

Care and Treatment Committee Meeting8 Miami-Dade Public Library, Auditorium 101 West Flagler, Miami, FL 33130 July 13, 2023

Approved August 17, 2023

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

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|----------------------------|----------------|--|--|--|
| Guests | | | | |
| Jose Camino | | | | |
| Jennifer Ellison | | | | |
| Keri Kratofil | | | | |
| Javier Romero | | | | |
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| Staff | | | | |
| Robert Ladner | Marlen Meizoso | | | |
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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. Copies were also provided to attendees.

I. Call to Order Dr. Diego Shmuels

Dr. Diego Shmuels, the Chair, introduced himself and called the meeting to order at 10:17 a.m. Dr. Shmuels indicated that long-standing member, Frederick Downs, Jr. passed away last month and requested a moment of silence.

II. Introductions Dr. Diego Shmuels

Members and guests introduced themselves around the room.

III. Meeting Housekeeping and Rules

Dr. Mary Jo Trepka

Dr. Trepka reviewed the Housekeeping and Rules presentation, which reviewed the 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. There was a suggestion to swap items three and two on the agenda and combine the reallocation and carryover item since they were on one sheet. Staff also indicated they had an announcement. The Committee made a motion to approve the agenda as discussed.

Motion to accept the agenda with changes.

Moved: Maria Henriquez Seconded: Etelvina Alcala Motion: Passed

VI. Review/Approve Minutes of June 8, 2023

All

The Committee reviewed the minutes of June 8, 2023, and accepted them as presented.

Motion to accept the minutes from June 8, 2023, as presented.

Moved: Dan Wall Seconded: Maria Henriquez Motion: Passed

VII. Reports

• Part A/Minority AIDS Initiative (MAI)

Dan Wall

Dan Wall indicated the End of Fiscal Year Recipient expenditure reports are posted online. No new expenditure reports are available since contracts are being executed. Current client counts are over 6,000, which is 1,000 clients higher than last year. Under Test and Treat Rapid Access, Mr. Wall inquired if the Committee wanted to change the reporting criteria. Currently reported totals are a running total from program inception. The Committee indicated that having year-to-date data would be more helpful. The AIDS Drug Assistance Program (ADAP) would like month to month data to match clients, but this is accessible in the Provide Enterprise system if authorization is granted. Mr. Wall indicated he will look into getting the necessary authorization.

The Ending the HIV Epidemic (EHE) Request for Proposals (RFP) closed in late June and the County is in the Cone of Silence.

Next week (Monday-Thursday) the Florida Comprehensive Planning Network (FCPN) will be meeting in Tama. Once again there were some delays with communication and planning due to staffing shortfalls at the Florida Department of Health.

• Part B Marlen Meizoso

Marlen Meizoso reviewed the April Part B report. For the month of April 2023, 107 clients were served at an expense of \$51,939.44.

• .ADAP Dr. Javier Romero

Dr. Javier Romero reviewed the June 2023 ADAP report, as of July 5, 2023, including data on enrollments, pharmacy and insurance expenditures, program updates, medication additions, and current pharmacy listings. The client figures are low because of the changes to the enrollment eligibility period to 366 days. The next reporting period is November. Program updates were reviewed. There has been no news on any additional pharmacies being added in July. Pharmacy selection is a clients choice only.

• General Revenue Marlen Meizoso

Mrs. Meizoso reviewed the May 2023 General Revenue report. In the month of May 2023, 2,047 clients were served for \$614,267.53 in expenditures. Year-to-date expenditures total were \$3,732,552.93.

• Vacancies Marlen Meizoso

Mrs. Meizoso reviewed the June 2023 vacancy report which indicated there are twelve vacancies for members of the affected community on the Partnership, with Mr. Downs' passing. Current vacancies on the Care and Treatment Committee total seven although six are listed including seats for members of the affected community since Ryan Roelans resigned. Mr. Roelans suggested Jennifer Ellison, who works in the Outreach Department at Better Way as a member. Ms. Ellison was present and indicated her interest. The Committee voted to accept Ms. Ellison as a member. Staff urged members and guests to share vacancy information with clients or invite them to upcoming trainings and meetings.

