

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 June 8, 2018

Members reviewed the June 8, 2018 minutes. There were no changes.

Motion to approve the minutes of June 8, 2018 as presented.

Moved: Miguel Puente

Seconded: Giselle Gallo

Motion: Passed

VI. Membership

Christina Bontempo

Members reviewed the *June 2018 Vacancy Report* in the meeting materials (copy on file). One application was received but the applicant was not present. Member Eddie Orozco has termed off the committee; Takisha Nelson will release her seat to new Partnership member LaQuanna Scott-Lightfoot; member Rick Siclari has resigned so that Partnership member Sam Quintero can sit on the committee (both cannot sit on the committee since they work for the same subrecipient). At the July 16 Partnership meeting, the Chair will appoint Ms. Scott-Lightfoot and Mr. Quintero to the Strategic Planning Committee.

VII. Standing Business

- **Partnership Report**

Matilde Zayas

Dr. Zayas noted the *Partnership Report to Committees and Subcommittees – June 16, 2018 Meeting* (copy on file) was included in the meeting materials.

- **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 July 3, 2018 (copy on file) in the meeting materials. The report does not reflect about 150 invoices which are being processed; these will be included in the next month's report. Two contracts are pending due diligence reviews which are due by the end of July.

The Health Resources and Services Administration (HRSA) Project Officer has approved attendance of eight representatives from Miami-Dade County at the 2018 National Ryan White Conference in Washington, DC. Attendees include Partnership Chair and Vice Chair, BSR and OMB staff, and peer educators.

The final expenditures for Fiscal Year (FY) 2017 (March 1, 2017-February 28, 2018) total 98.77% of available funds. Therefore, 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. That is in addition to receiving the award from the Florida Department of Health (FDOH) to assist with 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. Clients have been transitioning 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 supporting documents are still needed and are detailed in the online forms. Translations in Spanish and Creole are pending.

OMB is working on the HRSA Program Terms and Program Submissions Reports due at the end of the month; and the Ryan White Program Grant application, due September 21, 2018.

In August, OMB expects to release the Requests for Proposals for direct services, database management, and Clinical Quality Management/Staff Support for the Ryan White Program (RWP) Part A/Minority AIDS Initiative (MAI) funding.

The first sweeps requests of RWP funds will go before the Partnership for approval on July 16. OMB will be able to fulfill all subrecipient requests following approval of sweeps requests.

The Test and Treat/Rapid Access (TTRA) expansion is up and running again. FDOH has executed contracts for prescription drugs to be administered on site at the seven RWP Outpatient/Ambulatory Health Services subrecipient agencies. Six of the seven subrecipients are now providing prescriptions directly and one is providing prescriptions with a workaround.

OMB is working with the Florida Department of Health in Miami-Dade County (FDOH) regarding the meningitis vaccine. Although an outbreak was predicted, it did not happen. Regardless, the Centers for Disease Control and Prevention (CDC) recognizes the importance of the vaccine, particularly for the HIV-positive population. Ryan White, as payer of last resort, will make the vaccine available. Notice of the vaccine as part of the standards of care will be sent to RWP subrecipients this week.

▪ **2018 Assessment of the Administrative Mechanism (AAM) – Final Report Review**

Members had been emailed a copy of the full AAM Report prior to the meeting (copy on file). New responses since the June meeting were all *Strongly Agree* or *Agree* and did not include any additional comments. Those responses were included in the emailed copy. At this meeting, only the pages with *Recipient comments* were printed for review (copy on file).

Regarding #13) *The Partnership's Needs Assessment and planning process provides adequate opportunities for participation of the general community*; members suggested the question could be better answered in a Partnership self-assessment survey. Do Partnership and committee members understand their roles and the duties in regards to impact and effectiveness as compared the roles and duties of OMB? Increasing membership is important in involving the “general community”; members as well as staff should be actively recruiting. One of the barriers to participation on any level is that many PLWH are now working outside the field of HIV and therefore are unable to attend meetings.

Following discussion, a motion was made to accept the *Recipient comments* as part of the *2018 Assessment of the Administrative Mechanism Final Report*.

Motion to incorporate the Recipient Comments as part of the final Assessment of the Administrative Report.

Moved: Miguel Puente

Seconded: Angela Mooss

Motion: Passed

VIII. New Business

▪ Integrated Plan Updates

Members reviewed the *Integrated Plan Format Considerations* sample (copy on file) which includes evaluation questions and measurable outputs as based on the Logic Model approved in June.

Updates to be considered are:

- Including factors hindering the progress of the goals;
- What the numbers (data) mean in addressing the completion of goals;
- Ensuring stated activities are measurable;
- Adding/revising strategies to directly address how to complete activities;
- Adding new activities, as needed, to address objectives;
- Assessing how we can do a better job administering programs; and
- Measuring patient outcomes consistent with HRSA expectations.

Members stated they would like the Joint Integrated Plan Review Team meetings to be more discussion-focused and less presentation-focused. Also, when data is presented, members would like to know how that data is furthering the completion of objectives.

As to measurement tools, suggested strategies are reviewing research, holding focus groups, administering surveys, and asking how that input furthers the completion of goals. Evaluation questions should address why each source of data is important and what we expect to gain from collecting that data. It is also worth reviewing what we have already accomplished and if there are specific objectives/activities we cannot reasonably expect to complete because they are outside the scope of the Partnership, BSR, and FDOH.

When considering special disparity populations, the size of the population in the County compared to the size of the general population should be considered, particularly in regards to resource allocation.

Some Strategic Planning Committee activities overlap with FDOH/Prevention Committee. In those cases, better integration between the two committees is necessary to make sure the activities are not overlooked, (i.e. OB/GYN mailing).

IX. Announcements

Palm cards (copy on file) were distributed for the Healthy Alternatives Require Transitions (HART) program which provides in-home substance abuse services, specifically to MSM ages 18-29, and their caregivers. Interested persons should contact the number on the card for additional details.

The meeting time was due to expire.

Motion to extend the meeting five minutes.

Moved: Carla Valle-Schwenk

Seconded: Takisha Nelson

Motion: Passed

The meeting time was extended to end at 12:05 p.m.

Staff announced:

- The PIAT meeting and the Subrecipient Forum are cancelled for the month of July;
- The University of Miami research study: STEP - Striving Towards Empowerment by Dr. Sannisha Dale is seeking Black and African American female participants with HIV who have experienced abuse or trauma. The study includes financial compensation up to \$400. Fliers with details were available at the meeting (copy on file); and

- The Florida Statewide Consumer Advisory Group is seeking PLWH members. This is a separate group from the Partnership. Anyone interested in applying should see Ms. Bontempo after the meeting for an application packet.

Ms. Valle-Schwenk noted that OMB is working with FDOH to identify lost to care clients who may have moved out of the county or out of state. Subrecipients who see clients in both Miami-Dade and Broward Counties may wish to make the same connections with FDOH for finding lost to care Broward County clients.

David Goldberg announced that he and Carlos Garcia are coordinating with BSR Clinical Quality Management staff to visit subrecipients implementing the TTRA program for findings on the initial successes and challenges now that TTRA has begun throughout the county.

X. Next Meeting

The next scheduled meeting is the quarterly Joint Integrated Plan Review Team on August 13, 2018 at the United Way Ansin Building.

XI. Adjournment

Dr. Zayas called the meeting adjourned at 12:04 p.m.