



BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL

MEETING AGENDA

Thursday, April 25, 2013 at 9:00 a.m.

Samantha Kuryla, Chair

Brad Gammell, Vice Chair

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

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. WELCOME AND PUBLIC RECORD REQUIREMENTS**
 - a. Review Meeting Ground Rules, Public Comment and Public Record Requirements
 - b. Council Member and Guest Introductions
 - c. Excused Absences and Appointment of Alternates
 - d. Approval of 4/25/13 Meeting Agenda
 - e. Approval of 3/28/13 Meeting Minutes

4. PUBLIC COMMENT (Up to 10 minutes)

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

6. CONSENT ITEMS

Consent #1	To appoint Rhonda Sampson to the Joint Client/Community Relations Committee
Justification:	Consistently attended meetings for the past few months
Proposed by:	Joint Client/Community Relations Committee

Consent # 2	To appoint Mario DeSantis as a member of the HIV Planning Council
Justification:	To fill the Grantees of other Federal HIV programs: HOPWA seat
Proposed by:	Membership/Council Development Committee

Consent # 3	To appoint Rosemarrie Williams as a member of the HIV Planning Council
Justification:	To fill the mandated formerly incarcerated PLWHA or their representatives seat
Proposed by:	Membership/Council Development Committee

Consent # 4	To appoint Patricia Parker-Maysonet as a member of the HIV Planning Council
Justification:	To have greater consumer representation on the HIVPC (unaffiliated consumer seat)
Proposed by:	Membership/Council Development Committee

VISION: To ensure the delivery of high quality comprehensive HIV/AIDS services to low income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care

MISSION: We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: Foster the substantive involvement of the HIV affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care
 Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments
 Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment

Consent # 5	To approve the amended MCDC Policies and Procedures (Handout B)
Justification:	To provide clarification between mandated seats by virtue of job title and other seats
Proposed by:	Membership/Council Development Committee

Consent # 6	To approve changes to the HIVPC application (Handout C)
Justification:	To ensure that Planning Council requirements are clear
Proposed by:	Membership/Council Development Committee

Consent # 7	To draft a letter to Sherry Riley asking about the intent of the State in terms of ADAP and AICP as relates to the ACA for the upcoming year.
Justification:	To consider this information during the PSRA process
Proposed by:	Joint Priorities Committee

7. DISCUSSION ITEMS

None

8. APRIL COMMITTEE REPORTS

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

April 4, 2013

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

A. Work plan item update / Status Summary:

Work plan item 1.1, 1.4 -- The Committee reviewed the Council makeup to ensure it reflects epidemic; discussed filling mandated seats; ensured 33% of members are unaffiliated PLWHA

Work plan item 1.1 --The members moved to appoint Mario DeSantis (Grantees of other Federal HIV programs: HOPWA), Rosemarrie Williams (Formerly incarcerated PLWHA or their representatives), and Patricia Parker-Maysonet (unaffiliated consumer) to become members of the HIV Planning Council.

Work plan item 2.1 -- Committee reviewed and approved changes to the application form so that Planning Council requirements were clearly worded

B. Rationale for Recommendations:

-Appointing these members ensure that mandated seats will be filled while maintaining the reflectiveness of unaffiliated consumers.

-Members voted to now meet every month in order to conduct their work in a timely manner.

-Changes to the application form ensured that Planning Council requirements are clear

C. Data Reports / Data Review Updates:

The Committee reviewed the demographics of the Council as it reflects the epidemic of Broward County.

D. Data Requests:

None.

