



**Care and Treatment Committee Meeting
Miami-Dade Public Library, Community Room
101 West Flagler, Miami, FL 33130
November 8, 2023**

Approved December 14, 2023

#	Committee Members	Present	Absent
1	Alcala, Etelvina	X	
2	Grant, Gena	X	
3	Henriquez, Maria		X
4	Mills, Vanessa	X	
5	Siclari, Rick	X	
6	Shmuels, Daniel	X	
7	Shmuels, Diego	X	
8	Trepka, Mary Jo	X	
9	Wall, Dan		X
Quorum: 4			

Guests	
Keri Kratofil	
Brad Mester	
Javier Romero	
Staff	
Christina Bontempo	Robert Ladner

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 *Dr. Diego Shmuels*

Dr. Diego Shmuels, the Chair, called the meeting to order at 10:14 a.m.

II. Introductions *Dr. Diego Shmuels*

Members and guests introduced themselves around the room.

III. Meeting Housekeeping *Dr. Mary Jo Trepka*

Dr. Mary Jo Trepka reviewed the Meeting Housekeeping presentation, which reviewed environmental reminders, parking, and meeting decorum for all participants.

IV. Floor Open to the Public *Dr. Mary Jo Trepka*

Dr. Trepka 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.

BSR has a dedicated line for statements to be read into the record. No statements were received. There were no comments, so the floor was closed.

V. Review/Approve Agenda *All*

The committee reviewed the agenda and moved to approve it as presented.

Motion to accept the agenda, as presented.

Moved: Vanessa Mills **Seconded: Etelvina Alcala** **Motion: Passed**

VI. Review/Approve Minutes of September 14, 2023 *All*

The committee reviewed the minutes of September 14, 2023. Staff advised that one of the 8B forms is pending receipt to be added to the minutes. Once received, the form will be included with the finalized minutes.

Motion to accept the minutes from September 14, 2023, as presented, with the caveat of including the missing 8B form.

Moved: Dr. Mary Jo Trepka **Seconded: Etelvina Alcala** **Motion: Passed**

VII. Reports

- *Part A* *Dan Wall*

Dan Wall was not present for the meeting. The Committee deferred the report, but staff reminded the members that the latest expenditure reports and client numbers from the Recipient were posted online.

- *Part B* *David Goldberg*

Dr. Shmuels indicated there was no Part B report.

- *AIDS Drug Assistance Program (ADAP)* *Dr. Javier Romero*

Dr. Javier Romero reviewed the October 2023 ADAP report, dated November 1, 2023, including data on enrollments, pharmacy and insurance expenditures, program updates, medication additions, and current pharmacy listings. The rate of returning clients is around 1,000 per month. As previously indicated, Winn-Dixie is no longer a pharmacy provider. Affordable Care Act Marketplace open enrollment has begun.

- *Medical Care Subcommittee Report* *Dr. Mary Jo Trepka*

Dr. Trepka reviewed the Medical Care Subcommittee (MCSC) report.

The MCSC:

Heard updates from the Ryan White Program and ADAP.

Reviewed 46 medications added in July 2023 to the ADAP Formulary and approved them for inclusion in the Ryan White Prescription Drug Formulary.

Motion to add 46 medications added to the July 2023 ADAP Prescription Drug Formulary to the Ryan White Prescription Drug Formulary.

Moved: Vanessa Mills

Seconded: Gena Grant

Motion: Passed

Reviewed and accepted the draft “Dear Colleague” letter about HIV-positive clients over 50 years of age to raise awareness of preventive health measures.

Motion to accept the Dear Colleague Letter on Aging with HIV with the changes discussed.

Moved: Vanessa Mills

Seconded: Gena Grant

Motion: Passed

Reviewed and edited draft pages 1-8 of the Ryan White Primary Medical Care Standards. The committee will continue review of the remaining document pages.

The next MCSC meeting is scheduled for November 17, 2023, at Behavioral Science Research Corp.

