



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

**October 25, 2024 Minutes**

*Approved November 22, 2024*

#	Members	Present	Absent	Guests
1	Baez, Ivet		X	Ana M. Nieto
2	Dougherty, James		X	Sanique Olkuch
3	Friedman, Lawrence	X		
4	Goubeaux, Robert		X	
5	Miller, Juliet	X		
6	Romero, Javier	X		<b>Staff</b>
7	Serrano-Irizarry, Yendi	X		Frank Gattorno
8	Ysea, Cristhian A.	X		Karen Hilton
<b>Quorum: 4</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 <https://aidsnet.org/the-partnership#mcsc1>.

**I. Call to Order**

*Cristhian Ysea*

Cristhian Ysea, Subcommittee Vice Chair, called the meeting to order at 9:36 a.m. He introduced himself, provided an overview of the work for today’s meeting, and welcomed everyone.

**II. Introductions**

*All*

Mr. Ysea requested members, guests, and staff to introduce themselves.

**III. Meeting Housekeeping**

*Cristhian Ysea*

Mr. Ysea reviewed the meeting housekeeping presentation indicating people first language, meeting protocols, and the location of Subcommittee items online

**IV. Floor Open to the Public**

*Cristhian Ysea*

Mr. Ysea 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 several changes were requested. Since the Chair was not available, all locations where his name is listed should indicate the Vice Chair, Christian Ysea. Staff also requested the addition of the 2025 Officer Elections, and Outcome Measures Related to Medical Care to be added under New Business. The Subcommittee made a motion to adopt it as discussed.

**Motion to accept the agenda as discussed.**

**Moved: Dr. Javier Romero**

**Seconded: Dr. Lawrence Friedman**

**Motion: Passed**

**VI. Review/Approve Minutes of July 26, 2024**

*All*

Members reviewed the minutes of July 26, 2024, and approved them as presented.

**Motion to accept the minutes of July 26, 2024, as presented.**

**Moved: Dr. Lawrence Friedman**

**Seconded: Yendi Serrano-Irizarry**

**Motion: Passed**

**VII. Reports**

▪ **Ryan White Program**

*Ana Nieto*

Ana Nieto reviewed the current Ryan White Program expenditures and clients served. Four contracts are pending execution, and the Jackson contract is out for signature. The Ryan White and Ending the Epidemic grants were submitted on time in October.

▪ **AIDS Drug Assistance Program (ADAP)**

*Dr. Javier Romero*

Dr. Javier Romero reviewed the September 2024 ADAP report as of October 11, 2024, including enrollments, expenditures, prescriptions, premium payments, and program updates. Client numbers are lower since most clients enroll between November-June. Cabenuva utilization is back to November usage rates. November 1 is the start of Affordable Care Act open enrollment, although CMS has yet to release the insurance plans. An updated list of pharmacies will be shared when available. Also on November 1, ADAP mail order delivery will restart with a courier service. Prime Therapeutics recently bought Magellan, but this will not affect any processes at this time. As a reminder, pharmacy choice is a client’s decision since there seems to be some confusion on this issue among medical case managers. Updates at the County Department of Health pharmacy include sending text reminders to clients. Clients should be encouraged to go the ADAP office at least one time a year so staff can review changes to the program since this information is not understood equally among clients.

▪ **Vacancy Report**

*Marlen Meizoso*

Ms. Meizoso referenced the October vacancy report indicating several vacancies on the Subcommittee and on the Partnership. The Mayor has appointed the pending applicants but there are still vacancies open on

the planning council. Sonya Wright has resigned from the Subcommittee so there is a vacancy for a mental health provider again. If anyone knows of any additional 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**

#### **▪ Referrals Flowchart**

*All*

Karen Hilton had volunteered to see if a referral flowchart was feasible as a singular tool for agencies. Her results indicated a referral flowchart among agencies is not feasible since each agency has their own established processes within and between agencies.

