



**Strategic Planning Committee’s Retention in Care Workgroup
Behavioral Science Research
2121 Ponce de Leon Blvd., Suite 230
August 16, 2016**

Approved on October 18, 2016

#	Committee Members	Present	Absent
1	Gallardo, Enrique		X
2	Hill, Lileaus	X	
3	Hunter, Tabitha	X	
4	Jardon, Thomas		X
5	Kenneally, Sarah	X	
6	Orozco, Eddie		X
7	Puente, Miguel	X	
8	Powell, James	X	
	Ex-officio		
1	Valle-Schwenk, Carla		X
Quorum = 4			

Guests	
Thomas, Paul	
Staff	
Brock-Getz, Petra	Llarena, Karla
Jones-Gonzalez, Peggy	Martinez, Susy
Ladner, Robert	Ross, Elizabeth
Levy, Mirelle	Sastre, Francisco

I. Call to Order/Introductions

In the absence of the chair, Miguel Puente called the meeting to order at 10:06 A.M. He welcomed everyone and asked for introductions.

II. Resource Persons

Mr. Puente indicated Behavioral Science Research (BSR) staff as resource individuals. Elizabeth Ross reminded members that the workgroup meetings are recorded and the recordings are available to the public.

III. Review/Approve Agenda

The workgroup reviewed the agenda. There were no changes.

Motion to accept the agenda as presented.

Moved: James Powell

Seconded: Sarah Kenneally

Motion: Passed

IV. Review/Approve Minutes of July 19, 2016

The committee reviewed the minutes of July 19, 2016. Robert Ladner noted that on page 3 the minutes should reflect that Mr. Puente adjourned the meeting not Mr. Jardon.

Motion to accept the minutes of July 19, 2016 with the above change.

Moved: James Powell

Seconded: Lileaus Hill

Motion: Passed

V. Floor Open to the Public

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

Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any items on our agenda today. 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.

There were no comments from the public. Mr. Puente closed the floor for public comment.

VI. Membership

Elizabeth Ross

Non-compliance member

Ms. Ross reported that Thomas Jardon has missed three consecutive workgroup meetings; therefore, he is non-compliant with membership requirements. Mr. Jardon has been recommended for removal from the Partnership and was removed from the Strategic Planning Committee due to excessive absences. Ms. Ross reminded the workgroup that because the Partnership appoints members to the workgroup, the workgroup must send its recommendation to the Partnership.

Motion to recommend that the Partnership remove Thomas Jardon from the Retention in Care Workgroup as a member.

Moved: Sarah Kenneally

Seconded: Tabitha Hunter

Motion: Passed

Opposed: Lileaus Hill and James Powell

There are now two vacancies on the workgroup. Karen Hilton has stated that she is interested in joining the Retention in Care Workgroup. Ms. Hilton will fill the provider seat that was formerly filled by Tom Pietrogallo.

New applicant

Ms. Ross informed the workgroup that Ms. Hilton would like to join the workgroup and she has confirmed that she will attend today's meeting. Ms. Hilton was not present; therefore, the workgroup decided not to accept her as a member.

Election of new workgroup chair

Ms. Ross stated that now that Mr. Jardon has been recommended for removal from the workgroup, the workgroup must elect a new chair.

Miguel Puente and Sarah Kenneally nominated themselves as chair of the workgroup.

Workgroup members completed a ballot. Ms. Kenneally was elected as the new chair.

Mr. Puente passed the gavel to Ms. Kenneally so that she can chair the remainder of the meeting.

VII. Standing Business

- *HIV Treatment Cascade: Analysis of RWP Clients Excluding OON/Outreach*

Francisco Sastre, Ph. D, reminded the workgroup that during the last meeting he presented the HIV Treatment Cascade for Miami-Dade County and the Ryan White Part A/MAI Program.

Dr. Sastre reviewed a comparison of the HIV Treatment Cascade by all Ryan White Program clients and Ryan White Program clients who are accessed outreach services only or were not out-of-network referrals (copy on file).

Dr. Sastre also reviewed the analysis of the demographics of clients retained in care. The workgroup discussed what the data indicates and what the Florida Department of Health in Miami-Dade County (FDOH-MDC) and the Ryan White Part A Program can do to remedy missing data.

- *Analysis of Outreach Only Clients*

Petra Brock-Getz reviewed the *Analysis of FY 25 Outreach Only Clients* (copy on file).

Ms. Kenneally asked if Ms. Brock-Getz can determine the source of clients' referral so that if the FDOH-MDC is contributing to cases not being closed, FDOH-MDC can address the issue.

Lileaus Hill suggested that the Ryan White Part A Program incorporate peer educators as one of the first people contacted when a client is linked to care so that peer educators can follow up with and assist newly linked clients to ensure that clients do not drop out of care.

VIII. New Business

- *Updates on RIC-related research projects*

Francisco Sastre, Ph. D

Texting intervention

Dr. Sastre reported that BSR will conduct a texting intervention where two-thirds of 99 Ryan White Program clients will receive text messages and one-third of the clients will not. The texting intervention will research how text messages can help clients adhere to treatment and remain in HIV care.

Women's research study

Ms. Brock-Getz reported that BSR is in the process of conducting research to assess the unique challenges faced by HIV+ women to remain in care. The research study will also determine reasons for HIV contraction among women.

Housing needs focus groups

Karla Llarena reported that BSR has begun to implement a series of focus groups that are focused on assessing housing needs of HIV+ persons living in Miami-Dade County. Two focus groups have already been conducted in English and one will be conducted in Spanish. Additionally, in-depth interviews will be done shortly after the conclusion of the focus groups.

IX. Announcements

Ms. Ross reviewed the August and September Partnership calendars (copies on file).

X. Next Meeting

The next meeting is Tuesday, September 20, 2016 at Behavioral Science Research.

XI. Adjournment

Motion to adjourn.

Moved: Miguel Puente

Seconded: James Powell

Motion: Passed

The meeting was adjourned at 11:47 A.M.