



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: System of Care Committee

Date/Time: September 10, 2020, 3:00 p.m. **Location:** Virtual Meeting Room

Chair: Andrew Ruffner **Vice-Chair:** Joshua Rodriguez

1. CALL TO ORDER:

- a. Welcome
- b. Ground Rules
- c. Statement of Sunshine
- d. Introductions
- e. Moment of Silence
- f. Public Comment

2. APPROVALS: 09/10/2020 Agenda

3. MEETING ACTIVITIES/NEW BUSINESS

I. System of Care Presentation (HANDOUT A)

ACTION ITEM: Receive a presentation on the purpose, review of past activities, and key responsibilities of the SOC Committee.

II. System of Care Policies & Procedures (HANDOUT B)

ACTION ITEM: Review the Policies and Procedures of the Committee to ensure that members understand the operations of the SOC.

III. System of Care FY2020 Work Plan (HANDOUT C)

ACTION ITEM: Approve the FY2020-2021 SOC Work Plan.

4. UNFINISHED BUSINESS

5. RECIPIENT REPORT

6. PUBLIC COMMENT

7. MEMBER TASKS

8. AGENDA ITEMS/TASKS FOR NEXT MEETING October 1, 2020 9:30 a.m. **VENUE:** TBD

I. Who’s at the Table? Exercise

ACTION ITEM: Consider whose voices are missing in the Committee’s current makeup and discuss how to be inclusive of those people.

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.



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9. ANNOUNCEMENTS

10. ADJOURNMENT

PLEASE COMPLETE YOUR MEETING EVALUATIONS
THREE GUIDING IDEAS OF THE BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL
• Linkage to Care • Retention in Care • Viral Load Suppression •

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HIV HEALTH SERVICES PLANNING COUNCIL MEETING GROUND RULES



1. The Council, its members, and the public recognize and respect the committee process adopted by this Council. The Council, its members, and the public recognize that full discussion and analysis of issues occurs at the committee level rather than at Council meetings.
2. Before a member can make a motion or speak in debate, the member must be recognized by the Chair as having the exclusive right to be heard at that time.
3. All speakers are expected to address the Council in a respectful manner to respect time limits, to speak briefly and to the point, and to stay on agenda. All other persons in attendance should not interrupt the speaker who is recognized by the Chair as having the floor.
4. If the member who made the motion claims the floor and has not already spoken on the question, that member is entitled to be recognized in preference to other members.
5. No person is entitled to the floor a second time in debate on the same item as long as any other person who desires the floor has not spoken on the item.
6. Speakers should restrict comments and debate to the pending question or motion. Speakers must address their remarks to the Chair and maintain a courteous tone. The Chair may impose time limits on debate or discussion to ensure efficient conduct of Council business.
7. Members should not name service providers and/or persons during any discussion unless the service provider or person is identified in the subject of the motion or agenda item. Specific concerns regarding service providers should be directed towards the Grantee, outside of the meeting.
8. Members of the public may only address the Council upon recognition by the Chair. They are subject to the same rules of conduct expected of Council members.
9. No alcohol or drug use (unless prescribed by a licensed physician), is permitted at Council meetings, grantee or support staff offices.
10. No abusive language, threats of violence, or possession of weapons are permitted in Council meetings, grantee or staff offices.
11. Repeated violation of these meeting rules may result in no further recognition of the offending member or attendee by the Chair at that meeting. Any serious breach of conduct which disrupts the Council's meeting may subject the offender to removal from the meeting, administrative or legal process.