E. Other Business Items:

The Committee reviewed conflict in the Policies and Procedures language as it relates to the application of the new members who fill mandated seats by virtue of their employment. Changes were made and voted upon. Members also reviewed their meeting dates for the year of 2013 and picked alternate dates that conflicted with federal and religious holidays. *Agenda Items for Next Meeting:* Review and revise mentoring plan; review work plan; discuss a joint meeting with JCCR; discuss July meeting date. *Next Meeting Date:* May 2, 2013

b. **JOINT CLIENT COMMUNITY RELATIONS COMMITTEE (JCCR)**

April 2, 2013

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

A. Work plan item update / Status Summary:
Work plan item 1.2 -- "Hot Topic" educational presentation on the Anti-Retroviral Treatment and Access to Services (ARTAS) program. Provided by Minority Development and Empowerment, Inc. (MDEI) and Broward House. Question and answer session followed. The Hot Topics serve a greater purpose; it enables individuals to be interested in and gain knowledge of the function of the Planning Council and its Committees.
Work plan item 2.2 -- Began discussing plans for conducting second JCCR community event.
B. Rationale for Recommendations:
The members appointed Rhonda Sampson as a member of the Joint Client/Community Relations Committee due to her faithfully attending the meetings for the past few months.
C. Data Reports / Data Review Updates:
None.
D. Data Requests:
None.
E. Other Business Items:
The Committee analyzed the successes and failures of the first community event held at Osswald Park on March 5, 2013. <i>Agenda Items for Next Meeting:</i> Choose additional "Hot Topics," Presentation on PSRA process, Rank PSRA Service Categories. <i>Next Meeting Date:</i> May 7, 2013

c. **JOINT PLANNING COMMITTEE**

April 8, 2013

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

A. Work plan item update / Status Summary:
Work plan item 1.2 – The Committee heard results from the 2012 Client Survey, regarding those lost to care, newly diagnosed and special populations (MSM, non-Hispanic black women). Members expressed concern about clients reporting they are not receiving medications due to doctors' advice. Full results will be revisited in the future.
Work plan item 1.4 – Members reviewed the Priority Setting Resource Allocation timeline to be used by the Joint Priorities Committee.
Work plan item 2.2 – Members reviewed data on the epidemic. Also covered was data on populations experiencing disproportionate impact from HIV; members identified black heterosexuals and MSMs of all demographic groups. Also covered was data on groups underrepresented in Ryan White; the committee identified females in mental health and substance abuse; black clients in mental health; and Hispanics in substance abuse. Also covered was data on unmet need. Recommendations will be made in the future.
B. Rationale for Recommendations:
The Committee recommended that close attention be paid to MSMs and Black Heterosexuals in order to make recommendations by service category for how to best meet the need of these specific populations. This will tie into the focus groups for further review.
C. Data Reports / Data Review Updates:
Members reviewed key findings from the client survey; epidemiological reports; data on disproportionate impact and underrepresented groups; service utilization; priority setting tool for Florida (Broward County data).
D. Data Requests:
Members requested additional Client Survey details on Women, MSMs, and newly diagnosed individuals. Committee also requested staff to request the Part D FY 12/13 Utilization Report.
E. Other Business Items:
The Committee reviewed meeting dates for the year and tentatively moved a meeting to November 4, 2013 to avoid Veterans Day. <i>Agenda Items for Next Meeting:</i> Recommendations to

Joint Priorities to guide rankings and allocations; recommendations to address unmet need; begin reviewing Language on How Best to Meet the Need. *Next Meeting Date:* May 13, 2013.

