



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

Thursday, April 27, 2017, 9:30 a.m.  
 Government Center Room A-337

**Chair:** Brad Barnes **Vice Chair:** Requel Lopes

*Reminder: Meeting Attendance Confirmation Required at Least 48 Hours Prior to Meeting Date*  
*The 4/27/17 HIVPC Agenda was approved by HIVPC Support Staff*

**1. CALL TO ORDER**

**2. WELCOME AND PUBLIC RECORD REQUIREMENTS**

- a. Review Meeting Ground Rules, Public Comment and Public Record Requirements
- b. Council Member and Guest Introductions
- c. Moment of Silence
- d. Excused Absences and Appointment of Alternates
- e. Approval of 4/27/17 Meeting Agenda
- f. Approval of 3/23/17 Meeting Minutes

**3. PHONE INTRODUCTIONS**

**4. FEDERAL LEGISLATIVE REPORT (Handout A)**

**5. PUBLIC COMMENT**

**6. CONSENT ITEMS**

#	Motion	Justification	Proposed By
1	To approve the changes to the Community Empowerment Committee's Policies & Procedures <b>(Handout B)</b>	The proposed changes to the CEC P&Ps include a written Committee membership application process and qualifications of ideal CEC members.	Community Empowerment Committee
2	To appoint Ebony Wilson to the Community Empowerment Committee	Ms. Wilson's work as a Prevention and Outreach Coordinator for the Pride Center will help the CEC plan and host relevant community events and forums for those infected and affected by HIV.	
3	To approve the changes to the Quality Management Committee's Policies & Procedures <b>(Handout C)</b>	The proposed changes to the QMC P&Ps include a written Committee membership application process and qualifications of ideal QMC members.	Quality Management Committee
4	To appoint Kamilah Thomas-Purcell to the Quality Management Committee	Through Ms. Purcell's work as a Public Health Professor at NSU and with HIV needs assessments she will be able to help QMC analyze data and the impact of Part A services on Broward Consumers.	
5	To appoint Simone MacPherson to the Quality Management Committee	Through Ms. MacPherson's work at DOH-Broward with HIV Monitoring and Evaluation she will be able to provide HIV surveillance data and help analyze the impact of Part A services on Consumer's health outcomes.	
6	To appoint Yahaira Barrientos to the System of Care Committee	Ms. Barrientos work as a Peer Specialist and frontline HIV staff will help the SOC's task of evaluating the Broward system of care through client outreach and surveying.	System of Care Committee
7	To appoint Valery Valverde to the System of Care Committee	Ms. Valverde's work at Memorial as a Practice Manager will help her provide insight into the needs, gaps and barriers experienced by clients in Broward's system of HIV care.	
8	To appoint Lisset Ivey to the System of Care Committee	Ms. Ivey works as a Housing Case Manager at SunServe, and will provide insight into the needs of her HIV+ clients when evaluating the Broward EMA's system of care.	

9	To appoint Yusi Arencibia to the System of Care Committee	Ms. Arencibia works as the Inmate Healthcare Manager for Broward Sheriff's Office and can provide information regarding the needs of incarcerated and recently released HIV+ individuals in Broward.	System of Care Committee
10	To appoint H.B. Katz to the System of Care Committee	Mr. Katz's role of a Part A Consumer and longtime HIVPC member will help the SOC Committee evaluate the Part A system of Care.	
11	To appoint Tom Pietrogallo to the System of Care Committee	Mr. Pietrogallo is the COO of Poverello and can provide insight into the needs to those impacted by HIV in Broward.	
12	To appoint Daisha Vargas to the System of Care Committee	Ms. Vargas's role as an Intervention and Prevention Specialist at Broward House will allow her to provide insight into the needs of HIV+ clients in Broward.	
13	To appoint Yvette Gonzalez to the System of Care Committee	Ms. Gonzalez role as the Perinatal Prevention Director and PROACT Director at DOH-Broward will allow her to provide insight into the needs of pregnant HIV+ women and out of care HIV+ individual in Broward.	
14	To appoint Vanice Rolle to the System of Care Committee	Ms. Rolle is a Health Educator for DOH-Broward and can provide insight into the needs, gaps and barriers experienced by clients in Broward's system of HIV care.	
15	To appoint Josh Rodriguez to the System of Care Committee	Mr. Rodriguez is HIV/AIDS Program Coordinator with the DOH-Broward and can provide insight into how system issues impact individuals infected with HIV.	