CONSEJO DE PLANEACIÓN DE SERVICIOS DE SALUD VIH REGLAS BÁSICAS DE LA REUNIÓN



1. Los miembros deberán aceptar y respetar el proceso de comité adoptado por este Consejo. Las discusiones y el análisis en pleno de los temas tendrán lugar a nivel de comité y no en las reuniones plenarias del Consejo.
2. Antes de que un miembro pueda iniciar una moción o de que una persona pueda hablar en un debate, el Presidente de la reunión deberá reconocer que él o ella tienen el derecho exclusivo de hablar en ese momento dado.
3. Se espera que todos los ponentes se dirijan al Consejo de una manera respetuosa, que no se interrumpa al ponente con derecho al habla en el momento, que cuando se hable se haga de forma clara y concisa, y que se mantenga la agenda.
4. Si el miembro que inicia una moción no ha hablado todavía y reclama su derecho a hablar sobre un asunto, él/ella tendrán el derecho a que con preferencia se les reconozca.
5. Nadie tendrá derecho a reclamar el habla por una segunda vez, en un debate sobre el mismo tema, cuando otra persona que no ha hablado todavía, desea hacerlo.
6. Los debates deben ceñirse a los asuntos o mociones que estén pendientes. Al hablar, los ponentes deben referirse al Presidente, y mantener un tono cortés.
7. Los miembros del público solo podrán dirigirse al Consejo cuando hayan sido reconocidos por el Presidente de la reunión. Estarán sujetos a las mismas reglas de conducta que se esperan de los miembros del Consejo. Se establecerán límites de tiempo según sea necesario para garantizar que los asuntos del Consejo cursen de manera eficiente.
8. Miembros del público sólo podrán dirigir el Consejo a partir del reconocimiento por el Presidente. Están sujetos a las mismas reglas de conducta que se espera de los miembros del Consejo.
9. No estará permitido el uso de bebidas alcohólicas o de drogas en las reuniones del Consejo y tampoco en las oficinas del personal de soporte y donatarios.
10. No está permitido el uso de lenguaje abusivo, amenazas de violencia y posesión de armas en las reuniones del Consejo ni en las oficinas del personal de soporte y donatarios.
11. La repetida violación de estas reglas básicas dará como resultado que el Presidente de la reunión deje de reconocer al derecho a participación del ofensor o miembro de la audiencia. Cualquier violación de conducta grave, que perturbe la reunión de Consejo, terminará en la remoción del ofensor, de la reunión.

KONSÈY PLANIFIKASYON SÈVIS SANTE POU HIV RÈGLEMAN RANKONT-YO



1. Manm-yo dwe rekonèt epi respekte pwosesis komite-a ke Konsèy-la adopte. Diskisyon ak analiz total pwoblèm-yo fèt nan nivo komite-a; li pa fèt pandan rankont tout Konsèy-la.
2. Anvan yon manm ka fè yon pwopozisyon oswa nenpòt ki moun gen dwa pale pandan yon deba, fòk Prezidan Komite-a bali dwa esklizif pou fè moun tande-li nan moman sa-a.
3. Yo atann-yo aske tout moun k'ap pale ak Konsèy-la fè-li avèk respè, pou pèsonn pa koupe moun ke Konsèy-la bay dwa pale lapawòl, pou moun k'ap pale-a respekte kantite tan yo ba-li pou pale-a, pou li di sa l'ap di-a rapidman epi avèk presizyon, epi pou li respekte ajanda-a.
4. Si manm ki fè pwopozisyon-an mande pou li pale epi si li poko pale sou keksyon-an deja, li gen priyorite sou lòt manm-yo.
5. Pèsonn moun pa gen dwa pran lapawòl de fwa sou yon menm sijè si gen lòt moun ki poko pale epi ki vle esprime tèt-yo.
6. Deba-a dwe rete sou keksyon oswa pwopozisyon k'ap fèt-la. Moun k'ap pale-a dwe adrese sa l'ap di-a bay Prezidan Komite-a epi pale sou yon ton ki make ak respè.
7. Manm piblik-la dwe pale ak Konsèy-la sèlman si Prezidan Konsèy-la bay-yo lapawòl. Yo dwe respekte menm règleman kondwit avèk manm Konsèy-yo. Lè sa nesèsè pou zafè Konsèy-la byen mache, yo gen dwa bay-yo yon limit tan pou yo pale.
8. Manm nan piblik la sèlman pou adrese a konsèy sou rekonèsans sou chèz la. Yo ka tonbe anba menm lòd de kondwit ki te espere nan manm konsèy yo.
9. Itilizasyon alkòl ak dwòg (sòf si se yon doktè lisansye ki preskri-li), entèdi nan rankont Konsèy-la oswa nan biwo estaf sipò-a oswa Resevè-a.
10. Vye langaj, menas vyolans, oswa posesyon zam entèdi nan rankont Konsèy-la oswa nan biwo estaf-la oswa Resevè-a.
11. Vyolasyon repete règleman rankont-yo ap lakòz yon manm oswa lòt moun k'ap asiste rankont-lan pa kapab patisipe ankò. Nenpòt ki move kondwit serye ki twouble rankont-la ap lakòz yo mete moun-nan deyò.

