



**Strategic Planning Committee Meeting
 United Way Ansin Building, Conference Room A,
 3250 SW 3rd Avenue, Miami, FL 33129
 February 12, 2016**

Approved on April 8, 2016

| # | Members | Present | Absent |
|-------------------|----------------------|---------|--------|
| 1 | Castellanos, Lina | | X |
| 2 | Carvajal, Maritza | | X |
| 3 | Dardompre, Frank | X | |
| 4 | Dedans, Mila | X | |
| 5 | Holmes, Deborah | X | |
| 6 | Hunter, Tabitha | | X |
| 7 | Jardon, Thomas | | X |
| 8 | Messick, Barbara | X | |
| 9 | Neff, Travis | | X |
| 10 | Neri, Joshua | X | |
| 11 | Orozco, Eddie | X | |
| 12 | Oves, Juan | | X |
| 13 | Puente, Miguel | X | |
| 14 | Siclari, Rick | | X |
| 15 | Valle-Schwenk, Carla | | X |
| 16 | Varga, Leah | X | |
| 17 | Villamizar, Kira | | X |
| 18 | Zayas, Matilde | X | |
| Quorum = 7 | | | |

| Guests | |
|------------------------|--|
| Alvarez, Stephen | |
| Darrow, Bill | |
| Gutierrez-Zwick, Helen | |
| Hilton, Karen | |
| Kenneally, Sarah | |
| Smith, Theresa | |
| Trepka, Mary Jo | |
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| Staff | |
| Brock-Getz, Petra | |
| Ladner, Robert | |
| Ross, Elizabeth | |
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I. Call to Order/Introductions

The chair, Miguel Puente, called the meeting to order at 10:14 A.M. He welcomed everyone and asked for introductions.

II. Resource Persons

Matilde Zayas, Ph. D, indicated Behavioral Science Research (BSR) staff as resource individuals. Elizabeth Ross reminded members meetings are recorded and the recordings are available to the public.

III. Floor Open to the Public

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

“During the 2013 session, the Florida Legislature passed Senate Bill 50 which requires states, county and municipal boards to provide members of the public a ‘reasonable opportunity to be heard’ on items and matters before the board.

On items that are on today’s agenda, members of the public have an opportunity to be heard concerning each of the 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.

Motion to approve the agenda as presented.

Moved: Mila Dedans

Seconded: Eddie Orozco

Motion: Passed

V. Review and Approve Minutes of January 8, 2016

Members reviewed the January 8, 2016 minutes. There were no changes.

Motion to approve the minutes of January 8, 2016 as presented.

Moved: Deborah Holmes

Seconded: Matilde Zayas

Motion: Passed

VI. Membership

Elizabeth Ross

New Applicants

There are two new applicants applying to join the committee; they are Helen Gutierrez-Zwick and Karen Hilton. Ms. Gutierrez-Zwick works at Infinite Ways Network and Ms. Hilton works at the University of Miami Comprehensive AIDS Program. Ms. Hilton is also a member of the South Miami-Dade HIV/AIDS Care and Treatment Needs Workgroup.

Ms. Gutierrez-Zwick and Ms. Hilton introduced themselves to the committee.

Motion to accept Helen Gutierrez-Zwick as a member of the Strategic Planning Committee.

Moved: Matilde Zayas

Seconded: Deborah Holmes

Motion: Passed

Motion to accept Karen Hilton as a member of the Strategic Planning Committee.

Moved: Deborah Holmes

Seconded: Matilde Zayas

Motion: Passed

Partnership and Committees Vacancy Report

Committee members received a copy of the Partnership and Committees Vacancy Report for February (copy on file) that outlines the vacancies remaining on all standing committees, the Medical Care Subcommittee, and the Partnership. There are 18 vacancies on the Partnership. The Partnership recommended eight new applicants, of which six are representatives of the affected community, to the Miami-Dade County Mayor for appointment. The Community Coalition Committee and BSR staff are working diligently to fill vacancies on the Partnership and committees.

