



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

MEETING AGENDA

Committee: Broward County HIV Health Services Planning Council
Date/Time: February 27, 2020, 9:30 a.m. **Location:** Governmental Center GC-430
Chair: Dr. Réquel Lopes, AP **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 02/27/20 Meeting Agenda
- g. Approval of 01/23/20 Meeting Minutes

3. PHONE INTRODUCTIONS

4. PUBLIC COMMENT (Up to 10 minutes)

5. FEDERAL LEGISLATIVE REPORT – Handout A (Kareem Murphy)

6. CONSENT ITEMS

I. Motion to approve Ebonni Chrispin to join the System of Care Committee.

Justification: Ebonni Chrispin is a Legislative Affairs and Community Engagement manager for AHF and will make a strong addition to the System of Care Committee.

PROPOSED BY: System of Care Committee Chair

II. Robert’s Rules of Order Training (Handout B)

Justification: To discuss the Robert’s Rules of Order training approved by MCDC and the Executive Committee.

PROPOSED BY: MCDC and Executive Committee

III. Motion to approve FY2020-2021 HIVPC Committee Work Plans (Handouts C1-C3)

Justification: The MCDC, PSRA, Executive Committees have reviewed and updated the Committee Work Plans for FY2020-2021. Each Committee has approved its Work Plan respectively.

PROPOSED BY: Membership/Council Development Committee, Priority Setting & Resource Allocation Committee, and Executive Committee

7. NEW BUSINESS

I. HIVPC Membership (Handouts C3 & D)

Justification: To discuss the recruitment of unaffiliated consumers and expediting the approval of new members.

PROPOSED BY: Executive Committee

II. HIVPC Chair and Vice Chair Elections (Handouts E1-E2)

Justification: To discuss the leadership position openings and their responsibilities. The Nominating process has not resulted in a slate of candidates. This extension of the nominating timeline is intended to produce a slate of candidates.

PROPOSED BY: Executive Committee

8. DISCUSSION ITEMS

None.

9. COMMITTEE REPORTS (15 minutes)

I. COMMUNITY EMPOWERMENT COMMITTEE (CEC)

February 4, 2020

Chair: Dennis, B. V., Chair: A. Ruffner

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

Community Empowerment Committee Event Planning: The Committee was informed that the event they voted to hold on February 9, 2020 was canceled. The Bishop of the church that was to serve as the location did not feel it was a reasonable timeframe. A suggestion was made to utilize an event at the African American Research Library & Cultural Center (AARLCC) as a CEC event. The Committee voted to attend, table, and briefly speak at the event.

FY2020-2021 CEC Work Plan: The Committee reviewed its progress on the FY2019-2020 Work Plan (Handout A1 on file). CEC did not complete the majority of its listed activities in this fiscal year. In part, challenges with sustaining Committee leadership and time spent on grant writing were hinderances. The FY2020-2021 CEC Work Plan was tabled so that the work could continue in the Committee's next meeting.

C. Data Requests:

Members requested a calendar of HIV awareness days and education on services provided by the Ryan White Part A Program. This information will be useful in engaging the community.

D. Rationale for Recommendations:

None.

E. Data Reports/ Data Review Updates:

None.

F. Other Business Items:

None.

G. Agenda Items for Next Meeting:

Finalize FY2020-2021 CEC Work Plan.

H. Next Meeting Date:

March 3, 2020 at 3:00 p.m. Room: GC-320

II. MEMBERSHIP/COUNCIL DEVELOPMENT COMMITTEE

February 13, 2020

Chair: V. Foster, V. Chair: T. Moragne

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

Review HIVPC Demographics: The Planning Council currently has 20 members since one member's passing and another's resignation. The total percentage of unaffiliated consumers for the Planning Council has decreased to 25%, which is below the HRSA-mandated 33%.

Members discussed the immediate need to implement a strategy that will increase consumer membership and maintain engagement. The HIVPC remains under-representative of White consumers as well as male consumers. Members also discussed potential strategies and locations for recruitment to increase the percentage of people with HIV on the HIVPC.

Planning Council and Committee Attendance: Members reviewed the Committee and HIVPC attendance report and discussed any changes that have occurred across committees (Handout B on file). There have been no warnings or removals since the last MCDC meeting, but one member has passed away and another resigned.

Current Applicants, Interested Parties, and Appointments: None.

HIVPC Training & Presentation Plan: Members reviewed the HIVPC Training & Presentation Plan and discussed the Robert's Rules of Order Training. After reviewing available training options, the Committee voted to approve an offsite continuing education for the HIVPC on Robert's Rules including TEAM development and coaching for Chairs.

Review Progress MCDC Work Plan: The Committee reviewed its progress through its FY2019 Work Plan (Handout D1 on file). MCDC completed nearly every task on its Work Plan but had not achieved its goal of 33% PLWHA representation. For the coming fiscal year, members chose to include "to passionately engage 100 community members and recruit 7 members to the HIVPC" in the FY2020 goal. Members discussed activities and objectives to serve that goal in the coming year. A sample Work Plan evaluation was shared with the Committee. This evaluation tool will be used throughout the year to track MCDC's progress in completing its objectives. After further revision, the Committee voted to approve its FY2020 Work Plan with the stipulation that activities may change as the Work Plan evaluation tool develops.

C. Data Requests:

None.

D. Rationale for Recommendations:

Members voted to structure a Robert's Rules training for HIVPC members. This training will equip current members with necessary tools for meeting engagement and facilitation.

MCDC also voted to approve its FY2020 Work Plan. The Work Plan for the coming fiscal year includes more community engagement activities and recruitment & retention initiatives to increase consumer membership.

E. Data Reports/ Data Review Updates:

None.

F. Other Business Items:

None.

G. Agenda Items for Next Meeting:

Develop HIVPC Recruitment Video Script

H. Next Meeting Date:

TBD at 11:30 a.m. Room: TBD

III. QUALITY MANAGEMENT COMMITTEE (QMC)

January 27, 2020

Chair: Vacant, V. Chair: B. Fortune-Evans

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

The CQM Support staff presented data in response to the data request generated at the 11/18/19 QMC Meeting discussing client housing status between FY2016 and FY2018. Members discussed the utilized definition for housing status and the possibility of redefining this field.