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

April 15, 2013

Chair: C. Grant

A. Work plan item update / Status Summary:
<p>Work plan item 1.1d – Broward Client Level Outcomes and Indicators. The Committee approved the revised Oral Health outcomes and indicators.</p> <p>Work plan item 2.4 – Review Service Delivery Models (SDMs) Submitted by Quality Improvement (QI) Networks. The Committee approved the Medical Case Management, Mental Health, Substance Abuse, Medical, Outreach and Pharmaceutical SDMs with amendments.</p> <p>Work plan item 2.3- Review, Update and Approve Annual Work Plan. The Committee reviewed and approved the FY 13-14 annual work plan.</p> <p>Work plan item 2.2 – Review, Update and Approve 3-Year Work Plan. The Committee tabled review and approval of the 3-year work plan until the May meeting.</p> <p>Work plan item 2.1 – Review Policies and Procedures (P&P). The Committee tabled review and approval of the P&P until the May meeting.</p>
B. Rationale for Recommendations:
<p>The Committee reviewed the SDMs and made recommendations to clarify language in the Medical Case Management (Reassessment) and Medical SDMs (Standard 18.2). The Committee recommended that the language referring to <i>Medicaid Reimbursement</i> be removed from the Mental Health and Substance Abuse SDMs as it is understood that Ryan White reimbursement rates match those of Medicaid. The Committee recommended that Staff review the AIDS Education and Training Center (AETC) recommendations for genotype testing in the Medical SDM (Standard 5). The Committee also asked that Staff review the in meeting notes for the Medical Network SDM review to clarify the addition of <i>Toxoplasma gondii CD4 < 100 if patient is toxoplasma positive</i> (Standard 24).</p>
C. Data Reports / Data Review Updates:
<p>There were no data reports or data review updates at this meeting.</p>
D. Data Requests:
<p>There were no requests for data.</p>
E. Other Business Items:
<p>There was no other business. <i>Agenda Items for Next Meeting:</i> Standing Agenda Items, Review of Three-Year QM Work Plan, Review of Committee Policies and Procedures, Review Client Survey Findings, Quarterly Data Review <i>Next Meeting Date:</i> May 20, 2013.</p>

e. **JOINT PRIORITIES COMMITTEE**

April 17, 2013

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

A. Work plan item update / Status Summary:
<p>Work plan item 1.3-- Discuss strategy to develop an action plan to ensure PSRA process is coordinated with and adapts to changes that will occur with Affordable Care Act (ACA) implementation. Review data and document how these data sets will be utilized in the PSRA process.</p>
B. Rationale for Recommendations:
<p>-The Committee recommended that a system be set in place to move forward with unknown factors: a) Budget for Status Quo b) Identify “transition services” and dollar amount c) Create a “process” policy in the event of reductions we will have a priority of which services get reduced first and by how much d) Exempt Dental and other non-covered services.</p>

-The Committee also requested that a letter be sent to Sherry Riley asking about the intent of the State in terms of ADAP and AICP as relates to the ACA for the upcoming year in order to consider these in the PSRA process.
C. Data Reports / Data Review Updates:
Members reviewed a presentation that focused on planning for the potential impact of the Affordable Care Act on the Ryan White Program. Severe need data was available for review.
D. Data Requests:
The members requested to look at following: Massachusetts' process/model; copy of the service delivery models of each service category from the Boston EMA; current specialty plans of PSN, PHCP, and Clear Health Alliance. The Committee will also review the data requested by the Ad Hoc PCIP Subcommittee (includes: two years of data on the Part B medication co-pay program i.e. utilization, cost, and demographics; a year of utilization, cost, and demographics of AICP; an estimate of the number of undocumented clients served in Part A).
E. Other Business Items:
The Committee heard updates on the Ad Hoc PCIP Subcommittee. <i>Agenda Items for Next Meeting:</i> Review update scorecard format and make recommendations, Review Joint Client/Community Relations and Joint Planning Committee PSRA recommendations. <i>Next Meeting Date:</i> May 15, 2013.

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

April 17, 2013

Acting Chair: Brad Gammell

A. Work plan item update / Status Summary:
The Committee discussed the work it has done thus far and its future direction based on Joint Priorities' directives.
B. Rationale for Recommendations:
Members requested a letter be sent to Sherry Riley at the Florida Department of Health asking for the State's intent for ADAP and AICP in light of the ACA. The information is requested in preparation for the upcoming FY14-15 PSRA process.
C. Data Reports / Data Review Updates:
The Committee reviewed the following data: Ryan White Part A service utilization per FPL; Comparison of benefits packages for the current HIV Medicaid plans; The exchange subsidies for health insurance premiums and cost sharing.
D. Data Requests:
<ol style="list-style-type: none"> 1. Data on the Broward AICP for 2012-2013 (including cost, utilization, demographics) 2. Data on the Part B Medication Co-Pay Program for 2011-2012 and 2012-2013 (including cost, utilization, demographics) 3. Estimated number of undocumented clients served by Part A
E. Other Business Items:
<i>Agenda Items for Next Meeting:</i> Review AICP Data, Review Part B Medication Co-Pay Data; Estimated Number of Undocumented Clients Served in Part A. <i>Next Meeting Date:</i> May 9, 2013

