



**Strategic Planning Committee Meeting
 United Way Ansin Building, Conference Room A,
 3250 SW 3rd Avenue, Miami, FL 33129
 May 13, 2016**

Approved on July 8, 2016

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

Guests	
Dardompre, Frank	
Howard, Alexis	
Kenneally, Sarah	
Staff	
Hernandez, Marlen	
Ladner, Robert	

I. Call to Order/Introductions

The chair, Miguel Puente called the meeting to order at 10:05 A.M. He welcomed everyone and asked for introductions.

II. Resource Persons

Matilde Zayas indicated Behavioral Science Research (BSR) staff as resource individuals.

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: Deborah Holmes

Seconded: Mila Dedans

Motion: Passed

V. Review and Approve Minutes of April 8, 2016

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

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

Moved: Eddie Orozco

Seconded: Deborah Holmes

Motion: Passed

VI. Membership

Marlen Hernandez

New Applicant

Dr. Gladys Ibanez, an associate research professor from Florida International University, is applying to replace Leah Varga who is a former member of the committee. Dr. Ibanez has a work-related meeting today but she hopes to arrive later in the meeting.

Dr. Ibanez did not attend the meeting.

Membership Compliance

All committee members have been compliant with attendance requirements. There are no non-compliance matters to report.

Partnership and Committees Vacancy Report

Committee members have a copy of the Partnership and Committees Vacancy Report for May (copy on file) that outlines the vacancies remaining on all standing committees, the Medical Care Subcommittee, and the Partnership. There are now eight vacancies on the Partnership compared to last month's nine vacancies.

There are now six vacancies on the committee.

Part A Agencies Represented on Committee	Part A Agencies NOT rep. on Committee
AIDS Healthcare Foundation	Borinquen Healthcare Center
Community Health of South Florida	Empower U
Care Resource	Jessie Trice Community Health Center
Citrus Health Network	Miami Beach Community Health Center
South Florida AIDS Network	The Village South
Better Way of Miami	
University of Miami CAP	

Please help promote the Strategic Planning Committee and Partnership at your agencies. You can send suggested names to staff for follow up.

VII. 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 May 2, 2016 (copy on file). This expenditure report includes year-to-date paid reimbursements for FY 2015 Part A service months up to February 2016, as of May 2, 2016. Pending Part A reimbursement requests that have been received and are in process total \$370,841.61. This report reflects all final reimbursement requests. Final expenditure totals are pending final closeout. All earmarks are within limits.

Ryan White Grant Award	Allocation	Total Expenditures as of Date	% of Total Expenditures for Direct Services
Part A	\$24,594,012	\$21,300,838.43	86.10%
MAI	\$2,931,487	\$2,612,019.30	92.18%

All provider contracts must be completed by May 16, 2016. About fifty-percent are pending providers' signature.

The Office of Management and Budget-Grants Coordination (OMB-GC) is working closely with the Florida Department of Health in Miami-Dade County on the Miami-Dade County Integrated Prevention and Care Plan for HIV/AIDS. Miami-Dade County will review the State's draft integrated plan to comment. Miami-Dade County's local integrated plan will be due to the State on May 16, 2016.

Service Delivery Guidelines are now available and have been distributed to providers and Partnership members.

As of April 25, 2016, Miami Beach Community Health Center has enrolled 662 clients into a health insurance marketplace plan. Expenditures average \$3 million for premium costs not including the premium costs for ADAP clients.

Miami-Dade County has released a Request for Proposal (RFP) for community based organizations. The deadline to respond to the RFP has passed.

OMB-GC is now hiring a replacement for OMB-GC's former Compliance Officer, Roy Ferreira.

OMB-GC is expecting to receive the Health Resources and Services Administration (HRSA)'s Ryan White Part A/MAI Program grant application for FY 2017-2018 by mid-August of this year. The deadline to submit the grant application is in mid-October of this year.

The Ryan White Care and Treatment Conference, formerly known as the All Grantees Meeting, will be held in Washington, D.C. from August 23rd – August 26th, 2016. OMB-GC is sending two representatives from the Grantee's office, one quality management staff person (Francisco Sastre), and the Partnership chair (Eddie Orozco).

