



**Care and Treatment Committee Meeting
United Way Ansin Building
3250 SW 3rd Avenue, Ryder Conference Room
December 1, 2016**

Approved February 2, 2017

#	Committee Members	Present	Absent
1	Avellaneda, Victoria	x	
2	Camacho, Angel		x
3	Downs, Frederick	x	
4	Gallardo, Enrique		x
5	Giselle Gallo		x
6	Gonzalez, Victor	x	
7	Grant, Gina		x
8	Hanson, Bruce		x
9	Hunter, Tabitha		x
10	Iadarola, Dennis	x	
11	Jefferson, Cameka	x	
12	LaGrome, Arthur		x
13	Neff, Travis	x	
14	Puente, Miguel	x	
15	Siclari, Rick	x	
16	Wall, Daniel T.		x
Quorum = 7			

Guests	
Ayush M. Amar	
Karen Hilton	
Jasmin Lewis	
Carla Valle-Schwenk	
Betty Hernandez	
Javier Romero	
Yiovanni Alfonso	
Staff	
Meizoso, Marlen	
Sastre, Francisco	

I. Call to Order/Introductions

The chair, Frederick Downs, Jr., called the meeting to order at 10:20 a.m. without quorum. He welcomed everyone and asked for introductions. Quorum was established at 10:35 a.m.

II. Resource Persons

Mr. Downs indicated Behavioral Science Research (BSR) staff as resource individuals.

III. Review/Approve Agenda

The committee reviewed the agenda. "Disposition of unobligated funds" will be added as the first item under new business. The committee accepted the agenda with the change.

Motion to accept the agenda with the change noted.

Moved: Miguel Puente Seconded: Dr. Victoria Avellaneda Motion: Passed

IV. Floor Open to the Public

Mr. Downs read the following:

Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any items 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.

No comments were made so the floor was closed.

V. Review/Approve Minutes of November 3, 2016

Members reviewed and approved the minutes for November 3, 2016.

Motion to approve the November 3, 2016 minutes.

Moved: Miguel Puente

Seconded: Cameka Jefferson

Motion: Passed

VI. Membership

Marlen Meizoso

Marlen Meizoso reviewed the vacancy report (copy on file).

VII. Standing Business

▪ *Ryan White Program Update*

Carla Valle-Schwenk

Carla Valle-Schwenk reviewed the expenditure report (copy on file). Sweep 2 award letters have been sent out. As of March 1, 2017 current labs will be required for billing of services. Ms. Valle-Schwenk reviewed the ACA wrap around matrix (copy on file).

There have been a few changes to the reimbursement structures for outpatient medical care, oral health, health insurance, substance abuse residential, and food bank.

▪ *Part B Update*

Marlen Meizoso

Mrs. Meizoso presented the Part B Report. The Part B report stated that the following Part B contract is active for the contract period April 1, 2016 to March 31, 2017: SFAN ADAP (copy on file). SFAN ADAP served 177 clients in October 2016. There are no funding issues at the present time.

All contract invoices were submitted on time and in accordance with the terms of contract.

There are no new or pending issues to report.

▪ *ADAP Program Update*

Dr. Javier Romero

Dr. Javier Romero reviewed the November 17th ADAP report for October (copy on file). The report is incomplete because of changes to the ADAP system but some data were available to share. There were 4,038 clients in the program. The undetectable viral load rate is 97.20%. Re-enrollments are due for those whose last enrolled was in May. The Hepatitis C pilot program has two clients who completed the program and nine candidates. Open enrollment is taking place and clients are being referred to case managers. There are ten plans that have Part A wrap around services. Florida Blue effective 2017 will not use CVS or its affiliates.

▪ *General Revenue*

Marlen Meizoso for Tamar Conyers

Mrs. Meizoso reviewed the SFAN General Revenue report for October 2016 (copy on file). The program served 2,647 clients. The October total expenses were \$417,059. The year-to-date

expenses totaled \$1,733,321.06 of the annual \$7,219,363 allocated.

▪ *Medical Care Subcommittee Report*

Marlen Meizoso

The Medical Care Subcommittee met November 18th and :

- Heard updates from Part A, ADAP, and General Revenue.
- Accepted Wanda Cortes (pharmacist) and George Barroso (medical case manager) as new members of the Medical Care Subcommittee.
- Reviewed the service descriptions for Outpatient Medical Care and Prescription Drugs (*included in Committee Member packets for reference*). No substantive changes were recommended. Updates will be limited to aligning these documents with the current fee structures, new fiscal year, and references only.

The next subcommittee meeting is January 27, 2017

▪ *Oral Health Workgroup Report*

Marlen Meizoso

The Oral Health Care Workgroup met on November 4th and:

- Heard updates from Part A.
- Reviewed oral health care data.
- Received an update on the workgroup's status and made several motions on composition, mission, and meeting frequency of the workgroup. When the workgroup was originally created, its membership was not defined so the workgroup made a motion to define the members of the workgroup.

