



**Care and Treatment Committee Meeting  
 United Way Ansin Building  
 3250 SW 3<sup>rd</sup> Avenue, Ryder Conference Room  
 June 25, 2019**

*Approved July 3, 2019*

#	Committee Members	Present	Absent
1	Alcala, Etelvina	X	
2	Boyd, Derek		X
3	Denord, Luckner		X
4	Gonzalez, Victor	X	
5	Grant, Gena	X	
6	Greene, D. Michael	X	
7	Henriquez, Maria		X
8	Iadarola, Dennis	X	
9	LaGrome, Arthur		X
10	Neff, Travis	X	
11	Puente, Miguel	X	
12	Richardson, Ashley	X	
13	Siclari, Rick		X
14	Trepka, Mary Jo	X	
15	Wall, Dan	X	
<b>Quorum = 6</b>			

Guests	
Frederick Downs, Jr.	Carla Valle-Schwenk
Rosemonde Francis	Kira Villamizar
Karen Hilton	Claudia Winder
Robert Hyde	
David Goldberg	
LaQuanna Lightfoot	
Brad Mester	
Kirk Palmer	
Diego Shmuels	
Carlos Tabasa	
Staff	
Bontempo, Christina	Martinez, Susy
Brock, Petra	Meizoso, Marlen
Downie, Geoffrey	Sergi, Sandra
Evans, Clarice	Schmelz, Abigail
Ladner, Robert	

**I. Call to Order/Introductions**

The chair, Victor Gonzalez, called the meeting to order at 9:42 a.m. He welcomed everyone, reviewed some housekeeping reminders and asked for introductions.

**II. Resource Persons**

Miguel Puente indicated Behavioral Science Research (BSR) staff as resource individuals.

**III. Workbook Overview**

Marlen Meizoso reviewed the materials for today’s meeting and in what sections of the workbook/binder the materials were to be placed. Items included some revised materials. Mrs. Meizoso reviewed the evaluation form and reminded attendees to complete the form. Forms should be returned to staff at the end of the meeting.

**IV. Review/Approve Agenda**

The committee reviewed the agenda. Dan Wall indicated he wanted to provide a Part A report. The update was added as the first item under standing business. The committee accepted the amended agenda.

**Motion to accept the agenda with the addition of the Part A report.**

**Moved: Dan Wall**

**Second: Miguel Puente**

**Motion: Passed**

**V. Floor Open to the Public**

Mr. Gonzalez read the following:

*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.*

No comments were made, so the floor was closed.

**VI. Review/Approve Minutes of June 25, 2019**

Staff indicated that the minutes in the meeting packet were last week's minutes and were copied in error. The committee made a motion to defer addressing the minutes until the corrected minutes could be provided..

**Motion to differ review of the minutes of June 25, 2019.**

**Moved: Miguel Puente**

**Second: Dan Wall**

**Motion: Passed**

Staff provided the June 25, 2019 later in the meeting. The committee reviewed the minutes and noted that an error in spacing on the top of the page occurred on page 4.

**Motion to accept the June 25, 2019 minutes with the spacing correction on page 4.**

**Moved: Dan Wall**

**Second: Miguel Puente**

**Motion: Passed**

**VII. Standing Business**

▪ *Part A Report*

*Dan Wall*

Dan Wall stated that the HRSA site visit has been completed. Five reviewers were part of the visit (3 HRSA staff and 2 consultants (Puerto Rico and Texas). The exit conference indicated the program did fine but the written report will be released within 45 days. Mr. Wall thanked all PLWHA, Partnership Executive Committee and subrecipients who met with HRSA, Carla Valle-Schwenk for coordinating the site visit activities and BSR staff.

The cone of silence has been lifted on the management information system procurement. The procurement department selected and the Mayor has concurred that the MIS provider will be Groupware Technologies (PROVIDE system). This item will go before the Board of County Commissioners next month. Groupware's contract will start August 1, 2019. They will be working with staff to ensure a go-live date of March 1, 2020 with the new system. There will be face-to-face trainings and subrecipients will be involved to ensure there are no glitches upon going live. The new system is less expensive and more responsive than the prior system.