- *Vacancies*

Christina Bontempo

Christina Bontempo reviewed the vacancy report as of the end of October. There are vacancies on all Committees and the Partnership. Gena Grant is terming off Care and Treatment at the end of today’s meeting. Ms. Grant was presented with a certificate of appreciation for her years of service. Staff reminded the Committee attendees and guests that if they know of anyone who lives in Miami-Dade County, is a registered voter, and is interested in the work the Care and Treatment Committee does, please direct them to staff, or invite them to a meeting. Everyone needs to do their part and help get the word out about membership opportunities.

VIII. Standing Business

- *Planning Council Meeting Survey Results*

All

Ms. Bontempo reviewed the Committee membership survey results. The results indicate the Committee is satisfied with the current time, date, and location of meetings.

IX. New Business

- *Committee Meeting Dates and Planning for 2024*

Christina Bontempo

Ms. Bontempo reviewed the Care and Treatment Committee meeting dates based on location availability and schedule of activities. Needs Assessment meetings are scheduled from May to August for three hours. September would be used in case all business items are not completed, since the priority setting and resource allocation process must be completed by the HRSA deadlines, typically in early October. The Committee made a motion to accept the calendar of activities.

Motion to approve the calendar of activities as presented.

Moved: Dr. Mary Jo Trepka

Seconded: Gena Grant

Motion: Passed

- *Service Categories Development*

All

At the September 2023 meeting, the Care and Treatment Committee approved five new support service categories for consideration for the next Ryan White Program Part A/MAI Request for Proposals cycle. Staff developed a guide providing the HRSA 16-02 definitions, information on other funding sources, samples from other EMAs/TGAs, and questions to consider assisting the Committee in the development of service descriptions for the new service categories. Three categories were focused on for this session: Emergency Financial Assistance, Health Education/Risk Reduction, and Housing. The following comments were made:

Emergency Financial Assistance (EFA)

Currently this service category is used only for as a wrap-around for test and treat/rapid access pharmacy services under Part A, but funds are not being drawn down.

There are more patient assistance programs providing medications now, so money is not used for medications.

Currently, one Part A subrecipient finds it easier to provided samples to clients then send them to ADAP rather than process the clients through Part B EFA.

At one subrecipient, Part B EFA is being used for other items such as utility assistance or other emergencies. These uses for EFA funds are not allowable under the present Part A EFA service description.

The Committee asked that Part B EFA language and utilization statistics be obtained from FDOH to help shape Part A EFA language in the future RFP.

It is possible that EHE funds may not be available in the future.

Health Education/Risk Reduction

Is this service not being provided under medical case management or peer education, and if not, can it be provided by adding a code for specific medical case manager activities?

Needs to be built into existing services.

Peer Education and Support activities should be redefined. This is underway through the Integrated Plan (broadening peer and medical case management activities to provide more holistic approach)

Non-Medical Case Management

How does this differ from Medical Case Management or from Peer Education and Support? Current definitions will be brought to compare.

The Committee will review the items prior to the next meeting. The Committee will continue to work on the definitions over the next few months.

- *Service Definitions Review: Legal, Food Bank, EFA*

All

Staff shared the YR 2023 service definitions for legal service, food bank, and emergency financial assistance and requested the committee review the items for updates for FY 2024. Updates will be

brought to the next meeting.

X. Announcements and Open Discussion

All

Staff announced that the November Partnership meeting was cancelled, and the final meeting of the year will be December 18, 2023. The December Partnership meeting will address sweeps but will also serve as a recognition of all committees and this year’s achievements.

Note that “Open discussion” is a new standing item on the agenda, to encourage members of the community to speak up or out about issues they wish to share. Members indicated they had no issues to raise.

XI. Next Meeting

Dr. Diego Shmuels

The next meeting is scheduled for Thursday, December 14, 2023, at the Miami-Dade County Main Library Auditorium, 101 West Flagler Street, Miami, FL 33130, from 10:00 a.m. to 12:00 p.m.

XII. Adjournment

Dr. Diego Shmuels

With business concluded, Dr. Shmuels thanked the members for participating in today’s meeting and adjourned the meeting at 11:39 a.m.