



#### **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.”*

There were no comments. The floor was then closed.

#### **V. Review and Approve Minutes of April 13, 2018**

Members reviewed the April 13, 2018 minutes. There were no changes.

**Motion to approve the minutes of April 13, 2018 as presented.**

**Moved: Eddie Orozco**

**Seconded: Giselle Gallo**

**Motion: Passed**

#### **VI. Membership**

*Christina Bontempo*

Members reviewed the *June 2018 Vacancy Report* in the meeting materials (copy on file). Ms. Bontempo noted that three Strategic Planning Committee vacancies are reserved for People Living with HIV/AIDS (PLWHA)/Representatives of the Affected Community, which is in line with the Partnership Bylaws. On each committee at least one-third of members must be PLWHA/Representatives of the Affected Community.

Staff received applications for membership from Diana M. Sheehan, PhD, MPH, Assistant Professor at Florida International University; and Roselaine Monestime-Christie, Patient Care Coordinator at Jessie Trice Community Health Center, Inc. Both applicants were present and introduced themselves to the committee.

**Motion to accept Diana M. Sheehan as a member of the Strategic Planning Committee.**

**Moved: Carla Valle-Schwenk**

**Seconded: Barbara Messick**

**Motion: Passed**

**Motion to accept Roselaine Monestime-Christie as a member of the Strategic Planning Committee.**

**Moved: Miguel Puente**

**Seconded: Karen Hilton**

**Motion: Passed**

Both new members were welcomed by the committee.

#### **VII. Standing Business**

- **Partnership Report**  
*Zayas*

*Matilde*

Dr. Zayas noted the *Partnership Report to Committees and Subcommittees – April 16, 2018 Meeting* (copy on file) was included in the meeting materials. Carla Valle-Schwenk noted the changes to the Ryan White Oral Health Care and Ryan White Part A Prescription Drug formularies; updated formularies are now available on the Miami-Dade County Office of Management and Budget (OMB) website. Ms. Valle-Schwenk advised that appointments are still pending from the Mayor’s office for three applicants for Partnership membership.

- **Ryan White Part A/MAI Program Update**

Carla Valle-Schwenk

Ms. Valle-Schwenk noted the *Ryan White Part A/MAI Expenditure Report for FY 2017* as of May 25, 2018 (copy on file) in the meeting materials. The final expenditures for Fiscal Year (FY) 2017 (March 1, 2017 - February 28, 2018) total 98.77% of available funds. Carryover funds for the next fiscal year are less than \$300,000, which is the lowest carryover amount in the history of the Ryan White Program in Miami-Dade County. The expenditures are in addition to the Ryan White Program receiving an award from the Florida Department of Health (FDOH) to assist with ACA Health Insurance premiums, of which \$4.5 million of \$6.2 million was expended within in two months. OMB will bring the carryover request to the Care and Treatment Committee for approval.

Ms. Valle-Schwenk gave an update on the process for RWP clients transitioning from Medicaid Project AIDS Care Waiver (PAC Waiver). PAC Waiver was discontinued at the end of the 2017 calendar year, although the process is still underway for clients to transition to Medicaid Managed Medical Assistance (MMA) and Long Term Care (LTC) programs. OMB continues to work with MMA and LTC programs to improve the process for transitioning clients. Referral and self-referral forms are now available on the OMB website. All required supporting documents are detailed in the online forms. Translations in Spanish and Creole are pending.

OMB submitted the required Health Resources and Services Administration (HRSA) Annual Progress Report on May 29, within the required time period.

The Ryan White Program received HRSA's final notice of grant award for FY 2018-19, approximately \$26.6 million, about \$60,000 less than the 2017-18 award.. The Miami-Dade EMA's grant application score was 99% with no weaknesses noted. Application guidance for the next RWP grant was received and applications are due in September.

In August, OMB expects to release the Requests for Proposals for direct services, with recommendations due by December.