▪ *Review of Needs Assessment Materials*

*Marlen Meizoso/Robert Ladner*

Mrs. Meizoso reviewed several sections of the needs assessment book to remind the committee of their responsibilities and data that are available for prioritization and budgeting, including epidemiological profile data from FDOH-MDC, demographic data and utilization data from the RWP, other funding data including revisions to the section and ADAP program expenses and co-occurring conditions. Robert Ladner reviewed the revised projections based on the discussions from

the last meeting (copy on file; section 8). Dr. Ladner reviewed the revised projections for fiscal year 2020-2021 funding based on regressions and other funding (copy on file; Section 8). Preliminary projected expenditures for FY 2020-21 total \$23,237,250 for a total client base of 9,812. The analysis included raising the federal poverty level eligibility limit to 400% for food bank, medical transportation, legal services and substance abuse residential.

### VIII. New Business

- *Ryan White Program HIV Care Continuum FY 28*

*Petra Brock*

Petra Brock reviewed the Ryan White Program HIV Care Continuum FY 28 data (copy on file: Section 3), including RWP and FDOH data for Miami-Dade and reviewed the definitions of the stages of the continuum. The RWP clients do better than overall clients in being retained in care (73% for RWP vs. 64% for FDOH). A comparison of five years worth of data of the care continuum indicates there have been many improvements across the continuum with the highest percentages in 2018. The continuum was presented in terms of race/ethnicity, gender and risk factor. Overall, Black, non-Hispanics have the lowest continuum numbers while transgenders have the highest (note they are also the smallest of the groups).

- *Special Directives*

*All*

Mrs. Meizoso reminded the committee once again that during the review of the needs assessment process directives could be requested of the Recipient. The committee had discussed some items to address Ryan White Program (RWP) service gaps/unmet needs at the prior meeting. The Parking Lot Items: Possible Directives Issues document listing the issues was reviewed (copy on file; pocket). The committee went item by item and moved to make the following directives to the Recipient:

**Motion to direct the Recipient to raise RWP income eligibility for Food Bank to 400% FPL in YR 30, which would serve an estimated 100 additional clients at a cost of \$20,707.**

**Moved: Travis Neff**

**Second: Miguel Puente**

**Motion: Passed**

**Motion to direct the Recipient to raise RWP income eligibility for Medical Transportation to 400% FPL in YR 30, which would serve an estimated 96 additional clients at a cost of \$21,044.**

**Moved: Travis Neff**

**Second: D. Michael Greene**

**Motion: Passed**

**Motion to direct the Recipient to raise RWP income eligibility for Other Professional Services to 400% FPL in YR 30, which would serve an estimated 23 additional clients at a cost of \$42,550.**

**Moved: Travis Neff**

**Second: Dennis Iadarola**

**Motion: Passed**

**Motion that Other Professional Services include all three component services (legal services, permanency planning, income tax assistance for RWP clients enrolled in ACA) in YR 30.**

**Moved: Miguel Puente**

**Second: D. Michael Greene**

**Motion: Passed**

A few members were not in agreement with applying extra money into substance abuse residential.

**Motion to direct the Recipient to raise Substance Abuse Services (Residential) to 400% FPL in YR 30, which would serve an estimated 11 additional clients at a cost of \$120,684.**

**Moved: Travis Neff**

**Second: Dr. Mary Jo Trepka**

**Motion: Failed**

Staff clarified that money is not being allocated with these motions, and that the only issue under discussion was to increase access to services by raising the FPL eligibility cap. Members agreed to reconsider the item.

**Motion to reconsider the previous motion to direct the Recipient to raise income eligibility for Substance Abuse Services (Residential) to 400% FPL in YR 30, which would serve an estimated 11 additional clients at a cost of \$120,684.**

**Moved: D. Michael Greene**

**Second: Travis Neff**

**Motion: Passed**

**Opposed: Miguel Puente**

**Motion to direct the Recipient to raise the income eligibility cap for Substance Abuse Services (Residential) to 400% FPL in YR 30.**

**Moved: D. Michael Greene**

**Second: Travis Neff**

**Motion: Passed**

**Opposed: Miguel Puente**

The Recipient indicated that it will be issuing clarification on the number of medical/social service visits necessary for Medical Transportation Vouchers. Social service visits include picking up prescriptions and visiting agencies beyond those provided by the issuer of the voucher, e.g. DCF, Social Security, specialty medical care, Food Bank) as well as Medical Case Management or Outpatient Ambulatory Health Services. It was suggested that the Subrecipient Forum may be a good venue to address programmatic clarifications, since providers are contractually required to attend. In future RFPs, every Medical Case Management agency should request Medical Transportation Vouchers.