## 7. DISCUSSION ITEMS

#	Motion	Justification	Proposed By
1	To approve the proposed By-Laws changes to Article VIII, Section 2 and Section 6 (Handout D1-D3)	Language regarding the work of the Needs Assessment and Evaluation Committee should be removed as their work has been carried out by various committees, including the System of Care Committee, Integrated Work Group, etc.	By-Laws Committee
2	To approve the proposed By-Laws changes to Article VIII, Section 3, Paragraph C and Article VIII, Section 7, Paragraph B (Handouts D1-D3)	Language regarding the ad-Hoc Local Pharmacy Advisory Committee (LPAC) should be removed as LPAC meets infrequently and PSRA can carry out the formulary reviews and other LPAC tasks when needed. PSRA language will be updated to include review of pharmacy services.	
3	To approve the addition of recommended medications to Tier 1 of the Ryan White Part A Formulary. (Handout E)	Each medication has been recommended by the Ryan White Part A Medical Quality Improvement Network as essential medications for Ryan White Consumers.	Priority Setting and Resource Allocation Committee
4	To approve moving the recommended medications from Tier 3 to Tier 1 of the Ryan White Part A Formulary. (Handout F)	Each medication on Tier 3 has significantly reduced in cost or has an available Patient Assistance Program to help alleviate Part A expenditures.	

## 8. NEW BUSINESS

- a. PSRA Process Overview (Handout G)- Receive a presentation on the FY2018 Priority Setting and Resource Allocation Process
- b. Broward County Test and Treat- Receive a presentation on the Broward County Test and Treat Initiative

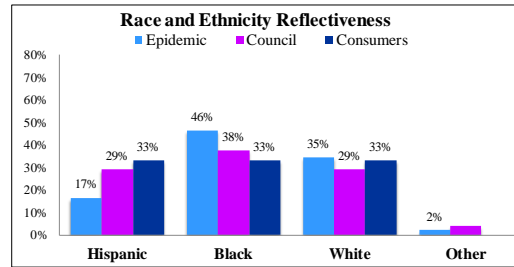
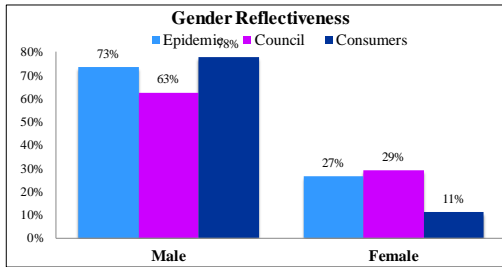
**9. APRIL COMMITTEE REPORTS (15 minutes)**

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

**No April Meeting**

*Chair: Vacant, V. Chair: V. Foster*

**HIV Planning Council Membership Report  
Current Through April 2017**



Gender	Epidemic	Council	% Difference	Consumers	% Difference
Male	14,372 73%	15 63%	-11%	7 78%	4%
Female	5,213 27%	7 29%	3%	1 11%	-16%
Transgender	- -	2 8%	-	1 11%	-
Race	Epidemic	Council	% Difference	Consumers	% Difference
Hispanic	3,253 17%	7 29%	13%	3 33%	17%
Black	9,100 46%	9 38%	-9%	3 33%	-13%
White	6,777 35%	7 29%	-5%	3 33%	-1%
Other	455 2%	1 4%	2%	0 0%	2%
<b>Total</b>	<b>19,585 100%</b>	<b>24</b>		<b>9</b>	

Current Members	24
Minimum (Per County Ordinance)	20
Maximum (Per County Ordinance)	35
% Unaffiliated Consumers	38%

Vacant Seats	
1. Grantees of Other Federal HIV Programs - VA	
2. Federally Recognized Indian Tribe Members	
3. State Medicaid	
4. Individual co-infected with Hep B or Hep C	
5. Local Public Health Agency	
6. Substance Abuse Provider	
7. Alternates (3)	

*No more than 3 members employed by one governmental agency or provider shall serve on the HIVPC at one time, and no more than 40% of HIVPC members shall be Part A-funded*

% Part A-Funded Providers	29%
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**B. COMMUNITY EMPOWERMENT COMMITTEE (CEC)**

**April 4, 2017**

*Chair: L. Robertson V. Chair: P. Fleurinord*

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

**CEC Policies and Procedures:** The members discussed the need for a standardized written procedure for adding new members to the Committee. Each committee is writing their own guidelines in their P&Ps, and outlining the types of members that are best fit for the Committee. The CEC Chair stated that this would be a useful tool when recruiting new members to show what each committee is looking for, and how the process works.

