



**Care and Treatment Committee Meeting
Miami-Dade Public Library, Auditorium
101 West Flagler, Miami, FL 33130
August 5, 2021**

Approved November 4, 2021

| # | Committee Members | Present | Absent |
|-------------------|-----------------------------|---------|--------|
| 1 | Alcala, Etelvina | X | |
| 2 | Antunez-Rodriguez, Michelle | | X |
| 3 | Downs, Frederick | X | |
| 4 | Gonzalez, Victor | X | |
| 5 | Grant, Gena | | X |
| 6 | Henriquez, Maria | X | |
| 7 | Iadarola, Dennis | | X |
| 8 | Mills, Vanessa | | X |
| 9 | Neff, Travis | X | |
| 10 | Richardson, Ashley | | X |
| 11 | Roelans, Ryan | | X |
| 12 | Siclari, Rick | X | |
| 13 | Schmuels, Diego | X | |
| 14 | Trepka, Mary Jo | | X |
| 15 | Wall, Dan | X | |
| Quorum = 6 | | | |

| Guests | |
|--------------------|----------------|
| Courtney Gillens | |
| David Goldberg | |
| Trillion Ingram | |
| Angela Machado | |
| Brad Mester | |
| Karen Poblete | |
| Kira Villamizar | |
| Robert Ward | |
| | |
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| Staff | |
| Christina Bontempo | Robert Ladner |
| Barbara Kubilus | Marlen Meizoso |

Note that all documents referenced in these minutes were accessible to members and the public prior to (and during) the meeting, at www.aidsnet.org/meeting-documents.

I. Call to Order/Introductions

Dr. Diego Shmuels, Vice-Chair, called the meeting to order at 10:19 a.m. in lieu of the chair’s arrival. He introduced himself and requested everyone to introduce themselves.

II. Meeting Housekeeping and Rules

Marlen Meizoso reviewed the Meeting Housekeeping and Rules presentation (copy on file), which reviewed the general meeting decorum, agenda reminders, voting procedures and the conflict of interest.

III. Floor Open to the Public

Dr. Shmuels 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.

BSR has a dedicated line for statements to be read into the record. No statements were received.

There were no comments. The floor was then closed.

IV. Review/Approve Agenda

The committee reviewed the agenda. Mrs. Meizoso had announcements and was added under that agenda item. The committee made a motion to accept the agenda.

Motion to accept the agenda as discussed.

Moved: Frederick Downs, Jr.

Seconded: Dan Wall

Motion: Passed

V. Review/Approve Minutes of July 13, 2021

The committee reviewed the minutes of July 13, 2021 and made a motion to accept them as presented.

Motion to accept the July 13, 2021, minutes as presented.

Moved: Dan Wall

Seconded: Frederick Downs, Jr.

Motion: Passed

VI. Reports-Part A, Part B, ADAP, General Revenue, Vacancy and Motions-Q & A

Mr. Gonzalez indicated that all reports had been posted online, and if anyone had any questions on the Ryan White Part A, Part B, Vacancy or Motions reports they could raise their hands. No questions were asked. Questions could also be asked after the meeting.

VII. Standing Business

- *Medical Care Subcommittee Report*

Marlen Meizoso

Mrs. Meizoso indicated that the Medical Care Subcommittee held their meeting on July 23, 2021. They discussed their activities for the remainder of the year and began reviewing the Primary Medical Care Standards and will continue their review at the next meeting.

The next subcommittee is scheduled for August 27, 2021.

VIII. New Business

- *2020 Ryan White Utilization Summary*

Robert Ladner

Dr. Ladner reviewed the 2020 Ryan White Utilization Summary (copy on file). COVID-19 has had an impact on utilization patterns and several anomalies are present. Fewer clients were served, and alternate billing methodology was used for part of the year. Food Bank had additional clients, but legal services and residential substance abuse had similar expenditures as in the past. The average cost per client was \$2,173. The supplemental presentation for utilization which details the top ten items by frequency and cost for service categories, and such will be available at the end of the month and folded into the needs assessment book.

- *Dashboard Cards*

Marlen Meizoso

Mrs. Meizoso referenced the Tools for Needs Assessment: Dashboard Cards (A Guide) (copy on file) which explained how to read the Dashboard Cards and how to use the document. She reviewed the different sections of the dashboard cards and explained from, where the data was derived which combined information from utilization and historical data. She also reviewed each dashboard card (copy on file) which indicates trends and other funders for HIV direct and support services. Notes regarding each of the services and items

to consider were reviewed.

▪ *Needs Assessment Overview and Next Steps*

Marlen Meizoso

Revisions were made to several presentations found in the 8/5/21 version of the Needs Assessment book (www.aidsnet.org). These revisions are due to revised numbers from Provide Enterprise for the number of clients in care. The final version of the Needs Assessment book will include a full utilization presentation and will be uploaded by the end of the month.

