



**Medical Care Subcommittee Meeting
Behavioral Science Research
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134**

January 24, 2024 Minutes

#	Members	Present	Absent	Guests
1	Baez, Ivet	X		Dr. Katrina Ciraldo
2	Dougherty, James	X		Ana M. Nieto
3	Friedman, Lawrence	X		Vanesa Rojas
4	Goubeaux, Robert		X	Carla Valle-Schwenk
5	Miller, Juliet	X		Kiesha Zephirin
6	Romero, Javier	X		
7	Serrano-Irizarry, Yendi	X		Staff
8	Ysea, Cristhian A.	X		Robert Ladner
Quorum: 4				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 *James Dougherty*

James Dougherty, Subcommittee Chair, called the meeting to order at 9:36 a.m. He introduced himself, provided an overview of the work for the meeting, and welcomed everyone.

II. Introductions *All*

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

III. Meeting Housekeeping *James Dougherty*

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

IV. Floor Open to the Public *Cristhian Ysea*

Cristhian Ysea, Vice Chair, 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. The presentation on methadone was requested to be the first item under “Standing Business” since the speaker on the topic had to leave no later than 10:30 a.m. Members made a motion to accept the agenda with the revision.

Motion to accept the agenda with the revision requested.

Moved: Ivet Baez

Seconded: Cristhian Ysea

Motion: Passed

VI. Review/Approve Minutes of November 22, 2024

All

Members reviewed the minutes of November 22, 2024. On page three of four, instead of “unit (?)” the item should be “cap”. The Subcommittee made a motion to accept the minutes with the change discussed.

Motion to accept the minutes of November 22, 2024, with the change as discussed.

Moved: Cristhian Ysea

Seconded: Ivet Baez

Motion: Passed

VII. Reports

▪ **Ryan White Program**

Carla Valle-Schwenk

Carla Valle-Schwenk reviewed the Ryan White Program (RWP) expenditures and clients served to date. As of the November report (printed 12/30/24), the RWP has served 8,772 unduplicated clients. All contracts have been executed. Amendments to contracts are in progress. Ryan White HIV/AIDS Program Services Report (RSR) instructions have been shared, and the portal will open February 3. A partial RWP Part A reward has been received, the remainder is pending. Affordable Care Act (ACA) enrollments currently total 2,881 enrollees.

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

Dr. Javier Romero

Mrs. Meizoso reviewed the December 2024 ADAP report as of January 6, 2025, including enrollments, expenditures, prescriptions, premium payments, and highlighted program updates. Dr. Javier Romero added that open enrollment for 2025 has ended. Additional details will be shared for the next report and will reflect an increase in clients.

▪ **Vacancy Report**

Marlen Meizoso

Mrs. Meizoso referenced the January vacancy report indicating several vacancies on the Subcommittee and on the Partnership. If anyone knows of any additional individuals interested in membership, they may contact staff, invite them to attend a meeting, or invite them to the next New Member Orientation.

VIII. Standing Business

▪ **Methadone Access and the Ryan White Program**

The Subcommittee continued their discussion on this issue from last month. Dr. Katrina Ciraldo, who works at the Comprehensive Psychiatric Center (CPC), provided information on the low access to methadone. CPC is one of two clinics licensed to provide the treatment. The low usage may be a lack of knowledge by providers and clients. Currently, the program has a contract with Thriving Minds with limited enrollment. There are 250 people on methadone at the clinic and of those about five are people with HIV. The center has a capacity of 1,700 clients per their DCF license. There are two locations, one in Palmetto Bay and the other in Miami Gardens. The average cash cost per person is \$396 per month, and requires eight to twelve urine tests per client per year. Once a client is on the medication, they are likely on the medication for life. The center is trying to work with insurance plans to cover the service.

This medication cannot be added to the RWP Prescription Drug Formulary because the medication can only be provided at licensed locations. The CPC would have to subcontract with a current provider or apply for services when the new RFP is released.

▪ **Oral Health Care Items: Service Descriptions and Standards**

Staff forwarded the Oral Health Care Service Description and Oral Health Care Standards to the former members of the Oral Health Care Workgroup for feedback, and no requests for edits were made to either document. The only related comment was not to reinstate the service cap per client, which may limit clients accessing services. The draft reviewed contained some updates on language to align with other service definitions. The Subcommittee requested staff provide some data on how many clients went over the \$6,500 limit to estimate potential impact. The Subcommittee will determine any additional edits to the oral health care service definition at the next meeting.

The Subcommittee reviewed the Oral Health Care Standards and request changing “dentist (DDS)” and “DDS” with licensed dental provider, on page five.

Motion to approve the Oral Health Care Standards with edits to licensed medical provider on page five.

Moved: Cristhian Ysea

Seconded: Yendi Serrano-Irizarry

Motion: Passed

▪ **Minimum Primary Medical Care Standards**

All

Staff provided the Subcommittee with redlined and clean versions of the Minimum Primary Medical Care Standards which were updated to IDSA recommendations. Because of the number of changes in the document, members were advised to review the two documents and if they wish to make any additional changes these can be brought to the next meeting.

▪ **Service Descriptions: Substance Abuse**

All

The edits to the 2025 Substance Abuse service descriptions included justification along with updates to dates, rankings, and corrections to scrivener’s errors. The Subcommittee decided to approve the draft as presented.

Motion to accept the Substance Abuse Outpatient Care and Substance Abuse Service (Residential) Service Description as presented.

Moved: Juliet Miller

Seconded: Ivet Baez

Motion: Passed

▪ **2025 Meeting Workplan Update**

Staff provided the Subcommittee with a 2025 meeting workplan with the updates requested at the last meeting. Any changes from today's meeting will be added to the workplan and brought back for the March meeting.

IX. New Business

▪ **2025 Officer Elections**

All

At the last meeting, the current officers were nominated for an additional term. With no other members interested in placing their names on the ballot at the meeting, the Subcommittee made a motion to reelect the current officers.

Motion to reelect the current officers, James Dougherty, Chair, and Cristhian Ysea, Vice Chair, for another year.

Moved: Dr. Lawrence Friedman

Seconded: Dr. Javier Romero

Motion: Passed

▪ **Annual Conflict of Interest Disclosures**

Subcommittee members were reminded to complete the annual Conflict of Interest Form in their meeting packets and return them to staff. Completion of the forms is a requirement based on the formulary policy and procedures. The annual Source of Income Statement that members need to complete should be available at the next meeting.

X. Announcements and Open Discussion

All

Mrs. Meizoso announced the next Get on Board training will be on Grantees on the Planning Council, on February 5, 2025.

No open discussion items were shared.

XI. Next Meeting

Cristhian Ysea

The next Subcommittee meeting is scheduled for Friday, February 28, 2025, at 9:30 a.m. at BSR.

XII. Adjournment

James Dougherty

Mr. Dougherty thanked everyone for participating in today's meeting and called for a motion to adjourn.

Motion to adjourn.

Moved: Dr. Lawrence Friedman

Seconded: Juliet Miller

Motion: Passed

The meeting adjourned at 10:53 a.m.