LOCAL PHARMACY ADVISORY COMMITTEE (LPAC)

No meetings

Chair: Vacant

Next Meeting Date: To be determined

f. **JOINT EXECUTIVE COMMITTEE**

No meetings

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

Next Meeting Date: May 16, 2013

g. **PART A EXECUTIVE COMMITTEE****April 18, 2013***Chair: S. Kuryla, Vice Chair: B. Gammell***A. Work plan item update / Status Summary:**

Work plan item 1.2 --Committee chairs reported on their work plan progress to ensure that goals are being met. Chairs reviewed the new meeting summary template, which was used as a guide. Work plan item 4.1 --The Committee reviewed and discussed the changes recommended by the Ad Hoc By-Laws Committee. Members asked for clarification on certain recommendations. It was decided that the handout and the track changes version of the By-Laws will be shown this month for informational purposes only, but will be voted upon at the May HIV Planning Council meeting.

B. Rationale for Recommendations:

-The members voted to keep LPAC as an advisory committee to Priorities as opposed to a standing committee since the decisions they make have financial implications.

-Members discussed the PSRA data presentation. After much discussion, Part A Executive recommended that a data presentation not be held this year due to multiple factors: 1) there is no requirement to hold annual data presentations; 2) participation at data presentations has historically been minimal; 3) multiple meetings will need to be held in order to present all the data; 4) development of a video PSA will require months of planning and legal approval. However, Part A Executive members suggested that Joint Priorities continue to think of ways to elicit community input into the PSRA process. It was also suggested that something be planned due to the implementation of the Affordable Care Act (ACA).

-The Committee agreed that the current process of Committee appointments will stand according to the By-Laws since the process is working.

-The changes to the HIVPC application as well as Membership's policies and procedures were approved since it allows the requirements to join the Council clearer.

C. Data Reports /Data Review Updates:

None

D. Data Requests:

None

E. Other Business Items:

The Committee reviewed and approved the proposed changes to the HIVPC application as well as Membership's Policies and Procedures. The revisions to the public comment sign-in sheet were also reviewed and approved through consensus. *Items for Next Meeting:* Review revisions to Mentoring Plan; Review additional By-Laws changes; Review revisions to HIVPC Job Descriptions. *Next Meeting Date:* May 16, 2013.

h. **AD HOC BY-LAWS COMMITTEE****April 18, 2013***Chair: W. Spencer***A. Work plan item update / Status Summary:**

The Committee discussed the work it has done thus far and its future direction based on Part A Executive Committee's directives.

B. Rationale for Recommendations:

-By-Laws members agreed to keep LPAC as an Ad Hoc Committee to Priorities as opposed to a standing committee since the decisions they make have financial implications.

-The Committee started making edits to the Planning Council Grievance procedure and form. The new language would assign grievances to be handled by the Part A Executive Committee. Language relating to Part B grievances was removed. The wording was clarified to say Council members could file grievances. This ensured that the grievance procedure was specific to Part A and that the steps to file a grievance were stated clearly. The grievance policy will be finalized at the next meeting.

C. Data Reports / Data Review Updates:

None
D. Data Requests:
None
E. Other Business Items:
No other business. <i>Items for Next Meeting:</i> Review draft policy on reporting violations; Review Planning Council Grievance Procedure; Final Review of the Parking Lot list. <i>Next Meeting Date:</i> May 9, 2013.

9. GRANTEE REPORTS (up to 10 minutes)

- a) Part A
- b) Part B

10. OTHER REPORTS (up to 10 minutes)

- a) Part C
- b) Part D
- c) HOPWA
- d) Prevention
- e) Lorraine Wells

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- a) Healthcare Reform Update (if any)

13. ANNOUNCEMENTS

14. PUBLIC COMMENT (Up to 10 minutes)

15. REQUEST FOR DATA

16. AGENDA ITEMS FOR NEXT MEETING: May 23, 2013 at 9:00 a.m. VENUE: BRHPC

17. ADJOURNMENT