The CQM team members gave a brief overview of the proposed Universal Service Delivery Model. The Universal SDM would serve as the minimum standards of care for all RWHAP Part A funded providers within the EMA regardless of service category. The purpose of the Universal SDM is to ensure that all clients receive the same quality of care regardless of where they receive services. Members voted to approve the Universal Service Delivery Model for the EMA.

C. Data Requests:

None.

D. Rationale for Recommendations:

None.

E. Data Reports/ Data Review Updates:

None.

F. Other Business Items:

None.

G. Agenda Items for Next Meeting:

Data Presentation

H. Next Meeting Date:

February 24, 2020 at 12:30 p.m. Room: TBD

IV. EXECUTIVE COMMITTEE

February 20, 2020

Chair: R. Lopes, V. Chair: C. Grant

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

February 27, 2020 HIVPC Agenda: The Executive Committee voted to include a discussion regarding HIVPC membership on the Council agenda.

HIVPC Elections FY2020: The ad-Hoc Nominating Committee Chair provided an update on the Elections process. The Nominating Committee met and approved its slate of candidates and ballots. The Committee also assigned its members tasks to perform during the Elections.

Leadership Training: MCDC approved a Robert's Rules training to be held as an off-site half-day event. This training will include Robert's Rules of Order as well as board development activities. The training was presented to the Executive Committee for review.

Ryan White Part A Video Launch: The Recipient discussed this suggestion with the Committee. The Ryan White Part A Program recently completed a series of videos about the Program and how to access care in Broward. After speaking with the HIVPC Chair, the Recipient agreed that hosting a public launch of the videos would be a strong promotional tool as well as an opportunity for HIVPC to engage with community members and interested parties. The Executive Committee will sponsor and plan the event.

Work Plan Review: The Executive Committee reviewed its FY2019 Work Plan. The Committee completed most of its tasks and accomplished its goal of bringing 10 new members to the Council and its Committees in total. The Executive Committee chose to maintain this goal in FY2020 and added 2 activities to its Work Plan to monitor Council membership and Ending the HIV Epidemic (EHE) Plan progress.

C. Data Requests:

None.

D. Rationale for Recommendations:

The Executive Committee voted to include a discussion of HIVPC membership on the Council's agenda to maintain transparency and encourage current HIVPC members to recruit unaffiliated consumers. The Committee voted to include EHE updates on the FY2020 Work Plan to monitor progress. Executive voted to approve its FY2020 Work Plan to continue serving the HIVPC through its activities and objectives.

E. Data Reports/ Data Review Updates:

None.

F. Other Business Items:

None.

G. Agenda Items for Next Meeting:

Video Launch Event Planning

H. Next Meeting Date:

February 27, 2020 at 9:00 a.m. Room: GC-430

V. PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE (PSRA)

February 20, 2020

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

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

Monthly Expenditures/Utilization Report: The Recipient Part A Manager reviewed expenditures and utilization through 11 months of service. At this point in the fiscal year, Part A service categories have expended 91% of their service category funding. MAI funds have been 66% utilized, and remaining funds will be carried over into the next fiscal year. The Recipient noted that a change in criteria for MAI services, approved by PSRA, expanded the number of clients who could utilize the service, and members should, therefore, expect an increasing trend of utilization.

FY2021 PSRA Process: The Committee reviewed options for possible PSRA Process schedules for FY2020-2021. The restructured timelines provide members with a choice of either an open schedule or a more condensed schedule. Members preferred the first option because it provides the Committee more time to carry out all required functions of the process.

Work Plan Review: The Committee reviewed recommendations of its FY2020-2021 Work Plan. After reviewing the recommendations, the Committee chose to approve the new work plan to include a restructured PSRA process. There was some discussion around the impact of the Ending the HIV Epidemic (EHE) funding and whether changes to Part A funding would be necessary to prevent duplication of services; however, a majority of EHE funds will be utilized for PrEP and prevention with some dollars allocated to Part A for treatment and care.

C. Data Requests:
None.

D. Rationale for Recommendations:
Members voted to approve a restructured PSRA Process timeline for FY2020-2021. The Committee voted to approve changes to its FY2020-2021 Work Plan.

E. Data Reports/ Data Review Updates:
None.

F. Other Business Items:
None.

G. Agenda Items for Next Meeting:
Begin PSRA Process

H. Next Meeting Date:
March 19, 2020 at 9:00 a.m. Room: A-337

VI. SYSTEM OF CARE (SOC)
No February Meeting

Chair: A. Ruffner, V. Chair: J. Rodriguez

VII. AD-HOC NOMINATING COMMITTEE
February 13, 2020

Chair: Katz, H.B., V. Chair: None

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

Slate of Officers: The Committee reviewed the one Chair Nominee Questionnaire and the one Vice Chair Nominee Questionnaire that were received. Members voted to approve the slate of officers.
Review Election Process and Logistics: Committee members voted to approve the Chair and Vice Chair ballots and determined roles to perform during the election.

C. Data Requests:
None.

D. Rationale for Recommendations:
Members voted to approve the slate of candidates, Chair and Vice Chair ballots, and roles to perform during the election. This was to ensure an organized election process that's in line with the Robert Rules of Order.

E. Data Reports/ Data Review Updates:
None.

F. Other Business Items:
None.

G. Agenda Items for Next Meeting:
None.

H. Next Meeting Date:
None.

** For detailed discussion on any of the above items, please refer to the meeting minutes. **
Meeting Packets are available at: [The HIV Planning Council Website](#)

10. RECIPIENT REPORTS (20 minutes)

- a. Part A
- b. Part B
- c. Part C
- d. Part D
- e. Part F
- f. HOPWA
- g. Prevention – Quarterly Update (January, April, July, October)