The Committee has completed the first five steps of the Needs Assessment process. The remaining steps in the process are priority ranking, directives, and allocation of funds. Definitions of what each of the items entailed and the conflict of interest were reviewed.

A summary of presentations was reviewed:

- Miami-Dade Epidemiological Profile data showed over 50% (55.8%) of those living with HIV (prevalence) were 50+ years old, and the largest exposure category is male to male sexual contact (55.2%). There is a steady rise in the incidence of cases in which HIV-infected persons are co-infected with a sexually transmitted disease.
- Demographic data showed 8,127 clients in Ryan White Program (RWP) care, a decrease from last year. Forty-two percent of the clients are over age 50. Overall, the RWP clients are male (75%), largely Hispanic, under 135% of the federal poverty level, and have no insurance other than the RWP.
- Co-occurring conditions (COC) complicate care by increasing cost and increasing viral non-suppression rates. The highest COC costs are homelessness, mental illness, and substance use.
- Client satisfaction survey information showed that 56% clients were working full- or part-time. While doctors and medical case managers frequently engage in adherence counseling, the communications are not always clear and understandable. Lag times in getting appointments continue to be a source of dissatisfaction, especially in oral health care.
- HIV Continuum data showed COVID slightly reduced overall viral load suppression rates and retention in care rates relative to FY 29, but overall strong performance by the RWP subrecipient providers.
- Other funding data showed that there are several other sources for HIV-related services such as the Florida Medicaid program which is the largest program serving persons with HIV.
- Today's utilization and dashboard cards provided data on priorities (current and historical) and expenditures/allocations (current and historical) to assist the Committee in its decision-making process.

▪ *Directives*

All

Mrs. Meizoso explained that the Committee had gotten to the next stage of the Needs Assessment process. If the Committee felt that the data presented warranted special directives to the Recipient on how best to address issues raised during the process, these could be done at this time. Several changes were made to the service delivery system and new providers were added with the most recent request for proposal. At the prior meeting, the Committee heard a proposal regarding the Department of Health using unspent funds to assist with short-term rental assistance through their Emergency Financial Assistance which the Committee favored. The Committee decided not to issue any special directives at this meeting.

▪ *Priority Setting Part A and MAI*

All

Mrs. Meizoso explained that the priority setting process was the next step in the needs assessment process. Based on the instructions provided at the last meeting a survey ranking sheet was sent to members and the

tally of those who replied was projected (copy on file). Under Part A, there was a tie between numbers 3 and 4 which were mental health and AIDS pharmaceutical assistance service categories. The Committee decided to adopt the priorities as projected with mental health being the number 3 priority and AIDS pharmaceutical being the 4th priority.

Motion to accept the YR 32 Ryan White Program Part A priorities as presented (below).

Moved: Dan Wall

Second: Frederick Downs, Jr.

Motion: Passed

| YR 32 (March 1, 2022 – February 28, 2023) Ryan White Program Part A Priorities | |
|---|---|
| YR 32 Rank | Services |
| 1 | Medical Case Management, including Treatment Adherence Services [C] |
| 2 | Outpatient/Ambulatory Health Services [C] |
| 3 | Mental Health Services [C] |
| 4 | AIDS Pharmaceutical Assistance (Local Pharmacy Assistance Program) [C] |
| 5 | Oral Health Care [C] |
| 6 | Health Insurance Premium and Cost-Sharing Assistance for Low-Income Individuals [C] |
| 7 | Substance Abuse Services (Residential) [S] |
| 8 | Food Bank [S] |
| 9 | Substance Abuse Outpatient Care [C] |
| 10 | Medical Transportation (Vouchers) [S] |
| 11 | Emergency Financial Assistance [S] |
| 12 | Outreach Services [S] |
| 13 | Other Professional Services (Legal Assistance and Permanency Planning) [S] |

C=core services S=support services

No changes were recommended to the MAI priorities, and these were adopted as presented (copy on file).

Motion to adopt the YR 32 Ryan White Program MAI priorities as presented (below).

Moved: Dan Wall

Second: Travis Neff

Motion: Passed

| YR 32 (March 1, 2022 – February 28, 2023) Ryan White Program MAI Priorities | |
|--|---|
| YR 32 Rank | Services |
| 1 | Medical Case Management, including Treatment Adherence Services [C] |
| 2 | Outpatient/Ambulatory Health Services [C] |
| 3 | Mental Health Services [C] |
| 4 | Substance Abuse Outpatient Care [C] |
| 5 | Medical Transportation (Vouchers) [S] |
| 6 | Outreach Services [S] |
| 7 | Emergency Financial Assistance [S] |

C=core services S=support services

▪ *Allocating Resources Part and MAI*

All

Mrs. Meizoso reviewed the Part A and MAI Grant Budget funding sheet (copy on file). The ceiling total for Part A FY 32 is \$25,020,880 of which \$21,918,792 is for direct services. The funding sheet details YR 30 expenditures, YR 31 RFP totals and YR 32 recommendations based on YR 31 RFP totals which were based on non-anomaly data. The recommendations adopted the RFP totals except for the reduction in substance abuse residential of \$108,540 which would balance the subtotal of \$21,918,792.

