



**Medical Care Subcommittee Meeting  
Behavioral Science Research  
2121 Ponce de Leon Blvd., Ste. 240  
Coral Gables, FL 33134**

**September 22, 2023 Minutes**

*Approved November 17, 2023*

#	Members	Present	Absent	Guests
1	Baez, Ivet		X	Ana M. Nieto
2	Cortes, Wanda	X		Sanique Olkuch
3	Dougherty, James	X		Carla Valle-Schwenk
4	Friedman, Lawrence		X	
5	Goubeaux, Robert	X		
6	Llambes, Stephanie		X	
7	Miller, Juliet	X		
8	Thornton, Darren		X	
9	Romero, Javier	X		
10	Ysea, Cristhian A.		X	
<b>Quorum: 4</b>				<b>Staff</b>
				Robert Ladner
				Marlen Meizoso

All documents referenced in these minutes were accessible to both members and the general public prior to (and during) the meeting, at [www.aidsnet.org/meeting-documents](http://www.aidsnet.org/meeting-documents).

**I. Call to Order** *Dr. Robert Goubeaux*

Dr. Robert Goubeaux, Subcommittee Chair, called the meeting to order at 9:54 a.m. He introduced himself and welcomed everyone.

**II. Introductions** *Dr. Robert Goubeaux*

Dr. Goubeaux requested members and guests introduce themselves around the room.

**III. Meeting Housekeeping** *James Dougherty*

James Dougherty, Subcommittee Vice Chair, reviewed the meeting rules and housekeeping presentation, which provided the ground rules and reminders for the meeting. He identified Behavioral Science Research Corp. (BSR) staff as resource persons for the meeting.

**IV. Floor Open to the Public** *James Dougherty*

Mr. Dougherty read the following:

*“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. BSR has a dedicated phone line and email 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 Subcommittee reviewed the agenda and requested a new item for discussion under new business. Walgreens labeling will be added after the current new business item.

**Motion to accept the agenda with the addition.**

**Moved: James Dougherty**

**Seconded: Juliet Miller**

**Motion: Passed**

**VI. Review/Approve Minutes of August 25, 2023**

*All*

Members reviewed the minutes of August 25, 2023, and made a motion to approve the minutes as presented.

**Motion to accept the minutes of August 25, 2023, as presented.**

**Moved: Juliet Miller**

**Seconded: Wanda Cortes**

**Motion: Passed**

**VII. Reports**

▪ **Ryan White Program**

*Carla Valle-Schwenk*

Carla Valle-Schwenk referenced July 2023 Ryan White Program expenditure reports as of September 13, 2023:

- A total of 7,523 unduplicated clients have been served which is an increase of 300 over last month.
- Test and Treat/Rapid Access data (March 1, 2023-September 13, 2023) indicates the following clients have entered the program: 146 new to care clients, 160 new to Ryan White Care, and 99 return to care. Sixty percent of clients were virally suppressed.
- The Ending the HIV Epidemic Requests for Proposal (EHE RFP) recommendations have been forwarded to the Mayor. Three components are being suggested - housing stability, health tech, and mobile go teams.
- The Integrated Plan will be discussed at a call with HRSA/CDC next week.
- The Florida Comprehensive Planning Network (FCPN) is compiling the data from their needs assessment survey and will share Miami-Dade County specific data shortly.
- Medicaid unwinding has had minimal impact on client enrollment, with about 100 clients registered.

▪ **ADAP Program**

*Dr. Javier Romero*

Dr. Javier Romero reviewed the August 2023 AIDS Drug Assistance Program (ADAP) report as of September 5, 2023, including enrollments, expenditures, prescriptions, premium payments, and program updates. Open enrollment starts in November. As of September 30, Winn Dixie will no longer be a provider of pharmacy services since the chain's new owners, Aldi, are discontinuing pharmacy services. There are still some issues with clients being transferred to other pharmacies without consent.

▪ **Vacancy Report**

*Marlen Meizoso*

Marlen Meizoso referenced the membership vacancy report indicating several vacancies on the Subcommittee and on the Partnership. If anyone knows of individuals interested in membership, they may contact staff, invite them to attend a meeting, or invite them to attend any Partnership training.