11. UNFINISHED BUSINESS

12. PUBLIC COMMENT (Up to 10 minutes)

13. ANNOUNCEMENTS

14. REQUEST FOR DATA

15. AGENDA ITEMS FOR NEXT MEETING: March 26, 2020 9:30 a.m. **LOCATION:** GC-430

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 •

CY2020 HIVPC Attendance

Consumer	Absences PLWHA	Count	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date	23	27										
0	0	0	1	Arencibia, Y.	X											
0	1	0	2	Barnes, B.	X											
1	1	0	3	Bhrangger, R.	E											
0	0	0	4	Cutright, A.	X											
1	1	0	5	Dennis, B.	X											
0	0	0	6	Fortune-Evans, B.	X											
0	0	0	7	Foster, V.	X											
0	0	0	8	Grant, C.	X											
0	0	0	9	Hayes, M.	X											
0	0	0		Holness, Dale V.C. (Mayor)	N - 02/11											
1	1	0	10	Katz, H.B.	X											
1	1	0	11	Lewis, V.	X											
0	0	0	12	Lopes, R. <i>Chair</i>	X											
1	1	0	13	Marcoviche, W.	E											
0	0	1	14	Moragne, T.	A											
0	0	0	15	Moreno, V.	X											
0	1	0	16	Robertson, L.	X											
0	0	0	17	Rodriguez, J.	E											
0	0	0	18	Ruffner, A.	X											
0	0	0	19	Schweizer, M.	X											
0	0	1		Sharief, B. (Comm)	A Z - 02/11											
0	0	1	20	Siclari, R.	A											
Quorum = 11				15	0	0	0	0	0	0	0	0	0	0	0	

Legend:	
X - present	N - newly appointed
A - absent	Z - resigned
E - excused	C - canceled
NQA - no quorum absent	W - warning letter
NQX - no quorum present	R - removal letter
CX - canceled due to quorum	



MEETING MINUTES

Committee: Broward County HIV Health Services Planning Council

Date/Time: January 23, 2020, 9:30 a.m. **Location:** Government Center GC-430

Chair: Dr. Réquel Lopes, AP **Vice Chair:** Claudette Grant

ATTENDANCE

#	Member	Present	Absent	Recipient Staff
1	Arencibia, Y.		X	Anderson, T.
2	Barnes, B.	X		Garcia, E.
3	Bhrangger, R.		E	Beebe, S.
4	Cutright, A.	X		Cunningham, D.
5	Dennis, B.	X		
6	Fortune-Evans, B.	X		HIVPC Staff
7	Foster, V.	X		Martinez, G.
8	Grant, C.	X		Oratien, V.
9	Hayes, M.	X		Ukpai, F.
	Sharief, Comm B.		X	Guice, M.
10	Katz, H. B.	X		Seitchick, J.
11	Lewis, V.	X		
12	Lopes, R. Chair	X		Guests
13	Marcoviche, W.		E	Mester, B.
14	Moragne, T.		X	Smith, C.
15	Moreno, V.	X		McShee, S.
16	Robertson, L.	X		
17	Rodriguez, J.		E	
18	Ruffner, A.	X		
19	Schweizer, M.	X		
20	Siclari, R.		X	
	Quorum = 12	14		

1. CALL TO ORDER

The chair called the meeting to order at 9:39 a.m.

2. WELCOME AND PUBLIC RECORD REQUIREMENTS

The HIVPC Chair welcomed everyone. Introductions were made by HIVPC members, PCS 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: Arencibia, Y. **Seconded by:** Robertson, L.
Action: Passed Unanimously

Motion #2: To approve the 12/05/19 minutes
Proposed by: Schweizer, M. **Seconded by:** Hayes, M.
Action: Passed Unanimously

3. PHONE INTRODUCTIONS

None.

4. PUBLIC COMMENT (Up to 10 minutes)

None.

5. FEDERAL LEGISLATIVE REPORT – Handout A (Kareem Murphy)

A written legislative report (Handout A on file) was provided to the Council by Kareem Murphy.

6. CONSENT ITEMS

Motion #3: To approve the consent items
Proposed by: Barnes, B. **Seconded by:** Foster, V.
Action: Passed Unanimously

7. DISCUSSION ITEMS

I. FY2019-2020 Reallocation

The Chair of PSRA reviewed the Committee's recommendations for reallocations. In this sweeps process, each provider's request for funding has been honored. It was noted that there are service categories for which funds are recommended to be swept out and swept in. Those service categories received returns from some providers and requests from others. These funds are being reallocated from providers to other providers in the same category. The HIVPC moved to approve the reallocations.

Motion #4: To reallocate \$639,109 from Outpatient Ambulatory Health Services
Proposed by: PSRA **Seconded by:** Barnes, B.
Action: Passed Unanimously

Motion #5: To reallocate \$10,546 from AIDS Pharmaceutical Assistance
Proposed by: PSRA **Seconded by:** Katz, H.B.

Discussion: The HIVPC Chair requested an overview of the reallocations process. The PSRA Chair explained that over the course of the fiscal year, agencies have been utilizing the funds allocated to their service categories. Throughout the year, some services have spent more than they were allocated, while some have spent less. Reallocations, or "Sweeps," is the process by which funds are returned by some service providers and given to others.

Action: Passed Unanimously

Motion #6: To reallocate \$68,524 from Oral Health Care – Routine
Proposed by: PSRA **Seconded by:** Foster, V.
Action: Passed Unanimously

Motion #7: To reallocate \$35,100 from Medical (Disease) Case Management
Proposed by: PSRA **Seconded by:** Arencibia, Y.
Action: Passed Unanimously

Motion #8: To reallocate \$28,000 from Mental Health – Trauma-Informed
Proposed by: PSRA **Seconded by:** Hayes, M.
Action: Passed Unanimously

Motion #9: To reallocate \$343,383 to Outpatient Ambulatory Health Services
Proposed by: PSRA **Seconded by:** Ruffner, A.
Action: Passed Unanimously

Motion #10: To reallocate \$116,419 to AIDS Pharmaceutical Assistance
Proposed by: PSRA **Seconded by:** Hayes, M.
Action: Passed Unanimously

Motion # 11: To reallocate \$87,233 to Oral Health Care – Routine
Proposed by: PSRA **Seconded by:** Dennis, B.
Action: Passed Unanimously

Motion #12: To reallocate \$95,236 to Case Management
Proposed by: PSRA **Seconded by:** Arencibia, Y.
Action: Passed Unanimously

Motion #13: To reallocate \$111,008 to Medical (Disease) Case Management
Proposed by: PSRA **Seconded by:** Arencibia, Y.
Action: Passed Unanimously

Motion #14: To reallocate \$28,000 to Mental Health – Trauma-Informed
Proposed by: PSRA **Seconded by:** Lopes, R.
Action: Passed Unanimously

II. HIVPC Chair and Vice Chair Election Discussion

The Chair of the ad-Hoc Nominating Committee informed the HIVPC that no Nominee Questionnaires were received for either the Chair or Vice Chair position. One suggested reason for this lack of participation was ignorance of the current leadership's plan not to run for a second term. Another suggestion was that members may not be aware of the roles and responsibilities of the Chair and Vice Chair. These roles and responsibilities have been included in the meeting packet (Handout C on file) and will be included with the Nomination Questionnaire when disseminated.

