>4234</b> |              |                      |
| 1/5/2012  | 10 ride      | 1000        |              | \$ 16,000.00         |
| 2/6/2012  | 10 ride      | 950         |              | \$ 15,200.00         |
|           | <b>TOTAL</b> | <b>1950</b> |              |                      |
|           |              |             | <b>TOTAL</b> | <b>\$ 144,938.00</b> |

| 31 Day | Balance | Used | Balance % | % Used |
|--------|---------|------|-----------|--------|
| 4234   | 3720    | 514  | 88%       | 12%    |

| 10 Ride | Balance | Balance % | % Used | Used |
|---------|---------|-----------|--------|------|
| 1950    | 1727    | 89%       | 12%    | 237  |



## Broward County Health Department ADAP Report as of 8/28/2012

|  |       |
|--|-------|
| Total ADAP "Open" Enrollment               | 2,681 |
| Total ADAP Clients Served in Last 30 Days* | 1,745 |
| Total ADAP Waitlist Enrollment**           | 147   |
| Category A                                 | 30    |
| Category B                                 | 60    |
| Category C                                 | 57    |
| Total ADAP/Medicare Part D Enrollment      | 176   |
| Number of Appointments in July             | 802   |
| Number of Missed Appointment in July       | 221   |
| Percentage of July Appointments Missed     | 28%   |

\*"Clients Served" defined as having at least one "pickup" in the period.

\*\* Category Definitions:

**CATEGORY A**

Diagnosis of AIDS and/or CD4 < 200 cells/mm<sup>3</sup> and/or CD4% < 14%

Diagnosis of active opportunistic infection

Diagnosis of HIV-associated nephropathy (HIVAN)

**CATEGORY B**

Persons who are currently on ARV therapy

Persons who were previously on ARV therapy but therapy was interrupted

Treatment naïve clients with CD4 cell count between 201-350 cells/ mm<sup>3</sup>

**CATEGORY C**

Treatment naïve clients with CD4 cell count > 350 cells/mm<sup>3</sup>

**CATEGORY D**

Unknown/Other

Clients are removed from the Wait List **by medical category** in the order they were placed on it.

This serves as a reminder to people that if they are on the wait list they **MUST** recertify at 6 months or they will lose their position on the Wait List.

| 1. DEVELOP ANNUAL JCCR PLAN  |   |                   |  |             |          |  |
|--|---|-------------------|--|-------------|----------|--|
|  | Objectives  | Accountability    | Outcome  | Target Date | Due Date | Status   |
| A.   | Decide on Committee Tasks and goals for the Fiscal year             | JCCR              | JCCR work plan                                 | 3/2012      | 3/2012   |  |
| 2. DEVELOP AND IMPLEMENT JCCR COMMITTEE POLICIES AND PROCEDURES  |   |                   |  |             |          |  |
| A.   | Update Policies and Procedures                                      | JCCR              | Current JCCR P&P                               | 3/2012      | 3/2012   |  |
| 3. RECOMMEND POLICIES TO INCREASE PLWHA PARTICIPATION AT ALL LEVELS OF COUNCIL ACTIVITIES.                                   |   |                   |  |             |          |  |
| A.   | Discuss and recommend policies to increase PLWHA Participation.     | JCCR              | Increased PLWHA participation                  | Ongoing     | Ongoing  |  |
| 4. HOLD AT LEAST 3 BUSINESS MEETINGS IN THE COMMUNITY TO INCREASE AWARENESS OF THE COUNCIL AND ENCOURAGE PLWHA PARTICIPATION |   |                   |  |             |          |  |
| JCCR Community Business Meeting #1   |   |                   |  |             |          |  |
| A.   | Develop meeting #1 agenda; identify location, and materials needed. | JCCR, HIVPC Staff | Meeting preparedness                           | 7/2012      | 7/2012   | Discussion Completed; Location Identified; Speakers have been identified and staff will contact proposed speaker. UPDATE: Speakers invited and added to Agenda. MODCO managers and Grantee (Strong, K.) recommend separating the business meeting agenda from the information portion, as attendees may not want to announce themselves in a public forum such as the business meeting. PC Manager and Grantee on site visit 8/20/12. Found that site is appropriate for this event. |
| B.   | Hold meeting #1   | JCCR, HIVPC Staff | Meeting held                                   | 7/10/12     | 9/2012   | Mount Olive Development Company (MODCO) – PC Manager to report to Division Director after the 8/20 MODCO site visit.   |
| C.   | Analyze effectiveness of meeting and make future recommendations.   | JCCR              | Increased meeting efficiency and effectiveness | 10/2012     | 10/2012  | To be held 9/5/12 at 9:30 a.m.   |
| JCCR Community Business Meeting #2   |   |                   |  |             |          |  |
| A.   | Develop meeting #1 agenda; identify location, and materials needed. | JCCR, HIVPC Staff | Meeting preparedness                           | 10/2012     | 10/2012  | To keep up with three business meetings in the community (the first being in September 2012) the committee spoke about holding another meeting before the end of 2012. TBD 10/2012 meeting   |

