

items. 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.”

The floor was opened to the public. There were no comments, questions, or concerns.

IV. Review/Approve Agenda

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

Motion to approve the agenda as presented.

Moved: Miguel Puentes

Seconded: Joshua Neri

Motion: Passed

V. Review and Approve Minutes of December 9, 2016

Members reviewed the December 9, 2016 minutes. Carla Valle-Schwenk stated that on page 3 of 6 in the fourth paragraph the Ryan White Program’s annual health insurance premium should be \$1,000, the annual health insurance deductible should be \$4,500 and the annual out-of-pocket maximum should be \$6,500.

Motion to approve the minutes of December 9, 2016 with the above changes.

Moved: Miguel Puentes

Seconded: Giselle Gallo

Motion: Passed

VI. Membership

Elizabeth Ross

Appointment to the Retention in Care Workgroup

The Partnership appointed Karen Hilton as a member to the workgroup. There are no more vacancies on the workgroup.

Partnership and Committee Vacancy Report

Committee members have a copy of the Partnership and Committees Vacancy Report (copy on file), which outlines the remaining vacancies on all standing committees, the Medical Care Subcommittee and the Partnership. There are seven vacancies remaining on the Partnership of which two are designated seats for People Living With HIV/AIDS (PLWHA).

There are five vacancies on the Strategic Planning Committee.

Ms. Ross encouraged members to forward recommended names of people who may be interested in joining the committee.

VII. Standing Business

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

Carla Valle-Schwenk

Carla Valle-Schwenk reviewed the Ryan White Part A/MAI Expenditure Report for FY 2016 (copy on file).

The Partnership approved sweeps. Ryan White Program service providers will have until the end of February to submit contract amendments.

The Ryan White Service Provider Forum is January 24th.

The Office of Management and Budget-Grants Coordination (OMB-GC) has conducted eight site visits at

provider agencies. By the end of this week, OMB-GC will have completed nine out of the 15 scheduled site visits.

The Ryan White Program has enrolled more than 1,500 clients into one of the eligible Affordable Care Act health insurance marketplace plans. Half of those clients' insurance premiums are being paid for by the Ryan White Part A Program and the other 750 clients' insurance premiums are being paid for by the ADAP Miami Program.

▪ **Partnership Report**

Miguel Puente

Mr. Puente reviewed the January 9, 2017 Partnership Report (copy on file). Ms. Ross stated that she will correct the Partnership Report to remove that the Strategic Planning Committee did not meet in December.

▪ **Retention in Care Workgroup Update**

BSR Staff

Ms. Ross highlighted key workgroup discussions as outlined in the December 13, 2016 Retention in Care Workgroup meeting minutes (copy on file).

The workgroup discussed the purpose of the workgroup and the opportunity the workgroup provides to the affected community to provide input on retention in care activities.

At the workgroup meeting, Ms. Valle-Schwenk suggested that workgroup members should consider joining the Strategic Planning Committee so that Strategic Planning Committee members can participate in the workgroup's discussions on retention in care matters.

The workgroup has asked the Strategic Planning Committee to allow the workgroup to host a discussion at its February 10th meeting to facilitate a joint workgroup and committee discussion on specific retention in care issues. The workgroup will present select retention in care activities listed in the Integrated Plan for committee discussion on what is working and what is not. Workgroup members agreed that if they are able to contribute to the committee's discussion and effectively address matters on retention in care issues at Strategic Planning Committee meetings, then the workgroup should be dissolved.

Committee members agreed to allow the Retention in Care Workgroup to have a one-hour discussion with the committee on retention in care matters at its next meeting.

Ms. Ross stated that the workgroup will discuss at its upcoming meeting which Integrated Plan activities it would like added to the February 10th Strategic Planning Committee meeting agenda.

VIII. New Business

▪ **Committee Productivity Report on Responsibilities/Activities**

Elizabeth Ross

Ms. Ross reviewed the committee's responsibilities, committee activities and timeline to complete each activity (copy on file).

Ms. Ross stated that a few committee members were uncertain of the committee's responsibilities and productivity, so the enclosed report provides a description of what the committee needs to do and will do in year 2017.

Ms. Ross stated that there are three months (March, November and December) in which the committee does not have any set agenda items to discuss. The committee can use these three months to accomplish additional activities. From henceforth, the committee should use a few minutes at each meeting to decide what agenda

items should be discussed at its next meeting. This will better facilitate future discussions and lead to productive committee activity. BSR staff will keep the committee abreast of regularly scheduled agenda items.