**Community Forum:** The CEC held a joint meeting with BTAN and BAAG (Black AIDS Advisory Group) to discuss ways to collaborate on events and to meaningful community outreach. The groups would like to plan a community forum for people infected and affected by HIV to talk about Ryan White services. Today's meeting participants are members of many advisory groups, but also work within the community and can help engage people to come to the forum. The forum would be used to inform the Part A Program's annual PSRA process by providing community input on the types of services they receive and need.

The group discussed how best to engage the community, how to combat misconceptions about the disease, and the need to target all areas of Broward (including Miramar, Weston, etc.). Guests voiced their concerns that Black MSM were being lost in HIV outreach efforts, and the need to find new ways to contact at risk populations, including at night clubs and at events not labeled as "HIV events."

The group reviewed a draft forum flyer, and suggested removing any reference to a Community Forum. They discussed potential venues for an evening event (7-9 p.m.), including a restaurant, the Urban League, or some social venue. The group agreed that the CEC/BTAN leadership would have another coordination call to discuss dates and details, then bring their proposal back to the committees at next month's meeting.

**B. Rationale for Recommendations:**

CEC has updated their Policies and Procedures to include a standard new member application process, and to outline the qualities of ideal CEC members.

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

None.

**D. Data Requests:**

None.

**E. Other Business Items:**

*Agenda Items for Next Meeting: Community Forum Next Meeting Date: May 2, 2017 Location: Governmental Center Annex Room A-337*

**C. AD-HOC BY LAWS COMMITTEE**

**April 12, 2017**

*Chair: H.B. Katz*

<b>A. Work Plan Item Update / Status Summary:</b>
<u>By-Laws Parking Lot Items:</u> The committee discussed items #5, 4, and 6 at this meeting. Item #5, “PSRA Chair/Vice Chair Qualifications: Policy for leadership affiliation with provider agencies.” The reasoning behind this item is to consider developing guidelines to avoid the appearance of Conflict of Interest on the PSRA Committee. The committee chose to recommend this as a Policies & Procedures change rather than a By-Laws change. The committee then discussed item #4, “Determine succession process for HIVPC Chair.” The By-Laws Committee ultimately decided to remove this item from the Parking Lot. Finally, the By-Laws Committee discussed Item #6, “Update language regarding Integrated Comprehensive Plan Work Group, including purpose, based on recommendations from Executive Committee.” The Committee did not determine a timeframe for when to address this item, but will reconvene after the next Integrated Committee meeting.
<b>B. Rationale for Recommendations:</b>
#5) <u>PSRA Chair/Vice Chair Qualifications: Policy for leadership affiliation with provider agencies:</u> The committee decided to recommend a Policies & Procedures change rather than By-Laws because it is easier to amend should there be any issues to meet this requirement in the future. #4) <u>Determine succession process for HIVPC Chair:</u> The committee chose to remove this item from the Parking Lot because its intent is to address an issue which has not previously been a concern. #6) <u>Update language regarding Integrated Comprehensive Plan Work Group, including purpose, based on recommendations from Executive Committee:</u> The committee agreed to address this after an Integrated Committee meeting, the date of which has yet to be determined.
<b>C. Data Reports / Data Review Updates:</b>
The members reviewed language from the HRSA Manual, By-Laws from other EMAs’ Planning Councils, and the proposed changes to the Broward EMA’s By-Laws.
<b>D. Data Requests:</b>
None.
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting: Parking lot item #6 Next Meeting Date: TBD Location: TBD</i>