The Committee would like to have leadership in place in time for the start of the new fiscal year. After some discussion, the Council chose to revise its timeline and hold elections at its February 2020 meeting.

Motion #15: To readjust the Elections Timeline to accept nominations from the floor at this meeting; close the nominations process on Thursday, February 13, 2020; and hold Chair and Vice Chair elections on Thursday, February 27, 2020.

Proposed by: Barnes, B. **Seconded by:** Hayes, M.

Discussion: Using this timeline would give the ad-Hoc Nominating Committee a limited timeframe to meet before the election.

Friendly Amendment: To close the nominations process on Friday, February 7, 2020.

Proposed by: Hayes, M. **Accepted by:** Barnes, B.

Action: Passed Unanimously

Once approved, HIVPC accepted nominations from the floor. The Current Council Chair and Vice Chair were nominated for their current positions and accepted.

ACTION ITEM: Send an email to all members detailing the nominating timeline update.

8. NEW BUSINESS

None.

9. COMMITTEE REPORTS (15 minutes)

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

The report stands. The CEC Chair stated that the event discussed at the January meeting will not be possible. If it is not possible to hold another event in February, the Chair potentially plans for the Committee to hold one in March in honor of National Women and Girls' HIV/AIDS Awareness Day. Because the event will not be taking place, the ad-Hoc Event Committee approved at this meeting is now defunct. A Committee member expressed concern that CEC will continue this pattern if it holds an event in March.

January 7, 2020

Chair: B. Dennis, V. Chair: A. Ruffner

A. **Discussion Item:**

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

CEC Event Planning: CEC chose to hold a church-based event in honor of National Black HIV/AIDS Awareness Day in February and voted to establish an Ad-Hoc Committee to plan the specifics of the event. The Committee also discussed holding an education event with older adults, women, and youth as the populations of focus. These events would satisfy one of CEC's workplan goal of hosting an education and outreach events in FY2019.

C. **Data Requests:**

None.

D. **Rationale for Recommendations:**

Members voted in favor of community events focused on populations and locations which were not previously prioritized.

E. **Data Reports/ Data Review Updates:**

None.

F. **Other Business Items:**

None.

G. **Agenda Items for Next Meeting:**

Finalize CEC Event and CEC Outreach Survey.

H. **Next Meeting Date:**

February 4, 2020 at 3:00 p.m. Room: GC-320

II. **MEMBERSHIP/COUNCIL DEVELOPMENT COMMITTEE (MCDG)**

No January Meeting

Chair: V. Foster, V. Chair: Moragne, T.

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

Next Meeting Scheduled for January 27, 2020 Chair: Vacant, V. Chair: B. Fortune-Evans

IV. EXECUTIVE COMMITTEE

The report stands.

January 16, 2020

Chair: R. Lopes, Chair: C. Grant

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

HIVPC Elections FY2020: Committee members discussed recommendations made by the ad-Hoc Nominating Committee on ways to improve the nomination process. The current Chair and Vice Chair will now have to state their intentions about reelections and the nominee questionnaire will now include the Chair/Vice Chair Responsibilities as a permanent addendum. The discussion concluded with the extension of the nomination timeframe to February 7th.

System of Care Committee Update: The Committee Chair discussed the status of the System of Care (SOC) Committee and the coordination call held on January 8th. As it stands, SOC is in the primary stages of outlining the scope of the Committee work moving into this next iteration. The SOC Chair announced that the committee is seeking diverse voices from throughout the community to include consumers and direct service providers. A member made a recommendation about recruitment to include the Test & Treat Champions or get other recommendations from that group for viable applicants.

Integrated Plan & Ending the HIV Epidemic Facilitated Meeting: The Recipient discussed the Ending the HIV Epidemic Plan which was drafted by the State of Florida and Broward Department of Health to include Broward County specific goals and objectives. Currently, there are two different plans, the Integrated Plan and the Ending the HIV Epidemic Plan; however, the Integrated Workgroup needs to be oriented around nonduplicative work. The Recipient expressed a need for an executive meeting between all planning bodies to form a community response that is reflective of both plans.

C. Data Requests:

None.

D. Rationale for Recommendations:

None.

E. Data Reports/ Data Review Updates:

None.

F. Other Business Items:

None.

G. Agenda Items for Next Meeting:

HIVPC Recipient Reports, Member Training Process, and Work Plan Review

H. Next Meeting Date:

February 20, 2020 at 11:30 a.m. Room: A-337

V. PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE (PSRA)

The report stands. The Committee Chair commended PSRA for its hard work throughout the fiscal year.

January 16, 2020

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

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

Monthly Expenditures/Utilization Report: The Recipient Fiscal Manager reviewed service category expenditures. At this point in the fiscal year, 83% of service category funding is expected to be utilized. Overall, funds are reported to be 75% expended.

The Fiscal Manager noted that invoices are due on the 15th of the month and some additional invoices may be submitted in the coming days.

Reallocations “Sweeps”: Members reviewed reallocation recommendations provided by the Recipient. The Fiscal Manager noted that Outpatient Ambulatory Health Services expenditures were impacted by a fluctuation in Medicaid rates. Many categories show recommended reallocation both from a service category and to the service category. This is because within those categories, some service providers have returned funds while others have requested funds. PSRA members voted to approve reallocations.

Work Plan Review: The Committee reviewed the progress toward completion of its FY2019-2020 Work Plan. PSRA has completed all of its activities as of this meeting. After reviewing the goal, objectives, and activities the Committee chose to retain them all going into the next fiscal year. PSRA will review PSRA process calendars and finalize the work plan at the next Committee meeting.

C. Data Requests:

None.

D. Rationale for Recommendations:

Members voted to approve reallocations for FY2019-2020 to provide funds for service categories. The Committee voted to make changes to its FY2020-2021 Work Plan prior to finalizing it in February.