The committee will not meet in April, July and October since the Strategic Planning Committee and Prevention Committee will be hosting their Integrated Plan Review Team meetings during those months. There will not be a meeting in the month of June since Strategic Planning Committee members are encouraged to attend the Ryan White Program Needs Assessment.

In May, the committee is scheduled to begin discussion on the Partnership's administrative mechanism, which assesses the Ryan White Program grantee.

In August, the committee is scheduled to draft the Partnership member and Ryan White Part A/MAI provider surveys of the administrative mechanism for approval by the Partnership.

In September, the committee is scheduled to review the survey results and recommend the draft report of the administrative mechanism's findings to the Partnership for approval. During this month, the committee is also scheduled to begin discussion on and draft the Partnership's Annual Report.

According to the Partnership Bylaws, the Strategic Planning Committee should "Develop recommendations and react to the legislative and regulatory issues regarding funding, policies and rule changes related to HIV/AIDS and Ryan White Program reauthorization." Ms. Ross stated that as updates become available, the committee will receive updates from the Communities Advocating Emergency AIDS Relief (CAEAR) Coalition and hear updates on the Ryan White Care Act re-authorization, and as necessary, the committee will make recommendations.

▪ **Agenda Setting for February 10th Meeting**

All

Ms. Ross stated that as suggested during an earlier discussion, the committee should begin setting its agendas for the next meeting to ensure meaningful and productive discussions and committee activities.

The committee already has on the agenda a one-hour discussion on retention in care activities on which the workgroup will facilitate discussion.

Ms. Valle-Schwenk emphasized the importance of the committee having fruitful discussions that will lead to actionable outcomes by all providers, including those who are represented at Strategic Planning Committee meetings. Ms. Valle-Schwenk suggested that the committee should review a summary of the Ryan White Part A services that are being under-utilized according to the Client Satisfaction Survey.

Committee members asked BSR staff for a list of available data relevant to the Strategic Planning Committee that will be useful in determining what information about the Ryan White Program and Ryan White Program clients can be assessed to develop effective and reasonable recommendations to improve client outcomes. Ms. Brock-Getz stated that she can provide the committee such a list at the next meeting, but cautioned members to only request data that is relevant to the committee's discussion.

Ms. Ross stated that to ensure adequate time for discussion and recommendations, the committee should focus on one main topic since the Retention in Care Workgroup will be facilitating a one-hour discussion. Ms. Valle-Schwenk suggested then that the committee focus on how Ryan White Program clients' access to mental health services impacts the clients' ability to stay in care and the clients' viral load. Ms. Valle-Schwenk also suggested that BSR share how many Ryan White clients actually need mental health services but are not accessing Ryan White mental health services.

Committee members also agreed that there should be some discussion on the different mental health programs that are available in Miami-Dade County, mental health providers and the eligibility criteria for different mental health programs. The committee should try to determine potential barriers, if any, that clients are facing to access mental health services.

▪ **Chair-elect Elections**

All

Ms. Ross informed the committee that Travis Neff and Brian O'Donnell are nominated for the chair-elect position. Ms. Ross stated that both candidates will have to state their interest in being the chair-elect of the committee before members vote. Since Mr. Neff was not present, Ms. Ross read Mr. Neff's letter he addressed to the committee. Mr. Neff could not attend today's meeting due to a work conflict. Mr. O'Donnell gave his speech on why he thought he should be elected.

Ms. Ross asked if there was anyone else who wished to be added to the ballot. There were no changes made to the chair-elect ballot.

Motion to accept the ballot as presented.

Moved: Kira Villamizar

Seconded: Lina Castellanos

Motion: Passed

Members voted and elected Brian O'Donnell as the Strategic Planning Committee's new chair-elect.

IX. Announcements

Ms. Brock-Getz reviewed the New Clients in Ryan White Care for September 2016 and October 2016 reports (copy on file) and highlighted the new table that she added showing the breakdown of age for the Men who have Sex with Men (MSM) transmission mode factor as requested by the committee last month. Ms. Brock-Getz also mentioned that she blinded the agencies as Ms. Valle-Schwenk recommended.

Ms. Ross named the presentations that will be given at the upcoming Ryan White Service Provider Forum on January 24th.

Ms. Ross reviewed the flyer for the New Member Orientation (copy on file) and highlighted changes to the January and February Partnership calendars (copies on file).

X. Next Meeting

The next meeting is Friday, February 10, 2017 at United Way Ansin Building in Conference Room A.

XI. Adjournment

Motion to adjourn the meeting.

Moved: Lina Castellanos

Seconded: Kira Villamizar

Motion: Passed

The meeting was adjourned at 11:52 A.M.