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

**April 17, 2017**

*Chair: C. Grant, V. Chair: Vacant*

<b>A. Work Plan Item Update / Status Summary:</b>
<u>Committee Member Appointment Process:</u> The members reviewed amendments to the Membership section of the QMC Policies & Procedures. The document was unanimously approved with the suggested updates. <u>Review data to identify and address disparities and gaps among stages of the HIV Care Continuum (W.P. 1.3):</u> Members looked at the Care Continuum data across all service categories and demographics- for retention in care, prescription of ART, and viral load suppression. PE has a new report and allows Staff to delve deeper into the characteristics of our population using the HIV Continuum of Care. Viral load reports dating back to 2014 reflect similar negative outcomes for youth, suggesting that the current methods of targeting the 18-28 year old group might not be working. The Recipient noted it is important to speak to the affected populations in order to tailor interventions. As a committee, we can look further into the data to understand the group’s behaviors. New Member Appointment: Kamilah Thomas-Purcell and Simone MacPherson
<b>B. Rationale for Recommendations:</b>
Kamilah Thomas-Purcell, a Public Health professor from Nova Southeastern University is a Planning Council member and has been consistently attending Quality Management Committee meetings. The Chair motioned to appoint her as a QMC member. She was unanimously approved. Simone MacPherson, from the HIV Epidemiology department at the Florida Department of Health, was also unanimously appointed as a QMC member by the Committee. Ms. MacPherson has been consistently attending and contributing to QMC meetings along with her colleague and fellow QMC member, Janelle Taveras.
<b>C. Data Reports / Data Review Updates:</b>
None.
<b>D. Data Requests:</b>
Any further data pertaining to RW clients aged 18-28 that can be used to help discern population trends.
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting: Select QMC annual goals (W.P. 1.1); Review data on RW clients aged 18-28</i>

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

**April 20, 2017**

*Chair: W. Spencer, Vice Chair: R. Siclari*

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

PSRA Process: The PSRA members reviewed and approved the FY2018-2019 Priority Setting and Resources Allocations process and timeline, including proposed data presentations and extended meeting times.

FY2017 PSRA Work Plan: The PSRA members reviewed and approved their FY2017 Committee Work Plan. They requested one item be added to the WP: review and approval of an FY2018 work plan in January or February.

Ryan White Part A Pharmaceutical Formulary: The Committee members reviewed proposed changes to the Part A Formulary. The changes included suggested additions to Tier 1 from the Medical QI Network members, changes to Tier 2 as ADAP expanded their own formulary, and the moving of all Tier 3 drugs to Tier 1 to increase access to needed medications for Part A Consumers. The reviewed projected cost annual costs for additions and saving from ADAP, and approved the proposed changes.

Ryan White Funder and Stakeholder Presentations: The PSRA members received presentations for Dr. Schweizer, the Part F Grantee, on the Community-Based Dental Partnership Program and the AIDS Education and Training Center, and from Mario DeSantis on the Housing Opportunities for Persons with AIDS Program. The presenters discussed their budgets, client demographics, services gaps, notable trends and recommendations for Part A and the FY2018 PSRA process.

**B. Rationale for Recommendations:**

Changes to the Part A Formulary reflect the recommendations from the Medical Network based on the needs of Part A consumers, as well as changes to the ADAP Formulary. Costs projections do not show a significant financial impact from proposed changes.

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

The Committee reviewed Ryan White Part A Formulary projections, including cost saving based on ADAP expansion and cost increases from additions to Tier 1.

**D. Data Requests:**

None.

**E. Other Business Items:**

*Agenda Items for Next Meeting:* Ryan White Funder/Stakeholder Presentations, 2015 Broward Epidemiology, Part A Service Presentations *Next Meeting Date:* May 25, 2017, Governmental Center Room GC-430, EXTENDED MEETING 9:00 a.m.- 1:00 p.m.

**F. SYSTEM OF CARE COMMITTEE**

**March 28, 2017**

*Chair: M. Hayes, Chair: C. Edwards*

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

Committee Overview – The PC Manager reviewed the history of the System of Care Committee with the guests. The focus of this committee is to look at Broward’s Part A systems of care. Ideal membership for the committee includes frontline HIV staff, people who see the clients and can give the perspective of various populations in the system. SOC is interested in what is keeping people out of care and/or what keeps people from being virally suppressed?

In 2015 QMC reviewed client level data in PE for clients who were not virally suppressed, and identified populations that had the lowest rates of VLS. QMC forwarded their recommended priority populations (18-38 year old Black heterosexual males and females and Black MSM) to PSRA for further analysis of funding strategies to address these disparities. The PSRA members discussed evidence-informed intervention for minority populations to be implemented with MAI funding, but needed more detailed information about the Ryan White Continuum of Care and the specific experiences of each population as they move along the Continuum. SOC’s role will be to look at how to identify struggling patients, their specific needs, and barriers to care. Each population will be targeted by the SOC, and will be reviewed one at a time to have to committee develop recommendations to better serve those clients through enhanced Care Coordination Programs with MAI dollars.