Housing issues are a recurring theme in client satisfaction surveys. The committee issued a directive to have the Recipient engage in some creative thinking with the City of Miami (HOPWA program) to address housing issues for PLWHAs.

**Motion to request the Recipient investigate opportunities to partner with the City of Miami to address housing issues.**

**Moved: Miguel Puente**

**Second: Dr. Mary Jo Trepka**

**Motion: Passed**

Mr. Wall indicated that “Ending the Epidemic” funding will be available to Miami-Dade County sometime shortly. The restrictions on those funds maybe more flexible and may provide an opportunities to fund some unmet needs/service gaps not covered by Ryan White.

▪ *Service Categories for Priorities*

*All*

Mrs. Meizoso indicated that prior to starting the priority setting the committee need to determine if any additional services need to be added to either the Part A or MAI. A motion was made to add Medical Transportation Vouchers to the MAI services since this would be particularly helpful to minority clients in need of assistance with transportation.

**Motion to include for Fiscal Year 2020-21 Medical Transportation Voucher as a MAI service category.**

**Motion: Dan Wall**

**Second: Travis Neff**

**Motion: Passed**

▪ *Priority Setting*

*All*

Mrs. Meizoso explained that two sheets and stickers were being distributed, one for Part A and one for MAI (copy on file). The current Part A/MAI services were itemized on the bingo sheets. Mrs. Meizoso requested everyone write in Medical Transportation Voucher onto the MAI bingo sheet and

the sticker sheet was adjusted accordingly. Guest and members ranked the services. The scores were tallied and projected; the committee discussed the priorities, and approved them as indicated below for MAI and Part A services.

<b>Ryan White Program FY 2020-2021 (YR 30) Minority AIDS Initiative (MAI) Priorities</b>	
<b>YR 30 RANKING</b>	<b>SERVICE CATEGORIES</b>
1	MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C]
2	OUTPATIENT/AMBULATORY HEALTH SERVICES [C]
3	MENTAL HEALTH SERVICES [C]
4	SUBSTANCE ABUSE SERVICES OUTPATIENT [C]
5	OUTREACH SERVICES [S]
6	MEDICAL TRANSPORTATION [S]
7	EMERGENCY FINANCIAL ASSISTANCE [S]

**Motion to accept the YR 30 MAI priorities as presented.**

**Moved: Miguel Puente**

**Second: Dan Wall**

**Motion: Passed**

<b>Ryan White Program FY 2020-2021 (YR 30) Part A Priorities</b>	
<b>YR 30 RANKING</b>	<b>SERVICE CATEGORIES</b>
1	MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C]
2	OUTPATIENT/AMBULATORY HEALTH SERVICES [C]
3	AIDS PHARMACEUTICAL ASSISTANCE [C]
4	MENTAL HEALTH SERVICES [C]
5	HEALTH INSURANCE PREMIUM AND COST SHARING FOR LOW-INCOME INDIVIDUALS [C]
6	ORAL HEALTH CARE [C]
7	SUBSTANCE ABUSE OUTPATIENT CARE [C]
8	FOOD BANK [S]
9	SUBSTANCE ABUSE SERVICES (RESIDENTIAL) [S]
10	MEDICAL TRANSPORTATION [S]
11	OUTREACH SERVICES [S]
12	EMERGENCY FINANCIAL ASSISTANCE [S]
13	OTHER PROFESSIONAL SERVICES [S]

**Motion to accept the YR 30 Part A priorities as presented.**  
**Moved: Travis Neff**                      **Second: Miguel Puente**