Motion to accept the following six individuals as members of the Oral Health Care Workgroup: Dr. Manual Casas, Dr. Ginette Cerrud, Dr. Robert Johnson, Frederick Downs, Jr., Dr. Michelle Soheil, and Carla Valle-Schwenk.

Moved: Travis Neff

Second: Dennis Iadarola

Motion: Passed

- The workgroup also adopted its mission from the prior bylaws as indicated in the motion below.

Motion to make the mission of the workgroup as follows:

“The Oral Health Care Workgroup shall:

- **Evaluate the Partnership’s oral health care program in Miami-Dade County, including quality assurance and improvement efforts and make recommendations for improvements;**
- **Make recommendations regarding the Ryan White Program Oral Health Care Formulary; and**
- **Recommend treatment guidelines and standards of care for Ryan White Oral Health Care providers in Miami-Dade County.”**

Moved: Miguel Puente

Second: Cameka Jefferson

Motion: Passed

- Per the bylaws, workgroups meet once a month, but the workgroup has been meeting only as needed quarterly. The workgroup made a motion to request that it meets quarterly, as needed.

Motion to request that the Oral Health Care Workgroup meets quarterly, as needed, rather than monthly.

Moved: Cameka Jefferson

Second: Rick Siclari

Motion: Passed

- Selected Dr. Manuel Casas as chair of the workgroup.
- Reviewed the Oral Health Care service description (*included in your packets for reference*) and accept the following changes:
 - Year and priority number will be updated
 - Annual cap will be updated to \$5,600
 - Name of group will be changed to Oral Health Care Workgroup (not Ad Hoc)
 - Under section C for reimbursement language will be added to reflect the changes in the billing structure that took place.

Motion to accept the changes to the Oral Health Care Service description as discussed.

Moved: Dr. Victoria Avellaneda

Second: Miguel Puente

Motion: Passed

The next meeting is tentatively scheduled for February 3, 2017.

- *Partnership Report*

Frederick Downs

Mr. Downs asked attendees to review the Partnership report (copy on file).

- *Election of Chair-Elect*

All

Mrs. Meizoso referenced the memo on the chair-elect (copy on file) that was emailed to members. As discussed at last month's meeting, the committee needs to elect a chair-elect from the eligible candidates. Four candidates (Dr. Victoria Avellaneda, Cameka Jefferson, Travis Neff, and Dennis Iadarola) indicated they were interested in the position and their names were placed on the ballot.

Motion to accept the chair-elect ballot with the four names.

Moved: Rick Siclari

Second: Miguel Puente

Motion: Passed

The committee voted and selected Dennis Iadarola as the chair-elect.

VIII. New Business

- *Unobligated Funds Request*

All

As part of the end of year activities, the Health Resources and Services Administration (HRSA) require the grantee to estimate the amount of unobligated funds at the end of the year, and to submit these balances as well as the service categories they would provisionally be assigned to. About \$700,000 is projected to be unobligated in Part A, and \$200,000 in MAI. The Part A total was placed in health insurance services since this is a service category that will need additional funds with more clients accessing the service. The MAI total was placed in the medical case management service category because of greater reliance on the service by clients. When the final totals are available in June, a motion will be made with the actual totals to be forward to HRSA.

Motion to recommend unobligated funds of \$700,000 in Part A to health insurance

services and \$200,000 in MAI funds to Medical Case Management.

Moved: Travis Neff

Second: Cameka Jefferson

Motion: Passed

- *Service Description Review for FY 27*

All

The committee also reviewed the service descriptions for mental health, substance abuse counseling (outpatient and residential), transportation vouchers, and legal services (copies on file). No substantive changes were recommended. Updates will be limited to align these documents with HRSA policy definitions, current fee structures, new fiscal year, and references only.

Transportation Vouchers: aside from priority and year change, language from the HRSA policy definition will be added indicating the service is intended for clients to access or be retained in core medical and support services.

Legal Services: priority and year change will be update as well as title addition of other professional services to align with HRSA policy definitions.

Substance Abuse Counseling (outpatient and residential): priority and year will be updated as well as fee structure for residential substance abuse counseling. Additional language may need to be added to outpatient based on the HRSA policy definition that a written referral from the clinical provider is needed, but the County will follow-up with the HRSA Project Officer regarding the program guidance.

Mental Health Therapy/Counseling: priority and year will be updated and clarifying language will be added that psychiatric treatment is part of medication management and evaluation under outpatient medical care.

- *2017 Meeting Dates*

Mrs. Meizoso reviewed the scheduled committee meeting dates for 2017 (copy on file).

IX. Announcements

Mrs. Meizoso reviewed the changes in the December and January calendars, including the New Member Orientation on December 7th (copy on file).

X. Next Meeting

The next meeting is January 5, 2017 at the Ryder Conference Room, United Way Ansin Building.

XI. Adjournment

Mr. Downs adjourned the meeting at 11:27 a.m.