E. Data Reports/ Data Review Updates:

None.

F. Other Business Items:

None.

G. Agenda Items for Next Meeting:

Work Plan Review and FY2019-2020 Evaluation

H. Next Meeting Date:

February 20, 2020 at 9:00 a.m. Room: A-337

VI. SYSTEM OF CARE (SOC)

The Chair stated that the Committee is currently being formed and looking for members. In particular, SOC is seeking consumers or people who work with clients throughout the continuum of care to inform its work.

*No January Meeting
Rodriguez*

Chair: A. Ruffner, V. Chair: J.

VII. Ad-Hoc Nominating Committee

The report stands.

January 7, 2020

Chair: H.B. Katz, V. Chair: None

A. Discussion Item:

B. Work Plan Item Update/Status Summary:

Slate of Officers: The Chair informed the Committee that no applications were received for either position. Members discussed next steps because there is no precedent for this outcome. The Committee will present potential next steps to the Executive Committee. The Committee also discussed the current membership and strategies to increase HIVPC applicants. Finally, the ad-Hoc Nominating

Committee Chair offered to step down from the Committee to run for office and another member offered to take on the Committee Chair position in this event.

C. Data Requests:

None.

D. Rationale for Recommendations:

Members voted to bring recommended next steps regarding the HIVPC 2020 Election to the Executive Committee for discussion and approval. This motion was passed in order to keep the Council's leadership transition from further delay.

E. Data Reports/ Data Review Updates:

None.

F. Other Business Items:

None.

G. Agenda Items for Next Meeting:

Review Election Process and Logistics and Prepare Slate of Officers.

H. Next Meeting Date:

TBD

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

Meeting Packets are available at: [The HIV Planning Council Website](#)

10. RECIPIENT REPORTS (20 minutes)

- a. Part A – The Part A Representative noted the Program has a new HRSA Project Officer. The Project Officer will speak with counterparts and determine which types of technical assistance are available to the HIVPC regarding member recruitment.

The new fiscal year begins March 1, 2020. The Part A Office has been informed that a partial award will be received. Because it is a partial award, contract extensions will be utilized for existing providers to avoid disruption in services. The Ending the HIV Epidemic (EHE) award should be received around the same time. Florida Department of Health (FDOH) has submitted its draft EHE plan to the Centers for Disease Control. There will be an emphasis on aligning Part A and Part B in conversation.

On February 6, 2020 the Part A Office and HIVPC will be tabling at *Cultural Conversations*. This event is a collaboration between the African American Research Library and Cultural Center and the World AIDS Museum featuring Morris Anthony Singletary who will be discussing HIV/AIDS and Stigma.

The Division Director noted that, due to the anticipated partial grant award, the Part A Office is currently analyzing past awards to maintain fiduciary responsibility. Members requested clarification as of March 1, 2020 for which providers have conflicts.

ACTION ITEM: provide clarification as of March 1 for which providers have which conflicts.

The RFP process has been completed. Another RFP will be released for Centralized Intake and Eligibility Determination (CIED). CIED was not awarded in this process.

Finally, the Ryan White Part A Manager has been promoted to Health Care Services Administrator.

- b. Part B – The Representative was not in attendance.
- c. Part C – The Recipient reviewed program information with the HIVPC. From January through November, Part C served 1,087 clients. There were 66 new clients. 97.5% of clients were on antiretroviral therapy and 88.5% of clients are virally suppressed. 1,778 people have been tested through Part C and 6 of those tested positive for HIV. Part C is waiting for its funding status at this time.

- d. Part D – Part D is working on its Ryan White HIV/AIDS Program Services Report (RSR) report and its non-compete. The Part D Recipient is transitioning to CAREWare version 6. CAREWare is a free, electronic health and social support services information system for HRSA’s Ryan White HIV/AIDS Program recipients and providers.
- e. Part F – The Part F Recipient is in the process of compiling quarterly data with the subrecipient. Part F has completely expended its allocation for the fiscal year.
- f. HOPWA – There is currently no Representative.
- g. Prevention – The Representative was not in attendance.

11. UNFINISHED BUSINESS

The Council reviewed its reallocations to and from Medical (Disease) Case Management to ensure there was no need for abstention during the vote.

12. PUBLIC COMMENT (Up to 10 minutes)

A guest made a tribute to member Devorn Burgess who recently passed away. The guest noted that Mr. Burgess encouraged him to attend HIVPC meetings and was a special person who will be missed. Members echoed the sentiment.

The HIVPC Vice Chair shared that the recent passing of Mr. Burgess encouraged her to express her gratitude toward a member. She thanked H. Bradley Katz for his continued commitment to the HIVPC.

13. ANNOUNCEMENTS

Poverello is opening a salon for women. The first two days will be for walk-ins and the rest of the week will be for appointments only.

Poverello will also be hosting an HIV 101 geared toward Peer Navigators. It is currently scheduled to take place on February 10, 2020.

The World AIDS Museum is holding a sneak peek of its exhibit *Medications: Then & Now*.

The Pride Center is hosting its Black Art Awakening on February 5, 2020.

14. REQUEST FOR DATA

None.

15. AGENDA ITEMS FOR NEXT MEETING: February 27, 2020 9:30 a.m. **LOCATION:** GC-430

16. ADJOURNMENT 10:54 a.m.

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 •

HIV Planning Council Attendance CY2020

Consumer	PLMHA	Absences	Count	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date	23												
0	0	0	1	Arencibia, Y.	X												
0	1	0	2	Barnes, B.	X												
1	1	0	3	Bhrangger, R.	E												
0	0	0	4	Cutright, A.	X												
1	1	0	5	Dennis, B.	X												
0	0	0	6	Fortune-Evans, B.	X												
0	0	0	7	Foster, V.	X												
0	0	0	8	Grant, C.	X												
0	0	0	9	Hayes, M.	X												
0	0	1		Sherif, B. (Comm)	A												
1	1	0	10	Katz, H.B.	X												
1	1	0	11	Lewis, V.	X												
0	0	0	12	Lopes, R. <i>Chair</i>	X												
1	1	0	13	Marcoviche, W.	E												
0	0	1	14	Moragne, T.	A												
0	0	0	15	Moreno, V.	X												
0	1	0	16	Robertson, L.	X												
0	0	0	17	Rodriguez, J.	E												
0	0	0	18	Ruffner, A.	X												
0	0	0	19	Schweizer, M.	X												
0	0	1	20	Siclari, R.	A												
Quorum = 11					15	0	0	0	0	0	0	0	0	0	0	0	

