



### **III. Review/Approve Agenda**

Dr. Zayas asked the Committee to review the agenda. There were no changes.

**Motion to approve the agenda as presented.**

**Moved: Miguel Puente**

**Seconded: James Powell**

**Motion: Passed**

### **IV. Floor Open to the Public**

Dr. Zayas 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 item 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.”*

The floor was opened to the public.

Committee members Stephen Engram and Miguel Puente noted the Joint Integrated Plan Review Team (JIPRT) meeting was informative and provided helpful information for clients.

There were no additional comments. The floor was then closed.

### **V. Review and Approve Minutes of October 13, 2017**

Members reviewed the October 13, 2017 minutes. Mr. Puente asked that staff verify that Brian O’Donnell (member) made the motion to extend the meeting by five minutes, as indicated on page 5. There were no changes.

**Motion to approve the minutes of October 13, 2017 as presented.**

**Moved: Carla Valle-Schwenk**

**Seconded: James Powell**

**Motion: Passed**

*Note: Staff checked the written notes of the October 13, 2017 meeting and verified Mr. O’Donnell as the maker of the motion to extend that meeting by five minutes.*

### **VI. Membership**

*Christina Bontempo*

Christina Bontempo (staff) reviewed the Vacancy Report in the meeting materials (copy on file). Lileaus Hill (member) has resigned from the committee, and the application for Takisha Nelson is pending. The committee can vote on Ms. Nelson’s application at the next meeting where she is present. Carla Valle-Schwenk (OMB) suggested sending a letter to Ms. Hill for her service, with thanks from the Committee.

Regarding the Federally Recognized Indian Tribe Representative vacancy, there is no progress on filling this seat. Dr. Robert Ladner (staff) advised that the committee staff has compiled a list of clients who are willing to be contacted by the Partnership regarding membership. There are only three Native American clients served by Part A, and none of those have given permission to be contacted. Ms. Valle-Schwenk noted that all clients who have given permission to be contacted should be contacted soon so as to capitalize on their interest.

Staff noted that membership and recruitment are the responsibility of the Community Coalition Committee, and all are welcome to attend those meetings and assist with recruitment efforts.

## **VII. Standing Business**

### **▪ Ryan White Part A/MAI Program Update**

*Carla Valle-Schwenk*

The Ryan White Part A/MAI Expenditure Report for FY 2017 as of December 6, 2017 (copy on file) was noted in the meeting materials. Ms. Valle-Schwenk noted there are 9,168 unduplicated clients who have received Ryan White Program Part A/MAI (RWP) services this Fiscal Year (March 1, 2017-February 28, 2017). The report includes all reimbursements through November 20, 2017; there are always pending reimbursements.

Ms. Valle-Schwenk noted that the HRSA Ryan White Program Grant application was submitted.

The Florida Department of Health (FDOH) representatives are available at local airports to assist People Living With HIV/AIDS (PLWHA) from Puerto Rico who are displaced due to Hurricane Maria. To date, only two PLWHA have accessed RWP services. The enrollment process for PLWHA from Puerto Rico has been streamlined; proof of HIV status and residency are not required. For those new who continue to receive services for more than six months, they will need to adhere to the standard enrollment requirements at their six-month assessment. It was not known if PLWHA from Puerto Rico are accessing AIDS Drug Assistance Program (ADAP) services.

The FDOH Test and Treat pilot program at the FDOH STD clinic in coordination with South Florida AIDS Network has shown greater than 90% retention rate for clients using the program. The pilot program has been expanded to include Borinquen Health Care Center. Next week, OMB, will meet with other contracted medical subrecipients regarding the further expansion of the Test and Treat program. The goal is to offer Test and Treat through all medical subrecipients.

Regarding Affordable Care Act (ACA) enrollment, only 356 clients are currently enrolled. Medical case managers are urged to complete enrollments quickly since the cut-off date for enrollment is December 15.

OMB-GC is expecting State of Florida rebate dollars of up to \$6.2M which must be spent this FY and are expected to offset the cost of health insurance premiums. For health insurance services in the next FY, the designated limits for monthly premiums and annual expenses remain unchanged: \$1,000/month for the premiums; \$4,500/year for deductibles; and \$6,500/year for out of pocket expenses.

Members were advised that the Care and Treatment Committee completed the final Sweeps of RWP Part A funds for the FY and their recommendations will be brought to the Full Partnership on December 18, 2017.

