



**V. Review/Approve Minutes of February 24, 2017**

Members reviewed the minutes and accepted the minutes as presented.

**Motion to accept the minutes of February 24, 2016 as presented.**

**Moved: Dr. Lawrence Friedman**

**Seconded: Lauren Locks**

**Motion: Passed**

**VI. Membership**

Mrs. Meizoso reviewed the vacancy report (copy on file). She indicated there are several subcommittee vacancies at this time, for several PLWHAs, a physician and a substance abuse provider. If anyone knows of qualified candidates they can contact staff.

**VII. Reports**

- Ryan White Program Update

*Carla Valle-Schwenk/Ana Nieto*

Ana Nieto referenced the expenditures as of April 5, 2017 (copy on file). Final expenditures for the fiscal year appear to be on track with very little carryover expected. MAI funds appear to be fully utilized. Ms. Valle-Schwenk indicated that the County is still working on a partial award for FY 2017-2018. The Part A program is working with the Department of Health (DOH) on a meningitis epidemic issue. DOH through its Florida Shots vaccination program can provide the vaccine to physicians and Part A physicians can have the administration covered for their clients. There are currently five facilities which have this program accessibly: Care Resource, University of Miami, Miami Beach, Jessie Trice, and CHI. The Primary Medical Standards which were approved in March will be sent out today. The County has been working with the ADAP program in regards to its pending expansion of the formulary. The County reviewed the proposed additions and commented on the issue of capacity and feasibility for long term maintenance. Mrs. Meizoso will forward the summary sheet regarding the Part A program analysis. In May, the PPG meeting will take place and the planned expansion of the ADAP formulary will be discussed.

- Expenditure Reports

- ADAP Update

*Marlen Meizoso for Dr. Javier Romero*

Mrs. Meizoso reviewed the report from April 14 (copy on file). Some data elements appear to be missing or not updated. Mrs. Meizoso will ask Dr. Romero about the discrepancies on the report.

- General Revenue

*Wanda Cortes*

Wanda Cortes reviewed the General Revenue report for February and March (copy on file). In February, 281 clients were served at a total expense of \$55,961.55. Data seems to be missing from the March report. Mrs. Meizoso will check on the report.

**VIII. Standing Business**

None.

**IX. New Business**

- Replacement for ADAP workgroup

*All*

Mrs. Meizoso indicated that she had been in contact with the ADAP regarding the workgroup status for the Miami-Dade representative. Dr. Castro had previously sat on the ADAP workgroup. Dr. Beal indicated

he would look into the matter and contact the Part A program with details.

- Replacement for Progain

All

Mrs. Meizoso indicated that Miami Beach had announced that the Progain distributor was going to be phasing out the product. Karen Geronymo, Miami Beach Community Health nutritionist, contacted Metagenics and made some recommendations on alternative products via email correspondence (copy on file). Silvana Vasquez also contacted the current nutritional supply companies and provided information on her suggestions from Xymogen. Both the Metagenics and Xymogen products suggested were presented side by side for comparative purposes. Ms. Vasquez indicated that she received last minute information on Pro Optimyzer, a product which more closely mirrors Progain's calorie profile. She wanted to confirm that the product will be available long term and not phased out like Progain. The subcommittee agreed to revisit the topic since a decision did not need to be made immediately. An estimated 3-6 months worth of product is currently in stock by Miami-Beach.

- Development of Policy and Procedure for Additions to Program

All

Mrs. Meizoso indicated that for other than pharmaceutically-related presentations, there are no formal policies and procedures in place for reviewing and approving voluntary presentations to the subcommittee for service delivery modifications. The subcommittee decided the current informal system is sufficient and a greater level of vetting for voluntary presentations would not be necessary. Presenters may apply to BSR or the County, and the presentation would be added to the subcommittee meeting agenda based on availability and time. Since there is no mention of this process on the websites for either the County or the Partnership, a few lines can be added to clarify. The suggested language to add to the websites was:

*For service delivery suggestions, please contact the County or BSR Partnership staff for further instructions. Suggestions are limited to being related to HIV, comorbidities of HIV, or complications related to HIV. Request should be related to the aforementioned limits, in the best interest of the clients, and should not be self serving to oneself or an agency.*

- Quorum for May 26 meeting

Marlen Meizoso

Mrs. Meizoso indicated since the next meeting was at the start of the Memorial Day weekend that she wanted an informal tally of individuals who were going to attend the next meeting since quorum was needed. Most of the attendees indicated they would be attending the next meeting.

## **X. Announcements**

Mrs. Meizoso reviewed the remaining items in the packets including the new clients in care, 2017 needs assessment flyer, and changes to the May and June calendars (copies on file).

## **XI. Next Meeting**

The next meeting is May 26, 2017 at the United Way.

## **XII. Adjournment**

Dr. Santiago adjourned the meeting at 9:57 a.m.