Legend:	
X - present	N - newly appointed
A - absent	Z - resigned
E - excused	C - canceled
NQA - no quorum absent	W - warning letter
NQX - no quorum present	R - removal letter
CX - canceled due to quorum	

Update for Broward County HIV Health Services Planning Council

From: Kareem Murphy

Date: February 24, 2020

FY 2021 Budget Request

The President introduced his FY 2021 budget earlier this month. Major funding cuts proposed for the social safety net are concerning. The budget proposes an increase in CDC overall prevention funding (\$1.551 billion, which includes \$371 million more for the President's plan to end HIV). The Ryan White total would receive \$2.483 billion (or \$94 million over the 2020 enacted level). That increase would fund the President's plan as well. Parts A, B, C, and D would all be level funded. The Minority AIDS Fund would be level funded. HOPWA would be reduced to \$330 million (or an \$80 million cut).

Congressional Budget Hearings/Appropriations

Budget and appropriations committees are expected to start their budget hearings as soon as next week. The House Appropriations Committee will hold its mark ups (where they approve their own funding bills) on April 21. The House plans to conclude all the markups by May 19. That would allow the full House to pass all the bills on the floor before the start of July.

While the Senate will begin its budget oversight hearings by early March, leaders in that chamber have not announced a timeline for passing its bills.

Training Proposal:

Broward Regional Health Planning Council

HIV Planning Council Offsite Training

One half-day Robert's Rules Made Simple Training, including:

- Robert's Rules of Order and Meeting Effectiveness
- Board Development
- Coaching for Chairs

This option also includes an online license for each board member to access the Robert's Rules Made Simple Training Online Training Solution.

Post-Training Content Weekly Emails and Free Content:

After the training the consultant will provide 12 weeks of additional training content to encourage the HIVPC to continue to interact with and learn from the training experience.

FY 2020-21 Membership/Council Development Committee Work Plan

The work plan is intended to help guide the work of the committee and to assist the Membership/Council Development Committee in achieving its objectives in the coming year.

For each activity, the time period of activity is highlighted in blue and the completion date is noted with an "X".

GOAL: Ensure HIVPC membership reflects the HIV demographics of the Broward EMA including 33% representation of unaffiliated PLWHA. Passionately engage 100 Community Members and recruit 7 members to the HIVPC.

Objective 1: Ensure HIVPC is representative and reflective

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
1.1 Review Council demographics to ensure it reflects the Broward epidemic, including at least 33% of members are unaffiliated PLWHA	Quarterly	Staff/MCDC	Ensure HIVPC reflects epidemic	Review council demographics at each MCDC meeting. Review changes to council demographics according to each applicant, prior to committee approval for HIVPC membership. Prioritize unaffiliated consumer demographics in order to maintain minimum of 33% PLWHA representation.												
1.2 Review seat status and ensure mandated seats are filled	Quarterly	Staff/MCDC	Ensure compliance	Monitor current member affiliations; ask members to update their contact information annually. Actively recruit members for vacant federally mandated seats.												
1.3 Announce vacant positions at each Executive/HIVPC meeting	Monthly	MCDC Chair	Public awareness	Announce vacant positions and mandated seats during committee reports at each Executive and HIVPC meeting.												
1.4 Share information regarding vacant positions with Case Managers, gatekeepers, and other HIV stakeholders	Monthly	MCDC	Increased community awareness	Provide information on vacant positions and mandated seats to Case Managers, gatekeepers, and other HIV stakeholders via correspondence and distribution of marketing materials.												

Objective 2: Member selection process and application procedure development

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
2.1 Review and update Recruitment & Retention Plan	Annually	MCDC/Staff	Recruitment & Retention of new HIVPC and Committee members	Review previous year's Recruitment & Retention Plan and revise based on outcomes and new initiatives/strategies.												
2.2 Complete tasks outlined in Recruitment & Retention Plan	Ongoing	MCDC	Recruitment & Retention of new HIVPC and Committee members	Complete tasks outlined in Recruitment & Retention Plan.												
2.3 Develop recruitment and website materials	As Needed	Staff	Strategic recruitment of new members	Develop marketing materials as needed.												
2.4 Develop HIVPC promotional video	To be completed in FY2020	MCDC/Staff	Strategic recruitment of new members	Produce a video that describes the purpose of HIVPC, the work of the Council and Committees, and how to join a Committee or the HIVPC.												
2.5 Revise HIVPC and Committee applications	As Needed	MCDC/Staff	Ensure up-to-date language and current information is provided to Interested Parties	Review HIVPC and Committee applications to ensure the most current information is available, that language is inclusive, and that HIVPC receives necessary information for its review of applications.												

Objective 3: Recruitment & Engagement Efforts

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
3.1 Hold Membership Drive	Annually	MCDC/ Staff	Increased community awareness	Conduct outreach at multiple provider agencies or other HIV stakeholders via tabling, games, and other engagement activities.												
3.2 Collaborate with HIV stakeholders to create engagement opportunities	Ongoing	MCDC/ HIVPC	Increased community awareness	Provide brief overviews of the HIVPC at HIV stakeholder events.												
3.3 Develop engagement opportunities for the HIVPC in the community	Ongoing	MCDC	Increased community awareness	Create opportunities for HIVPC to engage and recruit community members.												
3.4 Host ongoing Orientations for prospective members on the scope of committees and expectations of new members	As Needed	MCDC	Strategic recruitment of new members	Train prospective members on topics relevant to HIVPC membership. Topics include education about the 3 guiding principles, the Ryan White Program, and the functions of the HIVPC Standing Committees.												
3.5 Review Recruitment & Retention tools from other jurisdictions	Monthly	MCDC	Increased member awareness of recruitment and retention strategies	At each meeting, an MCDC member will present a recruitment or retention tool utilized by other jurisdictions. This will facilitate discussion of potential new strategies.												

Objective 4: Planning Council Development and Committee Collaboration

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
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HIV Planning Council Recruitment and Retention Plan

PURPOSE

This Recruitment and Retention Plan is designed to ensure that the Broward County HIV Health Services Planning Council has strong representation by people living with HIV/AIDS, vulnerable populations throughout our Eligible Metropolitan Area, experts in the field of HIV Disease and HRSA-required categories of representation.