- **Partnership Report** *Miguel Puente*

Mr. Puente reviewed the May 9, 2016 Partnership Report (copy on file).

The committee had no questions, comments, or concerns.

- **South Dade Workgroup Update** *Robert Ladner*

Robert Ladner highlighted updates regarding the South Miami-Dade HIV/AIDS Care and Treatment Needs Workgroup.

Mr. Ladner reported that he contacted Kametra Driver from We Care of South Dade to determine what she would like the workgroup to assist her with to address the perceived needs identified in the South Miami-Dade Workgroup survey. Ms. Driver responded that We Care of South Dade will not continue as the lead agency of the workgroup. Ms. Driver informed BSR that We Care of South Dade does not need assistance from the workgroup with addressing the survey findings regarding south Miami-Dade.

After much discussion, the workgroup recommended that considering 1) Ms. Driver decided not to move forward as the lead agency and does not need the workgroup's assistance to address the perceived needs identified in the South Dade Workgroup's survey; and 2) the workgroup determined that there is no need for a workgroup designated in south Miami-Dade to assess the quality of HIV services offered in south Miami-Dade; the workgroup agreed to recommend that the Strategic Planning Committee ask the Partnership to dissolve the workgroup.

The committee agreed with the workgroup's decision.

Motion to recommend that the Partnership dissolve the South Miami-Dade HIV/AIDS Care and Treatment Needs Workgroup.

Moved: Rick Siclari

Seconded: Matilde Zayas

Motion: Passed

Members briefly discussed potential consequences of dissolving the workgroup. Mr. Ladner responded that the Florida Department of Health in Miami-Dade County (FDOH-MDC) will attend We Care of South Dade's monthly meetings to assist with HIV prevention efforts.

▪ **2016 Grantee Assessment of Administrative Mechanism**

Robert Ladner

Mr. Ladner informed the committee that during the last meeting members approved the Assessment of Administrative Mechanism surveys for Partnership members and Part A/MAI providers, but held off from voting on the Grantee survey. There was a discussion on the intent and value in administering a survey to the Grantee.

Mr. Ladner stated that the purpose of the Grantee survey was to allow the Grantee to respond to the feedback and results of the Part A/MAI provider and Partnership member surveys. The Grantee survey in its current form does not effectively allow the Grantee to do this. Mr. Ladner suggested that rather surveying the Grantee for its feedback, have BSR staff present the Part A/MAI provider and Partnership member survey results to the Grantee prior to the committee meeting that the Assessment of Administrative Mechanism Report will be discussed. This will allow the Grantee ample time to prepare comments regarding the report for submission to the committee.

While the Grantee will not be able to provide specific financial information regarding agencies, expenditure reports are shared at meetings on a monthly basis.

Members agreed to rid the Grantee Assessment of Administrative Mechanism and instead ask the Grantee to provide its response to the findings of the Assessment of Administrative Mechanism Report during the meeting that the report is discussed.

Motion to rid the Grantee survey of the Assessment of Administrative Mechanism and request that the Grantee provide its response on the findings of the Assessment of Administrative Mechanism Report during the meeting that the report is discussed.

Moved: Eddie Orozco

Seconded: Barbara Messick

Motion: Passed

VIII. New Business

- **Attend Upcoming Needs Assessment (June 10th committee meeting cancelled)** *Miguel Puente*

Mr. Puente informed the committee that the next Strategic Planning Committee meeting is cancelled because Part II of the Needs Assessment will be held the same day. Mr. Puente encouraged committee members to attend the Needs Assessment meeting.

Mr. Puente reviewed the Needs Assessment flyer (copy on file) in the packet.

IX. Announcements

Deborah Holmes, M.D., announced that Columbia University will be hosting a conference in New York that focuses on Hepatitis C treatment.

Ms. Hernandez highlighted changes to the May and June Partnership calendars (copies on file).

X. Next Meeting

The next meeting is Friday, July 8, 2016, at United Way Ansin Building in Conference Room A.

XI. Adjournment

The meeting was adjourned at 10:49 A.M.