The group discussed significant barriers that they see in their work, including housing and transportation. The PC Manager stressed the need to speak to those populations individually to gain their perspectives. The first step is to gather qualitative information from Black women, then compare the results to the quantitative data from PE. Finally, SOC would make recommendations to PSRA and other relevant parties from programs and program components to address identified needs and barriers.

FY 2017 Work Plan – The SOC Chair reviewed the proposed FY2017 SOC Committee Work Plan. The Plan contains specific activities from the Integrated HIV Prevention and Care Plan, and outlines the goal of analyzing priority populations and making recommendations for services that enhance care and viral load suppression rates. The members will approve the FY2017 Work Plan once they have been appointed to the Committee by the HIVPC.

System of Care Committee Timeline – The participants reviewed the proposed timeline for the implementation of a Black Women’s Study. In April the Committee will meet to discuss study design, in May they would discuss study participants and recruitment, then in June the study would be implemented. The Committee would then decide when to meet again to review the progress of the study, as well as how to evaluate the data.

<b>B. Rationale for Recommendations:</b>
None.
<b>C. Data Reports / Data Review Updates:</b>
None.
<b>D. Data Requests:</b>
Literature review on Black Women Studies, PE data on Black Women in Part A system
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting:</i> Black Women Intervention Study Design <i>Next Meeting Date:</i> April 25, 2017- 1:00 p.m., Children's Diagnostic and Treatment Center

**April 25, 2017**

*Chair: M. Hayes, Chair: C. Edwards*

<b>A. Work Plan Item Update / Status Summary:</b>
<u>Data and Literature Review</u> – The Committee review the FY2016 HIV Care Continuum for Part A Clients and Females by race to examine lower rates of viral load suppression in Black females. They received a presentation on the Women of Color SPNS Initiative, Positive Women's Network Community-Based Participatory Research Project surveying HIV+ women of color on their health needs, and the 2015 Case Management QIP on barrier to care for Black females. They discussed common barriers, including family obligations, medication adherence, transportation and housing. <u>Black Women Study Questions</u> – The meeting participants discussed methods to gather qualitative information from their priority population, including focus groups, key informant interviews and limited surveys for HIV+ individuals who are out of care. The discussed questions or topics for the study participants, including perceptions around taking ART and adhering to treatment, history and effects of trauma exposure, mental health and substance abuse needs, family situation and HIV history, etc. The group worked with the Needs Assessment Consultant to determine ways to recruit participants and how best to facilitate focus groups and one-on-one interviews. The group will continue to develop questions at the next meeting and discuss a timeline and logistics for implementation.
<b>B. Rationale for Recommendations:</b>
None.
<b>C. Data Reports / Data Review Updates:</b>
FY2016 Part A and Female HIV Care Continuum, Literature Review of Women of Color Studies
<b>D. Data Requests:</b>
Breakdown of County of Origin for Black Part A Females; PWN-USA survey tool
<b>E. Other Business Items:</b>
<i>Agenda Items for Next Meeting:</i> Black Women Intervention Implementation Plan, SOC Policies and Procedures and FY2017 Work Plan <i>Next Meeting Date:</i> May 31, 2017- 1:00 p.m., Children's Diagnostic and Treatment Center

**G. EXECUTIVE COMMITTEE**

**No April Meeting**

*Chair: B. Gammell Vice Chair: R. Lopes*

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

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

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

**11. UNFINISHED BUSINESS**

**12. PUBLIC COMMENT**

**13. ANNOUNCEMENTS**

**14. REQUEST FOR DATA**

**15. AGENDA ITEMS FOR NEXT MEETING: June 22, 2017 LOCATION: GC-430**

<i>Tasks for next Meeting</i>	<i>Responsible Party</i>	<i>Action to be taken, presentation, discussion, brainstorm etc.</i>
<b>HOPWA Presentation</b>	<i>HOPWA</i>	<b>ACTION ITEM:</b> Receive a presentation regarding HOPWA funding and services in the EMA
<b>PSRA Update</b>	<i>PSRA</i>	<b>ACTION ITEM:</b> Review data presentations and key findings of the PSRA Process thus far

**PLEASE COMPLETE YOUR MEETING EVALUATIONS**