### **▪ Retention in Care**

*Robert Ladner, Ph.D*

Dr. Ladner noted that Retention in Care is a Standing Business item for the Strategic Planning Committee. The most recent updates were presented to the JIPRT on November 13, 2017. Data for calendar year 2017 will be available for reporting in February 2018.

## **VIII. New Business**

### **▪ Joint Integrated Plan Review Team (JIPRT) Meeting Summary & Evaluation**

*All*

Members were asked to complete the Integrated Plan Review Team Meeting Evaluation. Results will be combined with Prevention Committee results and reported in January 2018.

▪ **Integrated Plan Activities Update**

Robert Ladner, Ph.D

The Committee received updated copies of the Linkage to Care, Retention in Care, Disparities in Retention in Care, Viral Load Suppression, and Disparities and Treatment Outcomes sections of the Integrated Plan (copy on file). Updates have been highlighted in **red/bold**.

*RI.1 Identify PLWHA who are at greatest risk for dropping out of care.* A progressive scale for acuity for PLWHA who are at greatest risk for dropping out of care will be provided for the Committee's review in January 2018.

*RI.2 Enhance the RWP Client-Centered Care quality improvement system that focuses on reduction of barriers to continued care, identification of best practices, and implementation of system-wide service quality improvement.* A review of best practices is underway and will be reported to the JIPRT in February 2018.

*RI.3 Enhance the RWP Client-Centered Care quality management protocols for (1) reducing lagtime to first or repeat appointments; (2) reducing wait time in lobby for appointments; and (3) reducing hold time reaching live help by telephone, for Ryan White Program O/AHS, OHC and MCM providers.* Subrecipients self-reported on wait-times and lag times; those data were reported to the JIPRT on November 13, 2017.

*DR1.1-1.3 Identify risk factors associated with retention in care for the specialty groups, and address them with specific interventions.* A review of best practices of top-ranked providers will be completed in December and reported in February, 2018. Committee members questioned how best practices are defined. For instance, are best practices research-based or are they just descriptions of what subrecipients are doing? There should be some qualifications for calling a process a best practice. The first step is discovering which subrecipients are performing well; determining how or why their system is working; and determining if they are following a defined best practice model.

Committee members noted that receiving updates during the meeting was helpful. Robert Troy (member) noted that he can provide access to the Miami-Dade College Little Havana campus to help disseminate information and further the testing/prevention goals of the Integrated Plan. In general, members wanted to know how they can contribute their expertise to completion or analysis of the goals and objectives. Analysis and reporting will continue to be completed by BSR. However, at future meetings, including the JIPRT, following presentation of data and updates, members will be encouraged to provide feedback and input, and ask questions to further inform the completion of goals.

Staff noted that each member will be given a binder with the complete Integrated Plan for reference throughout the 2018 calendar year.

▪ **2018 Calendar Topics**

Robert Ladner, Ph.D

Staff noted the *Committee Agenda Topics* calendar (copy on file). Staff was asked to send calendar invites for the scheduled meetings. The calendar will be updated to reflect Committee input time on each agenda. It was noted that the quarterly JIPRT meetings count towards meeting attendance for the fiscal year (October 1 – September 30).

The calendar includes Annual Needs Assessment meeting dates in February 2018. Members should consider attending these meetings, particularly because the Care and Treatment Committee will be voting on fundable Ryan White Program Part A/MAI (RWP) core and support services for the County's upcoming Request for Proposals for RWP subrecipients.

## **IX. Announcements**

### ▪ **Annual Chair and Vice-Chair Elections**

*Christina Bontempo*

Per the Partnership Bylaws, elections for officers will be held in January. Members were given a memo (copy on file) detailing the qualifications for officers. The sitting Chair and Vice-Chair will be added to the ballot. Any other member interested in serving as an officer should contact staff to have his/her name added to the ballot.

### ▪ **Other Announcements**

Emily Danca (guest) of Florida International University (FIU) announced the FIU Research Health Study. Members received the English and Spanish flyers for the study as well as the abstract (copies on file). Study participants will receive a financial incentive for participation. Eligible participants are PLWHA with Hepatitis C co-infection. Participants must provide their own transportation to the study site: 3550 Biscayne Boulevard, Miami, FL 33137.

## **X. Next Meeting**

The next meeting is the January 12, 2018 at the United Way Ansin Building.

## **XI. Adjournment**

**Motion to adjourn this meeting.**

**Moved: Miguel Puente**

**Seconded: James Powell**

**Motion: Passed**

The meeting was adjourned at 11:56 AM.