POLICY

This Recruitment and Retention Plan shall be reviewed by the Membership/Council Development Committee on an annual basis. All amendments and/or revisions shall be discussed by the MCDC and approved by the full HIV Planning Council.

HRSA-REQUIRED PLANNING COUNCIL MEMBERSHIP CATEGORIES

- At least 33% are People Living with HIV/AIDS who receive Part A-funded services.
- Health-care providers, including federally qualified health centers.
- Community-based organizations serving affected populations and AIDS service organizations.
- Social service providers (including housing and homeless-service providers).
- Mental health providers.
- Substance abuse providers.
- Local public health agencies.
- Hospital planning agencies or health-care planning agencies.
- Affected communities, including individuals with HIV disease or AIDS, members of a federally recognized Indian tribe as represented in the population, individuals co-infected with hepatitis B or C, and historically underserved groups and subpopulations.
- Non-elected community leaders.
- State Medicaid agency.
- State agency administering the Part B program.
- Ryan White grantees under Part C, Part D, and Part F.
- Grantees under other Federal HIV/AIDS programs (including HOPWA and HIV prevention programs).
- Formerly incarcerated PLWHA or their representatives.

Recruitment

Goal: Ensure that the HIVPC has a pool of applicants to fill and maintain all categories with qualified members.

Strategy 1 – Involve all Planning Council stakeholders in recruitment efforts	
	Announce vacant positions at each meeting of the HIVPC, the MCDC Committee and, if possible, South Florida AIDS Network (SFAN). <i>Work Plan Activity 1.3: Announce vacant positions at each Executive/HIVPC meeting</i>
	Display recruitment and application materials at each meeting of the HIVPC and, if possible, SFAN. <i>Work Plan Activity 1.3: Announce vacant positions at each Executive/HIVPC meeting</i>
	Set up a table with recruitment materials when the HIVPC, MCDC or CEC holds meetings in the community. <i>Work Plan Activity 3.3: Develop engagement opportunities for the HIVPC in the community</i>
	Council members and HIVPC staff greet visitors at meetings of the Council and its Committees. Ask if they wish to speak at the meeting and get involved in the HIVPC. <i>Work Plan Activity 3.2: Collaborate with HIV stakeholders to create engagement opportunities</i>
	Offer HIVPC members training on identifying potential applicants, soliciting their participation and eliminating barriers to participation. <i>Work Plan Activity 3.3: Develop engagement opportunities for the HIVPC in the community</i>
Strategy 2 – Use the Internet as a recruitment tool	
	Develop and post a recruitment message on the HIVPC website. <i>Work Plan Activity 2.3: Develop recruitment and website materials</i>
	Seek to post a recruitment message and application materials on the Broward County government website. <i>Work Plan Activity 2.3: Develop recruitment and website materials</i>
	Include recruitment message on electronic message boards or carousels. <i>Work Plan Activity 2.3: Develop recruitment and website materials</i>
Strategy 3 – Use printed recruitment materials throughout the year	
	Develop and distribute recruitment brochures. <i>Work Plan Activity 2.3: Develop recruitment and website materials</i>
	Distribute materials at community events that attract populations strongly affected by HIV/AIDS. Members of the HIVPC, MCDC, and/or HIVPC staff will attend at least two events per year. <i>Work Plan Activity 3.3: Develop engagement opportunities for the HIVPC in the community</i>
	Issue press releases encouraging people to apply for vacant positions. Include data showing the epidemic transcends race, income, ethnicity, gender and age. <i>Work Plan Activity 1.4: Share information regarding vacant positions with Case Managers, gatekeepers, and other HIV stakeholders</i>

Strategy 4 – Use Service Providers and the community to help recruit	
	Encourage networking among providers as a way to seek providers as applicants. <i>Work Plan Activity 1.4: Share information regarding vacant positions with Case Managers, gatekeepers, and other HIV stakeholders</i>
	Supply case managers and outreach networks with recruitment materials, fact sheets and committee meeting schedules they can share with interested clients. <i>Work Plan Activity 1.4: Share information regarding vacant positions with Case Managers, gatekeepers, and other HIV stakeholders</i>
	Supply recruitment materials, fact sheets and committee meeting schedules to community organizations involved with HIV/AIDS and affected populations, so they can share with interested clients. <i>Work Plan Activity 1.4: Share information regarding vacant positions with Case Managers, gatekeepers, and other HIV stakeholders</i>
	MCDC members and HIVPC staff can email organizations receiving materials to encourage the posting of fliers that explain the importance of HIVPC activities and participation. <i>Work Plan Activity 1.4: Share information regarding vacant positions with Case Managers, gatekeepers, and other HIV stakeholders</i>
Strategy 5 – Encourage interested people	
	MCDC members or HIVPC staff will send potential applicants email or letters to explain the process. Note the requirement to attend three (3) committee meetings and orientation in order to qualify for HIVPC nomination. <i>Work Plan Activity 3.4: Host ongoing orientations for prospective members on the scope of committees and expectations of new members</i>
	If necessary, follow up by phone to answer questions, explain reimbursement policies or identify barriers to participation. <i>Work Plan Activity 3.4: Host ongoing orientations for prospective members on the scope of committees and expectations of new members</i>

Retention

Goal: Ensure the HIVPC takes all feasible steps to retain PLWHA and other members who want to participate.