|   |  |                       |   |                    |                 |  |
|---|--|-----------------------|---|--------------------|-----------------|--|
| B.  | Hold meeting #2.   | JCCR, HIVPC Staff     | Meeting held                                    | TBD                | TBD             | TBD Recommended location: Shadowood II in Fort Lauderdale. Educational presentation for the residents. Managers of facility cooperative, they suggest meeting in the evening after dinner when all residents available.  |
| C.  | Analyze effectiveness of meeting and make future recommendations.  | JCCR                  | Increased meeting efficiency and effectiveness. | 11/2012            | 11/2012         |  |
| <b>JCCR Community Business Meeting #3</b>   |  |                       |   |                    |                 |  |
| A.  | Develop meeting #1 agenda; identify location, and materials needed.  | JCCR, HIVPC Staff     | Meeting preparedness                            | 1/2013             | 1/2013          | TBD  |
| B.  | Hold meeting #3.   | JCCR, HIVPC Staff     | Meeting held                                    | 2/2013             | 2/2013          |  |
| C.  | Analyze effectiveness of meeting and make future recommendations.  | JCCR                  | Increased meeting efficiency and effectiveness. | 3/2013             | 3/2013          | Recommended sites for future meetings: Broward House, Red Hispana, Pride Center where meetings before 4:00 p.m. are cost-free, Mount Olive Development Corporation (MODCO), and the African American Cultural Center, Broward County parks, Broward County Library, CDTC |
| <b>5. CONDUCT AT LEAST ONE PUBLIC EVENT IN THE COMMUNITY TO INCREASE AWARENESS OF THE COUNCIL'S PURPOSE AND ACTIVITIES AND ENCOURAGE THE PARTICIPATION OF PLWHA. (MEETING WILL CONSIST OF THE ANNUAL COMMUNITY PSRA PRESENTATION)</b> |  |                       |   |                    |                 |  |
|   | <b>Objectives</b>  | <b>Accountability</b> | <b>Outcome</b>                                  | <b>Target Date</b> | <b>Due Date</b> | <b>Status</b>  |
| A.  | Develop event #1 objectives, focal areas, and outcomes; identify speakers, location, and materials needed. | JCCR, HIVPC Staff     | Meeting preparedness                            | 3/2012             | 3/2012          |  |
| B.  | Implement social marketing strategy to achieve attendance goals.   | JCCR, HIVPC Staff     | Increased PLWHA attendance                      | 4/2012             | 4/2012          |  |
| C.  | Hold event   | JCCR, HIVPC Staff     | Meeting held                                    | 5/2012             | 5/2012          |  |
| D.  | Analyze effectiveness of event #1 and make future recommendations.   | JCCR                  | Increased meeting efficiency and effectiveness  | 6/2012             | 6/2012          |  |
| A.  | Assist with marketing/outreach for QI Trainings for Consumers  | JCCR, HIVPC Staff     | Consumer involvement                            | Ongoing            | Ongoing         |  |
|   |  |                       |   |                    |                 |  |

**7. CONDUCT ANNUAL JCCR WORK PLAN EVALUATION**

|    |   |      |  |           |           |                     |
|----|---|------|--|-----------|-----------|---------------------|
| A. | Review progress towards completion of annual JCCR Work Plan | JCCR | Identify barriers  | Ongoing   | Ongoing   |                     |
| B. | Review 2012-15 Comprehensive Plan                           | JCCR | Make committee members familiar with Comp Plan to help them tailor JCCR work for year. | July 2012 | July 2012 | Completed July 2012 |