There was a Committee member present that was identified as having a conflict due to being the only agency funded for the particular funding category, so the motions were bifurcated. The conflicted member exited the room and completed form 8B (copy on file)

Motion to allocate \$529,539 (2.42%) to the Food Bank service category for the YR 32 Part A Grant Funding Budget.

Moved: Dan Wall

Second: Travis

Motion: Passed

The conflicted member reentered the room, and the Committee made its next motion.

Motion to adopt the remaining YR 32 Part A Grant Funding Budget dollar amounts and percents as presented (below).

Moved: Dan Wall

Second: Frederick Downs, Jr.

Motion: Passed

| MIAMI DADE COUNTY RYAN WHITE PROGRAM YR 32 PART A GRANT FUNDING BUDGET WORKSHEET | | |
|--|-----------------------------|----------------|
| SERVICE CATEGORIES (ALPHABETIC ORDER) | YR 32 RECOMMENDATION | YR 32 % |
| AIDS PHARMACEUTICAL ASSISTANCE [C] | \$88,255 | 0.40% |
| EMERGENCY FINANCIAL ASSISTANCE [S] | \$88,253 | 0.40% |
| HEALTH INSURANCE PREMIUM AND COST SHARING FOR LOW-INCOME INDIVIDUALS [C] | \$595,700 | 2.72% |
| MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C] | \$5,869,052 | 26.78% |
| MEDICAL TRANSPORTATION [S] | \$154,449 | 0.70% |
| MENTAL HEALTH SERVICES [C] | \$132,385 | 0.60% |
| ORAL HEALTH CARE [C] | \$3,088,975 | 14.09% |
| OTHER PROFESSIONAL SERVICES (LEGAL SERVICES AND PERMANENCY PLANNING) [S] | \$154,449 | 0.70% |
| OUTPATIENT/AMBULATORY HEALTH SERVICES [C] | \$8,847,707 | 40.37% |
| OUTREACH SERVICES [S] | \$264,696 | 1.21% |
| SUBSTANCE ABUSE OUTPATIENT CARE [C] | \$44,128 | 0.20% |
| SUBSTANCE ABUSE SERVICES (RESIDENTIAL) [S] | \$2,061,204 | 9.40% |

The budget in its entirety is as reflected below.

**MIAMI DADE COUNTY
RYAN WHITE PROGRAM
YR 32 PART A GRANT FUNDING**

| YR 32 RANKING | SERVICE CATEGORIES (ALPHABETIC ORDER) | YR 32 ALLOCATION | YR 32 % |
|----------------------|--|-------------------------|----------------|
| 4 | AIDS PHARMACEUTICAL ASSISTANCE [C] | \$ 88,255 | 0.40% |
| 11 | EMERGENCY FINANCIAL ASSISTANCE [S] | \$ 88,253 | 0.40% |
| 8 | FOOD BANK [S] | \$ 529,539 | 2.42% |
| 6 | HEALTH INSURANCE PREMIUM AND COST SHARING FOR LOW-INCOME INDIVIDUALS [C] | \$ 595,700 | 2.72% |
| 1 | MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C] | \$ 5,869,052 | 26.78% |
| 10 | MEDICAL TRANSPORTATION [S] | \$ 154,449 | 0.70% |
| 3 | MENTAL HEALTH SERVICES [C] | \$ 132,385 | 0.60% |
| 5 | ORAL HEALTH CARE [C] | \$ 3,088,975 | 14.09% |
| 13 | OTHER PROFESSIONAL SERVICES (LEGAL SERVICES AND PERMANENCY PLANNING) [S] | \$ 154,449 | 0.70% |
| 2 | OUTPATIENT/AMBULATORY HEALTH SERVICES [C] | \$ 8,847,707 | 40.37% |
| 12 | OUTREACH SERVICES [S] | \$ 264,696 | 1.21% |
| 9 | SUBSTANCE ABUSE OUTPATIENT CARE [C] | \$ 44,128 | 0.20% |
| 7 | SUBSTANCE ABUSE SERVICES (RESIDENTIAL) [S] | \$ 2,061,204 | 9.40% |
| SUBTOTAL | | \$21,918,792 | 100.0% |

| | |
|------------------------------------|---------------------|
| ADMINISTRATION ¹ | \$2,502,088 |
| CLINICAL QUALITY MANAGEMENT | \$600,000 |
| TOTAL | \$25,020,880 |

85.16%

14.84%

C = Core Service **S** = Support Service; per legislation Core Service expenditures must be at least 75% of the overall direct service expenditures.