The Strategic Planning Committee now has 20 active members with 4 vacancies remaining. Staff is waiting for five Part A agencies that are not on the committee to recommend a representative. The committee is still lacking representation from Empower U, The Village South, Jessie Trice Community Health Center, Borinquen Medical Centers, and Miami Beach Community Health Center.

VII. *Role of racial/ethnic neighborhood concentration and poverty on racial disparities in linkage to HIV care*

Leah Varga, Ph. D, introduced Mary Jo Trepka, M.D., M.P.H., a Professor at Florida International University's Robert Stempel College of Public Health and Social Work, Department of Epidemiology.

Dr. Trepka gave a presentation on the role/ethnic neighborhood concentration and poverty on racial disparities in linkage to HIV care, Florida, 2014 (copy on file).

The objective of Dr. Trepka's study was to determine if neighborhood level measures of socioeconomic status, racial/ethnic composition and rural/urban status explain observed racial/ethnic disparities in linkage to HIV care.

Dr. Trepka's findings showed that 4,319 people diagnosed with HIV in Miami-Dade County in 2014. Of the total number of people diagnosed with HIV, 78.1% (3,373) were linked to care within three months and 21.9% (946) were not linked to care within three months. Of the people who were not linked to care within three months, 30.9% (532) were non-Hispanic Black, 17.7% (217) were Hispanic, and 14.4% (197) were non-Hispanic White.

Overall, based on Dr. Trepka's research study, 1) non-Hispanic Blacks and Hispanics are less likely to be linked to care within three months, 2) individual level factors attenuate racial/ethnic difference, and 3) male sex, U.S. birth, heterosexual mode of HIV transmission, and percent of non-Hispanic Black are factors associated with non-linkage to care within three months of HIV diagnosis.

Dr. Trepka discussed the following possible reasons for non-linkage to care: 1) psychosocial reasons (denial, stigma, fear, lack of symptoms, other priorities), 2) structural reasons (no health insurance, difficulties making appointments, waiting times, transportation, difficulties navigating health system, language barriers), and 3) other reasons.

VIII. Update on Miami-Dade County's Integrated HIV Prevention & Care and Treatment Plan (Integrated Plan)

Robert Ladner, Ph. D, presented the comments and suggestions on the Integrated Plan collected from stakeholder meetings in January and February of 2016.

Dr. Ladner reported that this feedback will be given to the Integrated Plan Workgroup for incorporation into a draft plan which will be presented to the Partnership for approval.

Committee members had no questions, comments, or concerns.

IX. Standing Business

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

Theresa Smith

Theresa Smith reviewed the Ryan White Part A/MAI Expenditure Report for Fiscal Year (FY) 2015 printed on February 11, 2016 (copy on file). This expenditure report includes reimbursement requests that were due by January 20th. Invoices for January services are due by February 20th.

| Ryan White Grant Award | Allocation | Expenditures as of Date |
|-------------------------------|-------------------|--------------------------------|
| Part A | \$24,594,012 | \$17,280,123.91 |
| MAI | \$2,931,487 | \$2,122,271.56 |

The Health Resources and Services Administration (HRSA) has initiated the process to make partial awards available for FY 2016 with the effective budget period start date March 1st. These awards will be approximately 80 percent of a recipient's FY 2015 Formula and Minority AIDS Initiative awards (approximately \$14.4 million).

Sweeps #2 awards were made in December of 2015. Contract officers continue to review the budget and prepare related amendments. Ten Ryan White service providers were awarded additional funds and three

amendments have been executed. All amendments must be executed and funds must be spent by February 29, 2016.

FY 2016 Part A/MAI continuation contract provisional award letters were sent to providers on December 21, 2015 and responses were due on January 29, 2016. The Office of Management and Budget-Grants Coordination (OMB-GC) hopes to have all contracts executed by April 15, 2016.

Service Delivery Guidelines are being updated for FY 2016. OMB-GC hopes to have them available by March 2016.

OMB-GC and BSR are making significant changes to the Ryan White Part A/MAI Service Descriptions and medical documents that will be approved by the Partnership. Once approved, OMB-GC will send notifications to providers.

