



**Miami-Dade HIV/AIDS Partnership Meeting
HistoryMiami, 101 W. Flagler Street
March 20, 2017**

Approved May 15, 2017

#	Partnership Members	Present	Absent
1	Armand Jauregui, Jocelyn		X
2	Bennett, Brady	X	
3	Calvo, Jonathan		X
4	Carvajal, Maritza	X	
5	Conyers, Tamar	X	
6	Downs, Frederick		X
7	Duberli, Francesco	X	
8	Forrest, David	X	
9	Gallardo, Enrique		X
10	Hess, Amaris	X	
11	Hunter, Tabitha	X	
12	Iadarola, Dennis	X	
13	Jefferson, Cameka		X
14	Kenneally, Sarah	X	
15	Locks, Lauren	X	
16	Messick, Barbara	X	
17	Miller, Ashley		X
18	Neff, Travis	X	
19	Orozco, Eddie	X	
20	Pierre, Rudy		X
21	Powell, James	X	
22	Puente, Miguel	X	
23	Quintero, Samuel	X	
24	Rice, Christopher		X
25	Romero, Javier	X	
26	Siclari, Rick	X	
27	Tazoe, Roberto		X
28	Troutman, Zena		X
29	Valle, Carlos		X
30	Vaughn, Sannita	X	
31	Wall, Daniel T.		X
32	Wyatt-Sweeting, Michele	X	
33	Vacant Federally Recognized Indian Tribe		
34	Vacant Housing, Homeless or Social Service Provider Representative		
35	Vacant Miami-Dade County Health Department Representative		
36	Vacant Representative Co-infected with Hepatitis B or C		
37	Vacant Representative of the Affected Community (PLWHA)		
38	Vacant Representative of the Affected Community (PLWHA)		
39	Vacant State Government/Medicaid Agency Representative		
#	Ex-Officio Members		
1	Diana Rodriguez, MDC Mayor Office		X
2	Vacant Board of County Commissioners		
Quorum = 13			

#	Alternate Representatives of the Affected Community	Present	Absent
1	McFeely, John	X	
2	O'Donnell, Brian		X
3	Rohn, David	X	
Guests			
	Ortega, Jose		
	Valle-Schwenk, Carla		
	Wynn, Joey		
Staff			
	Ladner, Robert		
	Meizoso, Marlen		
	Singh, Hardeep		

I. Call to Order/Introductions

The Chair, Eddie Orozco, called the meeting to order at 10:05 A.M. He welcomed everyone and asked for introductions.

II. Resource Persons

Vice-Chair Samuel Quintero indicated Behavioral Science Research (BSR) staff as resource individuals. Eddie Orozco stated that the Partnership meetings are recorded and the recordings and meeting minutes are available to the public.

III. Review/Approve Agenda

Members reviewed the meeting agenda. There were no changes made.

Motion to approve the agenda as presented.

Moved: Travis Neff

Seconded: James Powell

Motion: Passed

IV. Floor Open to the Public

Mr. Orozco opened the floor to the public with the following statement:

“Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any item on our agenda today. If there is anyone who wishes to be heard, I invite you to speak now. Each person will be given three minutes to speak. Please begin by stating your name and address for the record before you talk about your concerns.”

There were no comments, questions, or concerns from the public.

V. Review/Approve Minutes of February 13, 2017

Members reviewed the minutes of January 9, 2017. There were no changes.

Motion to approve the minutes of February 13, 2017 as presented.

Moved: James Powell

Seconded: David Forrest

Motion: Passed

VI. Membership Report

Hardeep Singh

Updates on appointments and resignations

Hardeep Singh shared with the committee that ACHA has now identified Maria Henriquez to fill the *State Government/Medicaid Agency Representative* seat. Ms. Henriquez has submitted her application to staff.

Jocelyn Jauregui has notified staff that due to her new work responsibilities, she is no longer able to fulfil her duties on the Partnership, and is resigning. She has identified Pamela Flores to replace her, and staff has reached out to Ms. Flores with regard to the application process.

Warning Letters sent to non-compliant members

Ms. Singh shared that attendance non-compliance warning letters were sent to Ashley Miller and Maritza Carvajal, as both have missed five (5) consecutive Partnership meetings. Staff shared that Ashley Miller has been absent due to illness, and while she has been unable to attend meetings, she is still committed to serving on the Partnership.

Martiza Carvajal was in attendance. She shared with the Partnership that she was under the impression that she needed to attend only one meeting per month, either the Partnership or the standing committee of which she is a member. Mr. Terrence Smith referenced the bylaws that explicitly state the responsibilities of Board members. Dr. Robert Ladner referenced the Partnership Orientation Manual that all new member receive and sign upon completion. This manual clearly details the roles and responsibilities of all partnerships members, and makes it clear that both attendance at Partnership meetings and committee meetings is required.