**Motion: Passed**

- *Resource Allocations for Grant Funding Part A and MAI*

*All*

Mrs. Meizoso explained that in section 11 of the workbooks are four worksheets to facilitate the development of the budgets (copy on file). The committee had agreed to work on two budgets (flat and grant). There were two flat funding worksheets (Part A and MAI) and two grant funding worksheets (Part A and MAI). The committee reviewed the projections presented earlier in the meeting and made a few adjustments, removing \$1 million dollars from food bank and adding it to medical case management, and adding the ‘surplus’ of \$86,318 to emergency financial assistance. Food Bank has been a category in which money can be spent quickly since costs aren’t tied to staffing. If additional needs are identified, these can be addressed via sweeps. Medical case management is the gateway to services for clients and an influx of clients would first access that service for referrals.

MIAMI DADE COUNTY		
RYAN WHITE PROGRAM		
YR 30 PART A/MAI FLAT FUNDING BUDGET		
WORKSHEET		
SERVICE CATEGORIES	YR 30 ALLOCATION	YR 30 % ALLOCATION
MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C]	\$ 6,436,312	27.7%
OUTPATIENT/AMBULATORY HEALTH SERVICES [C]	\$ 9,703,069	41.8%
AIDS PHARMACEUTICAL ASSISTANCE [C]	\$ 81,840	0.4%
MENTAL HEALTH SERVICES [C]	\$ 135,017	0.6%
HEALTH INSURANCE PREMIUM AND COST SHARING FOR LOW-INCOME INDIVIDUALS [C]	\$ 576,744	2.5%
ORAL HEALTH CARE [C]	\$ 2,941,861	12.7%
SUBSTANCE ABUSE OUTPATIENT CARE [C]	\$ 57,798	0.2%
FOOD BANK [S]	\$ 511,647	2.2%
SUBSTANCE ABUSE SERVICES (RESIDENTIAL) [S]	\$ 2,095,507	9.0%
MEDICAL TRANSPORTATION [S]	\$ 174,344	0.8%
OUTREACH SERVICES [S]	\$ 283,243	1.2%
EMERGENCY FINANCIAL ASSISTANCE [S]	\$ 86,318	0.4%
OTHER PROFESSIONAL SERVICES [S]	\$ 153,550	0.7%
<b>SUBTOTAL</b>	<b>\$23,237,250</b>	<b>100.0%</b>
	<b>\$2,659,694</b>	
<b>ADMINISTRATION</b> <sup>2</sup>		
<b>CLINICAL QUALITY MANAGEMENT</b> <sup>3</sup>	<b>\$700,000</b>	
<b>TOTAL</b> <sup>4</sup>	<b>\$26,596,944</b>	


  
**86%** Core %  
**14%** Support %

**NOTES:**

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

<sup>2</sup> Administration includes Partnership Support and MIS-Data Support Contractor.

<sup>3</sup> FY 2020 (YR 30) Clinical Quality Management includes the planned amount for the upcoming procurement solicitation (RFP).

<sup>4</sup> FY 2019 (YR 29) Grant Award Total \$26,596,944 [\$23,983,182 (Part A) and \$2,613,762 (MAI)].

**Motion to accept the Part A/MAI flat funding budget as discussed. (above)**

**Moved: Dan Wall**

**Second: D. Michael Greene**

**Motion: Passed**

**Motion to change the eligibility cap to 400% for all services in the current fiscal year, and not wait until YR 30.**

**Moved: Dan Wall**

**Second: Travis Neff**

**Motion: Passed**

The next step was to divide the budget Part and MAI which is roughly 90%/10%. Staff requested time to run the figures by the County accountant and present the actual estimated budget numbers for Part A and MAI at the next meeting.

**Motion to bring back the divided Part A/MAI budget to the next meeting.**

**Moved: Miguel Puente**

**Second: Dan Wall**

**Motion: Passed**

**IX. Announcements**

Mrs. Meizoso reminded attendees to complete their evaluations and reminded attendees the next meeting starts at 10:00 a.m.

**X. Next Meeting**

The next meeting is scheduled for Wednesday, July 3, 2019.

**XI. Adjournment**

**Motion to adjourn.**

**Moved: Dan Wall**

**Second: Miguel Puente**

**Motion: Passed**

Mr. Gonzalez adjourned the meeting at 2:12 PM.