Motion to accept Jennifer Ellison as a member of the Care and Treatment Committee.

Moved: Dan Wall Seconded: Etelvina Alcala Motion: Passed

VIII. Standing Business

None

IX. New Business

• YR 2023 Sweeps 2 Reallocation and YR 2022 Carryover

All

The Committee reviewed the FY 2023-24 Minority AIDS Initiative (MAI) Carryover and Reallocation funding sheets. There were reductions of \$90,000 from one service category and

proposed reallocations to two service categories, Medical Case Management, and Outpatient/Ambulatory Health, which are high use categories. The Committee made a motion to reallocate the funds as indicated below.

Motion to reallocate FY 2023-24 (YR 33) MAI funding for total proposed allocations as follows, \$943,920 to Medical Case Management and \$1,241,041 to Outpatient/Ambulatory Health Services.

Moved: Dan Wall Seconded: Rick Siclari Motion: Passed

Under MAI Carryover funding there was \$1,074,304 available to reallocate, and the Committee divided the evenly between Medical Case Management and Outpatient/Ambulatory Health Services.

Motion to allocate MAI Carryover funds as follows: \$537,152 to Medical Case Management and \$537,152 to Outpatient/Ambulatory Health Services.

Moved: Dan Wall Seconded: Rick Siclari Motion: Passed

Under Ryan White Part A funding there was \$2,773,261 swept out of several categories and over \$5 million dollars in requested funds. It is expected that with current expenditure patterns and client loads, the program may expend the majority of the funding. The Committee opted to fund the categories as indicated below.

Motion to reallocate FY 2023-24 (YR 33) Formula and Supplemental grant funding for total proposed allocations as follows:

- \$6,174,853 to Medical Case Management;
- \$14,555 to AIDS Pharmaceutical Assistance;
- **\$8,503,003** to Outpatient/Ambulatory Health Services;
- **\$3,388,975** to Oral Health Care;
- \$345,700 to Health Insurance Services;
- \$107,844 to Mental Health Services;
- \$1,701,206 to Substance Abuse Residential;
- \$38,128 to Substance Abuse Outpatient;
- \$186,688 to Medical Transportation;
- \$230,896 to Outreach; and
- \$122,449 Other Professional Services (Legal).

Moved: Dan Wall Seconded: Dr. Mary Jo Trepka Motion: Passed

Because there was a conflicted member under the Food Bank categories these motions were made separately. The conflicted member stated his conflict and left the meeting for the duration of the vote. Additional money was added to the Food Bank service category since it is currently underfunded and last fiscal year spent over \$2 million dollars. If expenditures continue to grow, some cost savings measures may need to be reimplemented (e.g., letter of medical necessity).

Motion to reallocate FY 2023-24 (YR 33) Formula and Supplemental grant funding of \$1,179,244 to Food Bank.

Moved: Dan Wall Seconded: Maria Henriquez Motion: Passed

Motion to allocate 100% of Part A Carryover funding (\$723,098) to Food Bank. Moved: Dan Wall Seconded: Maria Henriquez **Motion: Passed**

Following the Food Bank votes returned to the meeting and will fill out form 8B.

2022 Ryan White Program (RWP) Utilization

Dr. Robert Ladner

Dr. Robert Ladner reviewed the Ryan White Program FY 2022 Ryan White Program Utilization Data. In FY 2022, the program served 8,590 clients, expended over \$22 million dollars, and the average cost per client was \$2,604 (highest in the last five years). Tables sorted alphabetically and by highest clients and expenditures were included. Additional summary information and details of access to each service category by ethnicity/race/gender were also reviewed.

Other Funding

Marlen Meizoso

Mrs. Meizoso reviewed the Other Funding presentation which provided background on other funding for services using information from the annual Women, Infants, Children and Youth (WICY) survey which request HIV specific funding for Parts B-D, General Revenue, and the other providers. This information was distributed and is included in the lower portion of the Dashboard cards.