Strategy 1 – Ensure that the HIVPC supports cultural diversity and diverse members	
	Include a cultural diversity segment at Council meetings and/or retreats, as needed. <i>Work Plan Activity 3.2: Collaborate with HIV stakeholders to create engagement opportunities</i>
	Provide written materials in appropriate languages upon request. <i>Work Plan Activity 3.2: Collaborate with HIV stakeholders to create engagement opportunities</i>
Strategy 2 – Support HIVPC members	
	Conduct regular Council orientations <i>Work Plan Activity 4.5: Conduct post-appointment training to educate newly appointed members on the HIVPC member roles and responsibilities</i>
	Seek feedback from members regarding Council and Committee meetings and eliminate potential barriers for participation <i>Work Plan Activity 4.7: Utilize feedback from CEC, collaborative events, and engagement events to update recruitment and engagement strategies</i>
Strategy 3 – Ensure easy access to all Council and Committee meetings	
	Location, public transportation, Americans with Disabilities Act <i>Work Plan Activity 4.7: Utilize feedback from CEC, collaborative events, and engagement events to update recruitment and engagement strategies</i>
	Reimburse HIV-positive members for travel, childcare costs or other associated expenses <i>Work Plan Objective 3: Recruitment & Engagement Efforts</i>
Strategy 4 – Reward Planning Council Members for their work	
	HIVPC Member of the Year recognition <i>Work Plan Activity 4.2: Recognize Member of the Year</i>
	Celebrate accomplishments <i>Work Plan Objective 4: Planning Council and Committee Collaboration</i>

Nominee Questionnaire

HANDOUT E1

Please return your questionnaire to HIVPC staff by 5:00 p.m. on Monday, January 6, 2020.

Candidate Name: Dr. Réquel Lopes, AP

Office Sought: Chair

Affiliation: The Poverello Center, Inc.

Please state your affiliation as an employee, consultant, or board member with Ryan White Part A, if any.

Please answer each question as concisely as possible, using the space provided.

Leadership

Please describe your leadership style and how you might engage Council members and facilitate the meeting process.

I find my style of leadership is participative in nature. I value the input of others. It is essential to the decision making process. However when the decision needs to be made I am capable of making it. My leadership behaviors can be illustrated this way: 1) Putting service to others before self-interest; 2) Includes the whole team in decision making; 3) Helps provide tools to get the job done; 4) Stays out of limelight, let team accept credit for results.

Membership

How will you go about ensuring Council membership is compliant and reflective of the demographics of the HIV/AIDS epidemic in Broward County?

As the council member it is really necessary to recruit. Each and every member is responsible for this task. New marking efforts are needed to help us with this effort. It is also necessary to be cohesive in our message about the function of the Council. There are some key people out in the community that could be very instrumental in the challenging work ahead.

Relationships, Community, & Outreach

What will your strategies be to improve the relationship between the Council and the Broward County HIV/AIDS Community?

I think the above answer helps frame my strategies as it relates to this effort. I will get out and attend events in the community. Quite simply there is no "I" in team. I will work with and assist current members with reaching and recruiting new participants to this extraordinary group of people. The derisive nature that has continued to plague collaboration has to be redirected. It is not "us" against them. It is US together moving forward and making changes in the lives of people who benefit from the services offered by the Ryan White Part A funding.

Health Disparity

What initiatives should the Planning Council focus on to eliminate health disparities and improve access to services?

I think the council has the mechanisms in place to look and recommend needed change. We must continue to stream lining of the process. Utilizing the "secret shopper" to help fetter the problems in the system. We must always continue to ask and engage diverse group of consumers in the process.

Conflict of Interest

If elected, how will you avoid conflict of interest, real or perceived, while exercising your duties of office and that of your personal and professional life?

My simple answer it to be transparent.

Advocacy

What current unaddressed issues impacting the HIV/AIDS community would you like the Council to address?

I will submit it this way we need in ways to affectively reach out, engage and optimize care in:

- Engaging the age range of 20-40 year olds
- Transgender community
- Women
- Engaging and empowering those living with HIV

Outlook

How will you help the HIVPC achieve the goals of the Broward County Integrated HIV Prevention and Care Plan, CY2017-2021 and the Ending the HIV Epidemic pillars (Diagnose, Treat, Prevent, and Respond)?

We must stay focused on our mission – to help to the best of our ability all the people who utilize the Ryan White Part A funding offered through Broward County. This is not an easy undertaking. We must work together to gain the trust and respect of the community as well as each other. We must work towards this goal without ego; and without malice. We are about the work of the people who have no other services. In the climate we currently live in where funds are shrinking, we must work together to help to ensure we are doing our appointed tasks. We need to get better at using the data to get to why the system is breaking down

Here is a quote to end with - "Coming together is a beginning. Keeping together is progress. Working together is success."

Nominee Questionnaire

HANDOUT E2

Please return your questionnaire to HIVPC staff by 5:00 p.m. on Monday, January 6, 2020.

Candidate Name: Claudette Grant

Office Sought: vice chair of the HIVPC

Affiliation: Broward Health

Please state your affiliation as an employee, consultant, or board member with Ryan White Part A, if any.

Please answer each question as concisely as possible, using the space provided.

Leadership

Please describe your leadership style and how you might engage Council members and facilitate the meeting process.

Participative: encourage and provide opportunity for the members to participate in the discussions and agenda items acknowledging that each one has a voice

Membership

How will you go about ensuring Council membership is compliant and reflective of the demographics of the HIV/AIDS epidemic in Broward County?

work with chair of membership to ensure that appropriate recruitment efforts are in place to reach targeted demographics. Monitor membership for compliance with reflectiveness of the epidemic

Relationships, Community, & Outreach

What will your strategies be to improve the relationship between the Council and the Broward County HIV/AIDS Community?

Work with the CEC committee and the HIVPC chair to look at needs assessments to develop strategies to improve the relationship between the council and the community. Be more involved in the community as a HIVPC member

Health Disparity

What initiatives should the Planning Council focus on to eliminate health disparities and improve access to services?

Work with focus groups to identify the disparities then develop strategies to get the word out to the community about the services available. If funding is available there could be media or bill board marketing to let the community know there is help:Ryan White

Nominee Questionnaire

HANDOUT E2

Please return your questionnaire to HIVPC staff by 5:00 p.m. on Monday, January 6, 2020.

Conflict of Interest

If elected, how will you avoid conflict of interest, real or perceived, while exercising your duties of office and that of your personal and professional life?

Announce my conflicts in advance and submit appropriate documentation when indicated, refrain from attempts to impose my opinion and work toward the benefit of community rather than the individual agency

Advocacy

What current unaddressed issues impacting the HIV/AIDS community would you like the Council to address?

Housing remains an issue that greatly impacts the HIV/AIDS community

Outlook

How will you help the HIVPC achieve the goals of the Broward County Integrated HIV Prevention and Care Plan, CY2017-2021 and the Ending the HIV Epidemic pillars (Diagnose, Treat, Prevent, and Respond)?

Identify the goals, list them in the work plan and track progress toward meeting those goal.