¹ Administration includes Partnership Staff Support and Data Support (Provide® Enterprise-Miami).

Note: When the Committee was making the motions allocating funds to the MAI grant; the subtotal that should have been added was \$2,360,294 and not \$2,353,222, therefore the allocation made was short by \$7,072 so an adjustment would be needed to match the necessary subtotal but match the correct percentages. The Partnership adjusted three of the top service categories to match the percentages. So, the mental health allocation was increased by \$240 to \$19,200 to match the corresponding percent of 0.81% ,the outpatient medical care allocation was increased by \$4,200 to \$1,366,953 to match the corresponding percent of

57.91% and the medical case management allocation was increased by \$2,632 to \$906,552 to match the corresponding percent of 38.41%.

There was a Committee member present that was identified as having a conflict due to being the only agency funded for the particular funding category, so the motions were bifurcated. The conflicted member exited the room and completed form 8B (copy on file)

Motion to allocate \$18,960 (0.81%) to Mental Health; \$39,816 (1.69%) to Outreach; and \$8,058 (0.34%) to Substance Abuse Outpatient Care for the YR 32 Minority AIDS Initiative (MAI) Grant Funding Budget.

Moved: Dan Wall

Second: Frederick Downs, Jr.

Motion: Passed

The conflicted member reentered the room, and the Committee made its next motion.

Motion to adopt the remaining YR 32 Minority AIDS Initiative (MAI) Grant Funding Budget dollar amounts and percents, as presented (below).

Moved: Dan Wall

Second: Frederick Downs, Jr.

Motion: Passed

| MIAMI DADE COUNTY RYAN WHITE PROGRAM YR 32 MINORITY AIDS INITIATIVE (MAI) GRANT FUNDING | | |
|---|------------------|--------|
| SERVICE CATEGORIES (ALPHABETIC ORDER) | YR 32 ALLOCATION | YR 32% |
| EMERGENCY FINANCIAL ASSISTANCE [S] | \$12,087 | 0.51% |
| MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C] | \$903,920 | 38.41% |
| MEDICAL TRANSPORTATION [S] | \$7,628 | 0.32% |
| OUTPATIENT/AMBULATORY HEALTH SERVICES [C] | \$1,362,753 | 57.91% |

The budget in its entirety with correction from the Partnership is as reflected below.

| MIAMI DADE COUNTY RYAN WHITE PROGRAM YR 32 MINORITY AIDS INITIATIVE (MAI) GRANT FUNDING | | | |
|---|--|------------------|--------|
| YR 32 RANKING | SERVICE CATEGORIES (ALPHABETIC ORDER) | YR 32 ALLOCATION | YR 32% |
| 1 | MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C] | \$906,552 | 38.41% |
| 2 | OUTPATIENT/AMBULATORY HEALTH SERVICES [C] | \$1,366,953 | 57.91% |
| 3 | MENTAL HEALTH [C] | \$19,200 | 0.81% |

| | | | |
|-----------------|-------------------------------------|--------------------|----------------|
| 4 | SUBSTANCE ABUSE OUTPATIENT CARE [C] | \$8,058 | 0.34% |
| 5 | MEDICAL TRANSPORTATION [S] | \$7,628 | 0.32% |
| 6 | OUTREACH SERVICES [S] | \$39,816 | 1.69% |
| 7 | EMERGENCY FINANCIAL ASSISTANCE [S] | \$12,087 | 0.51% |
| SUBTOTAL | | \$2,360,294 | 100.00% |

| | |
|------------------------------------|----------------------|
| ADMINISTRATION | \$273,366 |
| CLINICAL QUALITY MANAGEMENT | \$100,000 |
| TOTAL ¹ | \$2,733,660 |
| | <u>97.48%</u> |
| | <u>2.20%</u> |

NOTES:

C = Core Service S = Support Service; per legislation Core Service expenditures must be at least 75% of the overall direct service expenditures.

¹ Administration includes Partnership Staff Support and Data Support (Provide® Enterprise-Miami).

IX. Announcements

Mrs. Meizoso announced that the link to today’s evaluation is found on the reverse side of today’s agenda via the QR code and to please complete the evaluations within the week.

X. Next Meeting

The next meeting is scheduled for Thursday, September 2, 2021, at the Miami-Dade County Main Library, Auditorium, 101 West Flagler Street, Miami, FL 33130 from 10 a.m. to 12:00 p.m.

XI. Adjournment

Mr. Gonzalez adjourned the meeting at 12:21 p.m.