There are upcoming federal reports that are due to HRSA. The Ryan White Client-level Data Services Report (RSR) instruction manual was provided at the Ryan White Service Provider Forum on January 25th. The RSR Grantee Report was submitted to HRSA on January 29, 2016. The RSR Provider Report and XML upload is due in the Electronic Handbook on February 23, 2016.

Miami Beach Community Health Center enrolled 38 clients in the ACA Part A Premium Assistance program during the week ending January 29, 2016 for a total of 494 enrolled clients. According to the latest data, medical case managers reported a total of 577 clients enrolled in the ACA/ADAP wraparound program. Of the 577, Miami Beach Community Health Center has only received referrals for co-pays for 137 clients. The difference in numbers might correspond to the number of clients waiting to receive documentation.

OMB-GC is on schedule to complete 100% of the provider site visits before the end of this fiscal year. The top five site visit findings are 1) no documentation of employee time and effort reconciliation, 2) missing level 2 employee background screenings, 3) incomplete client eligibility documentation in the client chart, 4) lack of a program income policy and procedure, and 5) lack of a retroactive Medicaid billing policy or not retroactively billing Medicaid for Ryan White Program services performed during the Medicaid enrollment processing period.

▪ **FIU Research Update**

Leah Varga, Ph. D

Dr. Varga reported that Mark Williams (Young MSM Venues in Houston, Texas) has yet to confirm if he will be available to present at the April 26th Provider Forum. Dr. Varga informed Mr. Sutherland (Cannabis and HIV) that the committee would like to hear a presentation on his research once his data is available.

There are no further updates to the committee at this time.

▪ **Partnership Report**

Miguel Puente

Mr. Puente reviewed the February 8, 2016 Partnership Report (copy on file).

The committee had no questions, comments, or concerns.

▪ **South Dade Workgroup Update**

Matilde Zayas

- ***Year 2 Final Report to the Miami-Dade HIV/AIDS Partnership***

Elizabeth Ross

Before Matilde Zayas highlighted important discussion topics of the South Miami-Dade HIV/AIDS Care and Treatment Needs Workgroup Notes (copy on file) for the February 5th meeting, Ms. Ross reviewed the *South*

Dade HIV/AIDS Care and Treatment Needs Workgroup Year 2 Final Report to the Miami-Dade HIV/AIDS Partnership (copy on file).

The committee briefly discussed the accomplishments of the workgroup and whether or not the workgroup should be extended.

Motion to extend the workgroup for six months to assist the lead agency with developing an implementation plan to address the needs identified in the South Miami-Dade survey and to assess whether an HIV workgroup that focuses on the quality of care for HIV+ residents living in South Miami-Dade is needed.

Moved: Eddie Orozco

Seconded: Mila Dedans

Motion: Passed

Opposed: Deborah Holmes and Matilde Zayas

The committee agreed to extend the meeting for 10 minutes to finish new business.

Motion to extend the meeting for 10 minutes.

Moved: Eddie Orozco

Seconded: Matilde Zayas

Motion: Passed

X. New Business

▪ Committee's Feedback on 2016 Client Satisfaction Survey

All

Petra Brock-Getz briefly reviewed the changes to the Client Satisfaction Survey which will be implemented for the 2016 survey administration.

Ms. Brock-Getz reported the following changes:

- 1) Some questions will include close-ended answer options;
- 2) A section of the survey will focus on lost to care and returned to care;
- 3) A section of the survey will focus on the Affordable Care Act; and
- 4) Some questions will be included on the texting initiative to assist with retaining clients to care.

Barbara Messick asked if the Affordable Care Act section will include questions about the continuity of care as it relates to health insurance. Ms. Brock-Getz and Dr. Ladner confirmed that questions about the continuity of care and health insurance can be added to the Affordable Care Act section of the survey.

Ms. Brock-Getz asked that providers be prepared for the upcoming administration of the Client Satisfaction Survey and to please respond to BSR staff's correspondence.

XI. Announcements

Ms. Ross reviewed the flyers in the packet and highlighted changes to the February and March Partnership calendars (copies on file).

XII. Next Meeting

The next meeting is Friday, March 11, 2016, at United Way Ansin Building in Conference Room A.

XIII. Adjournment

The meeting was adjourned at 12:11 P.M.