Broward County HIV Health Services' System of Care Committee

An overview of the System of Care



Contents

- I. System of Care Committee Overview
- II. Affordable Care Act
- III. Black Women's Study
- IV. Members' Key Responsibilities

System of Care Committee

- The purpose of the System of Care Committee (SOC) is to evaluate the system of care in the Broward EMA and analyze the impact of local, state, and federal policy and legislative issues impacting PLWHA
- SOC plans and addresses coordinated care across diverse groups by engaging community resources to eliminate disparities in access to services
- The SOC is tasked with conducting activities to evaluate and improve the system of HIV care and treatment in the Broward EMA

Affordable Care Act

- In a previous iteration of the SOC, the Committee focused on the Affordable Care Act and how it would impact Ryan White clients

Black Women's Study

- SOC identified HIV positive women who were not virally suppressed/had high viral loads as a priority population
- The Committee held a series of meetings in 2017 (January, April, May, and June) during which data was reviewed, a survey was developed, and a plan for administration was established
- There were 337 Black women who were living with HIV, who were receiving Ryan White Part A services and who had high (12%) or unsuppressed (88%) viral loads
- The Ronik-Radlauer Group administered the survey over a two-month period to positive Black women who had high or unsuppressed viral loads

SOC's Key Responsibilities

- Identify the inventory of resources available for service delivery for PLWHA in Broward County to ensure a seamless continuum for Part A eligible clients
- Determine if Part A services are delivered as designed by identifying client needs, service gaps, barriers, and outcomes of subpopulations
- Ensure that issues pertaining to specific subpopulations are addressed and make recommendations to appropriate HIVPC standing committees
- Assist in the Priority Setting and Resource Allocation (PSRA) process, including developing language on “How Best to Meet the Need” (*HRSA-defined*)

Resources

- Ronik, M., The Ronik-Radlauer Group, Inc. (2019) *HIV, Race, and Gender: A Study of the Special Needs of Black Women in Broward County, Florida* (available upon request)
- HIVPC By-Laws (Revised October 2018)
- HIVPC Local Procedures Manual (Revised August 2017)



SYSTEM OF CARE COMMITTEE Policies and Procedures



Policies

The Committee shall conduct activities to evaluate the system of care and its impact on people living with HIV and receiving Part A services in the Broward County EMA. The Committee will be responsible for advising the Planning Council on how these issues may impact the Broward County EMA and may recommend response strategies.

At a minimum, analyzing and evaluating the system of care for Part A eligible clients will include activities to:

- Identify the inventory of resources available for service delivery for PLWHA in Broward County to ensure a seamless continuum for Part A eligible clients.
- Determine if Part A services are delivered as designed by identifying client needs, service gaps, barriers, and outcomes of subpopulations.
- Ensure that issues pertaining to specific subpopulations are addressed and make recommendations to appropriate HIVPC standing committees.

Procedures

System of Care Components:

- An analysis of utilization trends for the HIV population in the Ryan White Part A system of care;
- The committee will identify capacity development needs resulting from disparities in the availability of HIV-related services in historically underserved communities.

Work Plan Components:

- Assist in the Priority Setting and Resource Allocation (PSRA) process, including developing language on "How Best to Meet the Need" (*HRSA-defined*);
- Collaborate with community partners to evaluate the HIV Care Continuum in Broward County.
- Conduct utilization focused evaluation of the HIV Care Continuum to identify and address the drop-offs along the stages specific to service provider, geographic location and individual characteristics (Integrated Plan Strategy 2.2.a)
- Develop strategies specific to the needs, attitudes and behaviors of the identified priority/MAI populations (Integrated Plan Strategy 3.1.a)

Assess Effectiveness of Services Offered in Meeting the Identified Needs:

1. Identify and approve tools/data needed to perform an assessment, including relevant reports, questionnaires, or other sources of information.
 - a. Aggregate Service Outcome Data
 - b. Initial and Updated Implementation Plans
2. Develop those tools not currently available
3. Review data
4. Evaluate the Assessment Process

Membership

Prospective members of the SOC shall complete a Standing Committee application to be returned to Planning Council Staff or the Committee Chair. Council Committee Chairs shall appoint, with the approval of the Council, the members of each committee. Committee membership should reflect the demographics of the local epidemic and consideration shall be given to race, ethnicity, self-acknowledged HIV-positivity, and gender. Membership should include Broward's community stakeholders, Ryan White consumers, and HIV frontline workforce across different stages of the HIV Care Continuum. Members should be individuals who bring skills related to the needs of HIV-positive Broward County residents, and who can provide insight into the needs, gaps and barriers facing Part A clients in the county.