#### **▪ Service Descriptions: AIDS Pharmaceutical and Mental Health**

*All*

Per the edits discussed at the last meeting, a revised draft of the 2025 AIDS Pharmaceutical and Mental Health Service descriptions was reviewed. Additionally, the dates and rankings were updated. The Subcommittee reviewed the edits to both service descriptions and only indicated that some FY 2024 dates need to be updated. The Subcommittee then made a motion to accept the service descriptions as discussed.

**Motion to accept the AID Pharmaceutical Assistance service description with the changes noted.**

**Moved: Dr. Lawrence Friedman**

**Seconded: Dr. Javier Romero**

**Motion: Passed**

**Motion to accept the Mental Health Services service description with the changes noted.**

**Moved: Juliet Miller**

**Seconded: Dr. Lawrence Friedman**

**Motion: Passed**

### **IX. New Business**

#### **▪ Service Descriptions: Outpatient Ambulatory Health and Substance Abuse**

The Subcommittee reviewed the draft Outpatient Ambulatory Health service descriptions. Edits made included updating dates and ranking. Items highlighted in green will be updated in 2025 when the references are available. The Subcommittee recommended the following additional edits:

- On pg. 86, change language from “Physicians,...or other health care professionals...” to “licensed medical provider (MD, DO, APRN, PAs);
- On pg. 93, strike HAB HIV Performance Measures since these contradict the service standards.

The Subcommittee then made a motion to accept the service description as discussed.

**Motion to accept the Outpatient Ambulatory Health service description with the changes noted.**

**Moved: Dr. Lawrence Friedman**

**Seconded: Dr. Javier Romero**

**Motion: Passed**

The Subcommittee tabled discussion on the Substance Abuse service description since Mr. Dougherty was not at the meeting to provide input.

**Motion to table discussion of the Substance Abuse service description.**

**Moved: Juliet Miller**

**Seconded: Dr. Lawrence Friedman**

**Motion: Passed**

- **Minimum Primary Medical Care Standards**

Since the Committee did not meet last month, staff reviewed the plan to review the Minimum Primary Medical Care Standards. Extensive revisions have been made over the last year and a half so hopefully minimal updates will be needed. The first four pages can be reviewed, followed by the general section, then the HIV specific section, and finally the vaccines section.

- **Outcome Measures Related to Medical Care**

Dr. Robert Ladner indicated that there is a problem with outcome measures calculations. DHHS guidelines as indicated in the Minimal Primary Medical Care Standards require that most clients who are stable and virally suppressed have one viral load test annually thereby requiring them to see their medical provider annually. The HRSA performance measures for medical visits require one medical visit every six months at least 60 days apart. This means several agencies who are doing very well based on DHHS guidelines, are being identified as not meeting the measurement based on the HRSA guidelines. The Committee indicated they can look into the issue and see if any changes should be made to the Minimum Primary Care Standards. Instead of reviewing the first four pages, the Subcommittee suggested starting on page nine, which reflects the measures.

- **2025 Officer Elections**

Mrs. Meizoso announced that elections will be held in January and referenced the memo in the meeting packets. Both officers are eligible for reelection. At the November meeting, nominations will be accepted although nominations can also be made in January.

- **2025 Meeting Dates**

The Subcommittee reviewed their tentative 2025 meetings, and no changes were recommended. Staff will bring the agenda topics for the 2025 meetings to the next meeting.

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

Mrs. Meizoso announced the next New Member Orientation training is scheduled for November 6, 2024.

No open discussion items were shared.

**XI. Next Meeting** *Cristhian Ysea*

The next Subcommittee meeting is scheduled for Friday, November 22, 2024, at 9:30 a.m. at BSR. Members were encouraged to RSVP for the meeting to ensure quorum.

**XII. Adjournment** *Cristhian Ysea*

Mr. Ysea thanked everyone for participating in today's meeting and adjourned the meeting at 11:29 a.m.