### **VIII. Standing Business**

#### **▪ July 2023, ADAP Formulary Additions Review**

*All*

In July, the ADAP program added several items to their formulary and the Subcommittee evaluated them for inclusion in the Ryan White Prescription Drug formulary. Forty-six medications were listed by therapeutic and pharmacologic classification. Discussion included estimated cost, likely usage, and conditions the medications would treat. Adding the medications would allow for clients to access the cost-sharing component under the health insurance service category if they have insurance. While some of the medications are slightly costly, these would be accessed most often through the ADAP program and not the Part A program. Last year, Part A AIDS Pharmaceutical expenditures totaled less than \$4,000 for the year. The Subcommittee approved all the medications.

**Motion to add to the Ryan White Prescription Drug Formulary the medications listed on the July 2023 ADAP Prescription Drug Formulary Additions, as presented. .**

**Moved: James Dougherty**

**Seconded: Dr. Javier Romero**

**Motion: Passed**

#### **▪ Dear Colleague Letter on Aging**

*All*

As reported at the last meeting, the Care and Treatment Committee suggested that the Medical Care Subcommittee develop a “Dear Colleague Letter” to highlight the importance of addressing health issues for clients over 50 years of age. Subcommittee member reviewed the draft letter and made additional edits as follows:

- Change all “50 years old” to “50 years of age”;
- Change “Fiscal Year 22” to “2022”;
- Add “an” after “lead to” and change “early” to “earlier”;
- Change “MD” to “DO” in signature line; and
- Staff will attempt to reduce margins to fit location.

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

**Moved: Juliet Miller**

**Seconded: Wanda Cortes**

**Motion: Passed**

#### **▪ Review: RWP Primary Medical Care Standards pgs. 1-8**

*All*

The Subcommittee began reviewing pages 1-8 of the Ryan White Program Minimum Primary Medical Care Standards. Based on the discussion, the Subcommittee suggested:

- Pg. 2, delete item “g” since this link is for European guidelines; all the items afterwards will be renumbered;
- Pg. 3, add “a” between “If client knows” under item 2;
- Pg. 11, add space to footnote number 6;

- Pg. 3 and onward, change ARV to ART as appropriate; and
- Pg. 8, add “d” to “indicate”, and add parentheses items detail in e.g.

At the next meeting, the Subcommittee will continue its review of the remaining sections of the document. Staff will share the document in advance of the meeting, so comments can be provided and collected before the meeting.

**IX. New Business**

▪ **YR 22 RWP Utilization: OAHS, HIPCSA and APA** *All*

Mrs. Meizoso reviewed the YR 22 Ryan White Utilization presentation focusing on outpatient/ambulatory health services (OAHS), health insurance premium and cost-sharing assistance (HIPCSA), and AIDS pharmaceutical assistance (APA). The program served 8,590 clients in YR 2022, and expended over \$22 million dollars. The average cost per client was \$2,604, which is higher than the past four years. Services by total clients and expenditures were briefly reviewed including more detailed information on the three services previously mentioned.

▪ **Walgreens Labeling** *All*

The Subcommittee was made aware that at a Walgreens pharmacy a client received ART medication which had the indication of HIV printed on the label. This is problematic because of issues of disclosure. The pharmacy is required to write the prescriptions as written. Additional information is needed to address this lapse. Physicians do not usually write the patient diagnosis on the signetur line of the prescription. A medical resident may have written the prescription, but this will need to be checked.

**X. Announcements and Open Discussion** *All*

Mrs. Meizoso presented the calendar of activities to-date highlighting next month’s topics including addressing an oral health care request.

Open discussion is a new 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. Robert Goubeaux*

The next Subcommittee meeting is scheduled for Friday, October 27, 2023, at 9:30 a.m. at BSR. Two members indicated they will not be able to attend. Mrs. Meizoso indicated that she will ask members if they can attend prior to sending out the notice.

**XII. Adjournment** *Dr. Robert Goubeaux*

Dr. Goubeaux requested a motion to adjourn.

**Motion to adjourn.**

**Moved: James Dougherty** **Seconded: Juliet Miller** **Motion: Passed**

The meeting adjourned at 11:12 a.m.