



Strategic Planning Committee Meeting
United Way Ansin Building, Conference Room A,
3250 SW 3rd Avenue, Miami, FL 33129
July 8, 2016

Approved on August 12, 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 = 7 | | | |

| Guests | |
|------------------|--|
| Ibanez, Gladys | |
| Kenneally, Sarah | |
| O'Donnell, Brian | |
| Singh, Hardeep | |
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| Staff | |
| Ladner, Robert | |
| Ross, Elizabeth | |
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I. Call to Order/Introductions

The chair, Miguel Puente called the meeting to order at 10:03 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: Eddie Orozco

Seconded: Carla Valle-Schwenk

Motion: Passed

V. Review and Approve Minutes of May 13, 2016

Members reviewed the May 13, 2016 minutes. There were no changes.

Motion to approve the minutes of May 13, 2016 as presented.

Moved: Eddie Orozco

Seconded: Carla Valle-Schwenk

Motion: Passed

VI. Membership

Elizabeth Ross

Membership Compliance

There were two members who are non-compliant with attendance requirements. They were Maritza Carvajal and Kira Villamizar. Both members were present; therefore, the committee did not need to take action.

New Applicants

There were two new applicants applying to join the committee. They were Dr. Gladys Ibanez, an associate research professor from Florida International University, and Brian O'Donnell. Mr. O'Donnell is a representative of the affected community and he has also submitted an application to join the Partnership.

Both applicants introduced themselves to the committee.

Motion to accept Gladys Ibanez and Brian O'Donnell as members of the committee.

Moved: Travis Neff

Seconded: Barbara Messick

Motion: Passed

Ms. Ross reported that there are now four vacancies remaining on the committee.

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**

Carla Valle-Schwenk

Carla Valle-Schwenk reviewed the Ryan White Part A/MAI Expenditure Report for Fiscal Year (FY) 2016 printed on July 6, 2016 (copy on file). This expenditure report includes year-to-date paid reimbursements for FY 2016 Part A service months up to May 2016, as of July 6, 2016. Pending Part A reimbursement requests that have been received and are in process total \$1,270,723.64. This report reflects reimbursement requests that were due by June 20, 2016. June 2016 invoices are due by July 20, 2016.

| Ryan White Grant Award | Allocation | Total Expenditures as of Date | % of Total Expenditures as of date |
|-------------------------------|-------------------|--------------------------------------|---|
| Part A | \$24,018,706 | \$3,958,533.08 | 16.48% |
| MAI | \$2,605,201 | \$338,557.65 | 13.00% |

Allocations for services will change since the Partnership recently approved the first re-allocation of the Fiscal Year.

The Office of Management and Budget-Grants Coordination (OMB-GC) has hired two new staff persons: Nicolette Solan-Pegler and Elena Quevedo. Ms. Solan-Pegler is the new Compliance Officer and Ms. Quevedo will be working on special projects for the Ryan White Program.

The Annual Progress Report to the Health Resources and Services Administration (HRSA) is due on Monday, July 11th. The Program Term Report is due on August 19th.

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. The committee will review a draft of care and treatment-specific activities of the Integrated Plan later during today's meeting.

OMB-GC will be changing the reimbursement structure so that providers can draw down more money for provision of services.

OMB-GC staff is working to draft corrective action plans for agencies that have had site visits.

There is one provider agency contract pending execution.

Ms. Valle-Schwenk reviewed the letter (copy on file) to Outreach Service Providers informing them about the jail linkage initiative. There was some brief discussion on the logistics for billing prospective clients who are referred from the jail linkage initiative. Ms. Valle-Schwenk suggested that since providers cannot bill for referrals to maintain a file of referred clients until they have been released from jail and can attend an appointment. The referral from the FDOH-MDC is just a notification that the inmate will be released.

Barbara Messick asked if Christina Morrow is the contact person to ask questions about pregnant women who are presently or are formerly incarcerated. Kira Villamizar suggested that Ms. Messick contact Queen Holden at FDOH-MDC.

▪ **Partnership Report** *Miguel Puente*

Mr. Puente reviewed the June 13, 2016 Partnership Report (copy on file). Ms. Valle-Schwenk stated that the Partnership will vote this month to accept new anti-retroviral medications to the Ryan White Prescription Drug Formulary.

Ms. Ross added that the Miami-Dade County Mayor has appointed two new Partnership members: Brady Bennett and Tamar Conyers.

VIII. New Business

▪ **Oversight of the Retention in Care Workgroup** *Robert Ladner*

Robert Ladner, Ph. D, reported that the Partnership has agreed to the Care and Treatment Committee's recommendation to switch the purview of the Retention in Care Workgroup from the Care and Treatment Committee to the Strategic Planning Committee. Henceforth, the Strategic Planning Committee will receive reports on the Retention in Care Workgroup and will make recommendations on its behalf to the Partnership.

Ms. Ross added that Strategic Planning Committee members who are not members of the workgroup are highly encouraged to join the workgroup. Retention in Care Workgroup meetings are held every third Tuesday from 10:00 A.M. to 12:00 P.M. at Behavioral Science Research. The next meeting is July 19th.

▪ **Miami-Dade County Integrated Prevention and Care Plan for HIV/AIDS**

Robert Ladner

Dr. Ladner reviewed care and treatment-specific activities of the draft Integrated Prevention and Care Plan for HIV/AIDS (copy on file).

Dr. Ladner emphasized that although the Strategic Planning Committee and Prevention Committee are recommending the Integrated Plan to the Partnership for adoption and submission to HRSA and the Centers for Disease Control and Prevention, the Integrated Plan is not final.

The Strategic Planning Committee and Prevention Committee will meet jointly to review and monitor the Integrated Plan on a quarterly basis, beginning in November of 2016.

Ms. Valle-Schwenk also added that the Ryan White Part A Program conducted input sessions on the Integrated Plan to elicit feedback from the community.

There were two scrivener errors on pages 16 and 17.

Motion to recommend that the Partnership adopt and submit to HRSA the presented care and treatment-specific activities of the Miami-Dade County Integrated Prevention and Care Plan for HIV/AIDS with the correction to the two scrivener errors on pages 16 and 17.

Moved: Travis Neff

Seconded: Matilde Zayas

Motion: Passed

IX. Announcements

Ms. Ross highlighted changes to the July and August Partnership calendars (copies on file).

X. Next Meeting

The next meeting is Friday, August 12, 2016, at United Way Ansin Building in Conference Room A.

XI. Adjournment

The meeting was adjourned at 12:03 P.M.