The expansion of the Test & Treat/Rapid Access (TT/RA) is on hold. FDOH is completing contracts with subrecipients to provide medications on site.

## **VIII. New Business**

- **Joint Integrated Plan Review Team (JIP) Meeting Evaluation**

Members reviewed *Integrated Plan Review Team Meeting Evaluation Results* for May 14, 2018 (copy on file). It was noted that a more inclusive format with less presentations and more committee input may be better in the future.

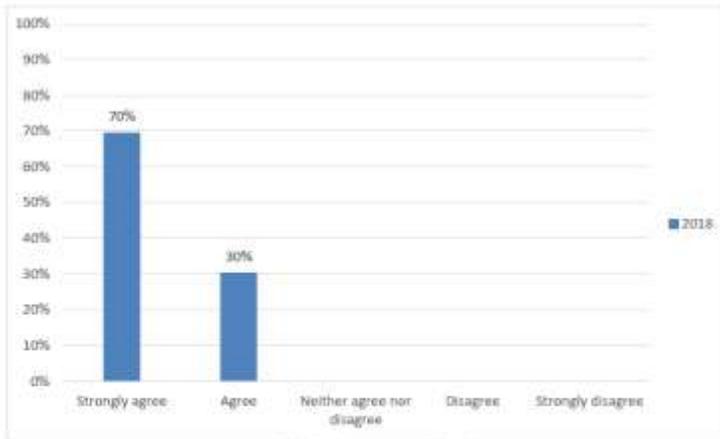
- **2018 Assessment of the Administrative Mechanism Surveys – Draft Report**

Members reviewed the draft *2018 Assessment of the Administrative Mechanism* report (copy on file).

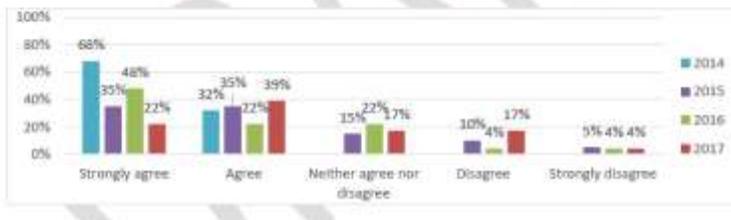
Staff noted that the report includes responses of 23 of 30 Partnership members and 12 of 15 RWP subrecipients. Those who owe a survey have been contacted by email and phone, as well as announcements being made at committee meetings. Staff will continue to collect surveys for inclusion in the final report.

It was noted that where survey statements were revised, the report includes both the responses to the original statement and to the revised statement. In some cases, the revision of the statements demonstrated a major shift in responses, e.g., Partnership Survey, Statement #2:

- 2) OMB advised the Partnership of the Part A/MAI notice of grant award in a timely manner. (Statement revised in 2018 from, "OMB received its notice of grant award in a timely manner.")



Previous Statement: OMB received its notice of grant award in a timely manner.



Members reviewed the survey findings and compiled a list of statements for OMB to address. Some comments were addressed during today’s meeting; staff will follow up on the remaining issues with OMB, and the final comments will be added to the report and shared at the next meeting.

Partnership Survey statements and comments requiring a response are noted below:

- 3) OMB keeps the Partnership well informed of HRSA policies, procedures and updates that impact the Ryan White Program.

Comment to be addressed: “This is an area that we rarely receive robust feedback on as it relates to policy updates, etc. A lot gets lost in translation when sent via email. Should continuously reinforce these changes at Partnership meetings and Ryan White Subrecipient forums.”

Extensive policy discussions are shared at each committee meeting.

- 6) OMB updates the Partnership on the process for program and fiscal monitoring of Ryan White Program subrecipients.

22% responded "Neither Agree nor Disagree." There needs to be clarity as to what monitoring is performed and by whom; for instance, OMB monitors subrecipient contracts and BSR Clinical Quality Management administers Client Satisfaction surveys. Members may want to reword the statement to clarify those roles. Subrecipient monitoring is a contractual requirement which has been hindered by OMB staff shortages.