Mr. Smith cited Miami-Dade County code 2-11.39, referencing requirements for automatic termination from County boards. He stated that board members must provide an acceptable reason for not attending meetings such that the committee can determine if absences should be excused. John McFeely requested that staff be tasked with gathering said documentation and briefing the committee at the next meeting. The committee decided against taking any action until staff explores this further and reports back.

Ms. Singh reviewed the March 2017 Vacancy Report (copy on file).

VII. Reports

▪ **GRANTEE REPORTS**

- **Ryan White Part A/MAI Program**

Carla Valle-Schwenk

Ms. Carla Valle-Schwenk informed Partnership members that the Part A/MAI expenditure report for FY 2016 printed on February 27, 2017 (copy on file) were in members' packets.

Ryan White Grant Award	Allocations for FY 2016	Total Expenditures for FY 2016 as of 02/27/17
Part A	\$24,723,321	\$18,609,843.11
MAI	\$2,736,895	\$2,247,736,61

Ms. Valle-Schwenk shared that the County is in the process of final closeouts. Updates will be available next month.

The final Notice of Award has not yet been received, but it is anticipated to be available by the end of May, therefore indicating FY2017-18 reallocations will be held in June, 2017. Partial award as of this date is \$11.5M

The Office of Management and Budget is reviewing 2017 continuation contracts presently and all contracts should be executed by the end of April, 2017.

With regard to ACA updates, as of March 9, 2017, 768 Part A clients are enrolled with active policies and over 1700 clients are enrolled between Part A and ADAP, a significant increase from last year (~1200)]. Ms. Valle-Schwenk shared that projected cost for 2017 Part A ACA premiums total approximately \$5.8M representing a \$2.5M (76%) increase over 2016.

- **Part B Report**

Sarah Kenneally

Ms. Sarah Kenneally reviewed the Florida Department of Health in Miami-Dade County Contract Managers' Report (copy on file).

All contracts for South Florida AIDS Network (SFAN)'s ADAP pre-screening services have been paid and services have been rendered.

The January 2017 invoice from SFAN was received on time and it was reported that SFAN pre-screened 138 clients for ADAP services.

All contract invoices and quarterly reports have been submitted on time and are in accordance to the terms of the contract.

- **AIDS Drug Assistance Program (ADAP) Miami**

Javier Romero, M.D.

Dr. Javier Romero reviewed the ADAP Miami Report (copy on file).

Dr. Romero referenced the memo from FDOH- Tallahassee announcing the expansion of the ADAP drug formulary to include three new medications available for Hepatitis C (copy on file).

Dr. Romero reviewed the problems Florida Blue has been experiencing in processing marketplace insurance premium enrollment payments submitted by ADAP and Part A, referencing the handout (copy on file) and reviewed ADAP-Miami's contingency plan.

- **General Revenue**

Tamar Conyers

Tamar Conyers reviewed the *July 2016-June 2017 HIV/AIDS Demographic Data for PHT/SFAN Report* (copy on file).

In January of 2017, 588 clients received ambulatory/outpatient medical care, 962 received medical case management services, 406 received drugs/pharmaceuticals, 86 received hospital services, six received nursing home care, seven received nutrition counseling, 60 received transportation services and 544 clients were referred to health or supportive care services.

A total of \$620,766 was spent on the aforementioned services in January, and \$3,722,035.57 has been spent as of year to date.

- **Housing Opportunities for Persons With AIDS (HOPWA)**

Hardeep Singh

Ms. Singh referenced the HOPWA flyer (copy on file), stating that public hearings are being conducted in April, 2017.

• **COMMITTEE REPORTS**

- Care and Treatment Committee

Dennis Iadarola

The committee heard updates on the Ryan White Part A/MAI Program, Part B Program, and SFAN's General Revenue.

The Committee heard a report from the Oral Health Care Workgroup, indicating the workgroup had reviewed oral health care data from the Client Satisfaction survey and data on reduced access to oral health care services. The workgroup had a lively discussion on possible causes for low satisfaction levels and reduced access to oral health care. Additional discussion will take place at the next meeting.

A request was made of the Care and Treatment Committee to request the Partnership to extend the term of the Oral Health Care Workgroup for an additional two years. The workgroup's one year term expires in April, 2017, and the next meeting is scheduled for May, 2017. The committee agreed to extend the term for two years.

Motion to request the Oral Health Care Workgroup term be extended for two years effective May, 2017.

Moved: Miguel Puente

Seconded: James Powell

Motion: Passed

The next Oral Health Care Workgroup meeting is scheduled for May 5, 2017.

The Care and Treatment Committee heard a report from the Medical Care Subcommittee indicating the subcommittee had reviewed information from the Minimum Primary Medical Care Standards for Chart Review and revised sections on STI screenings, TB testing, and immunizations.

Motion to accept the changes to the Minimum Primary Medical Care Standards for Chart Review sections on STI screenings, TB testing, and immunizations as discussed. (see attached)

Moved: John McFeely

Seconded: James Powell

Motion: Passed

The subcommittee also heard an update on 2017 ACA Enrollment.