Medicaid expenditure and demographics were also provided. There has been an increase of 12% in clients served and 10% in total expenditures from FY 2019-20 to FY 2021-22. As in prior years, Medicaid demographic data from the past three years were presented. Black/African Americans continue to be the largest ethnic group served by Medicaid (44%). Also, the program served slightly more men (54%) than women.

Dashboard Guide and Cards

Marlen Meizoso

Mrs. Meizoso reviewed the Tools for Needs Assessment: 2023 Guide to Dashboard Cards. This document explained how to read the Dashboard Cards, new items for 2023, and how to use the document. She reviewed the different sections of the dashboard cards and explained the sources of the various data, combining information from five years of utilization and priorities, a trend designation (e.g., up, down), other funders for HIV direct and support services, and notes on important items to consider for each service.

Reminders and Next Steps

Marlen Meizoso

Mrs. Meizoso reviewed the Reminders and Next Steps presentation which detailed the location of materials, remaining topics, and next meeting dates. The Committee was urged to review the online needs assessment book, which contains all materials and is updated for each meeting.

X. Announcements and Open Discussion

All

Mrs. Meizoso announced that the Library is not available on the first Thursday of the month for the remainder of the calendar year.so meetings have been moved to the second Thursday, for August-October and December. In November, the meeting will be the second Wednesday. Dates are still subject to change, but members should take note. Also, at the end of today's meeting an evaluation survey will be emailed to all to complete.

Rick Siclari presented Keri Kratofil who will be replacing him shortly as CEO of Care Resource, once he retires.

No open discussion items were suggested.

XI. Next Meeting

Dr. Mary Jo Trepka

The next meeting is scheduled for Thursday, August 17, 2023, at the Miami-Dade County Main Library Auditorium, 101 West Flagler Street, Miami, FL 33130, from 10:00 a.m. to 1:00 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 12:41 p.m.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

| LAST NAME—FIRST NAME—MIDDLE NAME Siclari, Richard | | NAME OF BOARD, CO Miami-Dade HIV | | AUTHORITY, OR COMMITTEE nip | |
|---|------------|--|--------------------------------|--------------------------------|--|
| MAILING ADDRESS | | THE BOARD, COUNCIL WHICH I SERVE IS A U | | FORITY OR COMMITTEE ON | |
| CITY | COUNTY | □ CITY | | □ OTHER LOCAL AGENCY | |
| | Miami-Dade | | NAME OF POLITICAL SUBDIVISION: | | |
| July 13, 2023 | | MY POSITION IS: | □ ELECTIVE | ☑ APPOINTIVE | |

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

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ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

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APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

• You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- · The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- · You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the
 meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the
 agency, and the form must be read publicly at the next meeting after the form is filed.

| DISCLOSURE OF LOCAL OFFICER'S INTEREST | | | | | |
|--|--|----------------------|--|--|--|
| I, Richard Siclari | , hereby disclose that on July 13 | , ₂₀ 23 : | | | |
| (a) A measure came or will come before m | y agency which (check one or more) | | | | |
| inured to my special private gain or | loss; | | | | |
| inured to the special gain or loss of | my business associate, | ; | | | |
| inured to the special gain or loss of | my relative, | ; | | | |
| inured to the special gain or loss of | | , by | | | |
| whom I am retained; or | | | | | |
| inured to the special gain or loss of | Food for Life Network | , which | | | |
| is the parent subsidiary, or sibling o | rganization or subsidiary of a principal which has retained me. | | | | |
| (b) The measure before my agency and th | e nature of my conflicting interest in the measure is as follows: | | | | |
| for which Food for Life Network is | | | | | |
| | violate confidentiality or privilege pursuant to law or rules governing attorneys, a puthe disclosure requirements of this section by disclosing the nature of the interest in conflict. | | | | |
| | | | | | |
| 7/13/2023 | | | | | |
| Date Filed | | | | | |

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.