- 10) HIV/AIDS services funded by Part A/MAI are directed toward the demographic population of greatest need, based on Needs Assessment data. (Statement revised in 2018 to better indicate that funding distribution is data-based, specifically based on Annual Needs Assessment data.)

Comment to be addressed: “Looking at surveillance data, it appears that Blacks comprise 43% of the people living with HIV in Miami Dade, but only 39% of the RW Part A population receiving services; while Hispanics comprise 45% of PLWH, but 54% of the population in RW Part A care.”

Historically, the MDC RWP Hispanic population demonstrates overutilization where the Black/African American population demonstrates underutilization of RWP services. Contractually, the funds follow the clients and client demographics are taken into account during the RFP process. Zip Code data to better determine population distribution is pending from FDOH.

*11) HIV/AIDS services funded by Part A/MAI are directed toward the geographic areas of greatest needs, based on Needs Assessment data. (Statement revised in 2018 to better indicate that funding distribution decisions are data-based, specifically based on Annual Needs Assessment data.)*

Comment to be addressed: “It appears so, but we’ve never looked at an overlay of Ryan White patients and surveillance maps to know for sure where RW patients live.”

*12) OMB’s procurement and contracting process reaches a diverse group of subrecipients. (Statement revised in 2018 to include “procurement.”)*

Disagree response and comment to be addressed: “I feel like I have no way of knowing this.” Note: Responses and comments are not necessarily made by the same respondent(s).

*13) The Partnership's Needs Assessment and planning process provides adequate opportunities for participation of the general community. (Statement added in 2015.)*

Disagree response and comments to be addressed: “To encourage community participation, evening ‘town hall’ meetings could be held.”; “Only a small number of consumers attend the needs assessment meetings. We may need to find other venues to encourage their participation. Those from our agency have said they are a bit intimidated speaking at a large gathering. Also, they may not always be able to attend the one designated day/time for them to present.”; and “More input from frontline service providers on barriers to care would be helpful.”

Subrecipient Survey statements and comments requiring a response are noted below:

*3) OMB executed our agency’s contract in a timely manner.*

Disagree response to be addressed.

*9) OMB provided our agency programmatic and/or fiscal technical assistance or training over the past 12 months, as necessary, in a timely manner, based on our requests. (Statement added in 2015 and revised in 2018 to include Not Applicable option.)*

Responses to statement to be addressed.

Disagree and Strongly Disagree responses and possible rewording of statements to be addressed for the following:

*21) OMB’s Service Delivery Information System is reliable. (Statement added in 2017.)*

*22) OMB’s Service Delivery Information System is easy to use. (Statement added in 2017.)*

*23) OMB’s Service Delivery Information System generates agency-specific data in an efficient and*

*user-friendly manner. (Statement added in 2016 and revised in 2017.)*

*24) OMB's Service Delivery Information System contractor responds promptly and adequately to inquiries, data requests, and system trouble-shooting. (Statement added in 2016.)*

## **IX. Announcements**

Staff highlighted some dates on the June/July calendars (copy on file):

- June 13 is Care & Treatment Committee's final Needs Assessment meeting;
- June 21 Housing Committee meeting is cancelled; and
- July 24 is the Subrecipient Forum which is a required meeting for RWP subrecipients.

Staff noted there were palm cards (copy on file) available at today's meeting for the Healthy Alternatives Require Transitions (HART) program which provides in-home substance abuse services. Interested persons should contact the number on the card for additional details.

Barbara Messick announced an update in response to issues youth are having with accessing medications through the AIDS Drug Assistance Program (ADAP). ADAP reached out to the University of Miami and there have been two meetings to work toward a solution, including online enrollment.

## **X. Next Meeting**

The next meeting is July 13, 2018 at the United Way Ansin Building.

## **XI. Adjournment**

Dr. Zayas adjourned the meeting at 12:00 p.m.