The next subcommittee meeting is March 24, 2017.

The committee accepted Etelvina Alcala as a new member.

The committee reviewed additional utilization data on the food bank service category.

The committee heard an update on 2017 ACA enrollments.

The next meeting is scheduled for April 6, 2017

- Strategic Planning Committee

Samuel Quintero

The committee heard a presentation by Dr. Thomas Smith of Care Resource on its best

practices on integrating primary care and behavioral health for PLWHA.

The committee continued discussion after BSR presented relevant data on 1) specific retention in care activities listed in the Integrated Plan and 2) the utilization of mental health services and its impact on retaining clients in the Ryan White Program.

Data on progress toward Part A/MAI activities within the Integrated Plan was received by the committee and briefly reviewed, pursuant to presentation of the progress data at the Joint Integrated Plan meeting, to be held on Monday, April 10, 2017.

The April meeting was cancelled due to the Joint Integrated Plan meeting. The next meeting is scheduled for May 12, 2017.

- **Housing Committee**

James Powell

At the February meeting, the committee had a presentation from Citrus Health's Network on the Housing Assistance Network of Dade (HAND) program.

At the March meeting, the committee heard a presentation on the Advocate Program and the Habitat for Humanity program.

The committee also discussed items to be included in the housing needs assessment short survey, and reviewed follow-up steps to the January presentation by the County Public Housing and Community Development programs.

The next meeting is scheduled for April 20, 2017.

- **Prevention Committee**

Sarah Kenneally

Erika Coello, Condom Distribution Coordinator for the Florida Department of Health in Miami-Dade County presented on the condom distribution program for Miami-Dade County.

Sarah Kenneally gave updates on the MSM Collaborative and Florida Department of Health initiatives.

Motion to accept all committee and grantee reports as presented.

Moved: Miguel Puente

Seconded: James Powell

Motion: Passed

VIII. Standing Business

There was no standing business.

IX. New Business

- **New Meeting Dates**

Hardeep Singh

The new Partnership meeting dates were shared with the committee (copy of file) indicating the change in dates to every third Monday of the month.

- **Financial Disclosures**

Hardeep Singh / Terrence Smith

Members were reminded that their Financial Disclosure forms are due by July 1st, 2017 (copy on file). Staff reviewed the document and emphasized that the “Source of Income”, “Source’s Address” and “Description of the Business Activity” required complete responses. Members were given the option to complete the form and turn it in to staff or Ms. Valle-Schwenk, Board Liason. Mr. Smith stated that all sources of income must be disclosed.

- **Chair and Vice-Chair Elections**

All

Chair election:

Elections for the Partnership’s Chair and Vice-Chair position were conducted. Mr. Smith asked if any Partnership members wanted to add their names to the ballot before a motion is made to accepting the ballot for Chair as presented. Francesco Duberli requested to have his name removed from both the Chair and Vice-Chair ballots as he thought the elections were for the Prevention committee.

Motion to remove Francesco Duberli from the Chair ballot and approve the ballot with said revision.

Moved: Miguel Puente

Seconded: James Powell

Motion: Passed

Eddie Orozco was elected to serve as the Chair for his second term.

Vice-Chair election:

Terrence Smith asked if Board members wanted to add their names to the ballot before a motion is made to accepting the ballot for Vice-chair as presented. Francesco Duberli requested to have his name removed from both the Chair and Vice-Chair ballots as he thought the elections were for the Prevention committee. Miguel Puente requested to have his name added to the ballot for the Vice-chair nomination.

Motion to remove Francesco Duberli from the Vice-chair ballot, add Miguel Puente and approve the ballot with said revisions

Moved: Rick Siclari

Seconded: Travis Neff

Motion: Passed

Samuel Quintero was elected to serve as the Vice-chair for his second term.

X. **Announcements**

Dr. Ladner reviewed the New Clients in Ryan White Care for December 2016 (copies on file) and highlighted upcoming meetings on the March and April Partnership calendars (copies on file).

Dr. Ladner introduced the flyer promoting the Prevention committee’s series of best practices presentations. The first will be held on March 23rd, and Jacqueline Holmes of AIDS Healthcare Foundation will be presenting (copy on file).

Dr. Ladner referenced the Health Care Provider Notice on behalf of FDOH urging providers to report suspected Meningococcal Disease to the Health Department. Ms. Valle-Schwenk added that this particular vaccine has been added into the formulary for the RWP.

Dr. Ladner referenced the Needs Assessment 2017 flyer and encouraged new members to attend the first Community Input meeting on Thursday June 1, 2017.

Dr. David Forrest announced the opening of the NHBS –Miami Field Supervisor position, through a UM job posting that was circulated in the March 17th newsletter.

XI. Next Meeting

The next meeting is Monday, April 17, 2017 at HistoryMiami Museum.

XII. Adjournment

The meeting was adjourned at 11:15 A.M.

Motion to adjourn.

Moved: Miguel Puente

Seconded: James Powell

Motion: Passed