



**Care and Treatment Committee Meeting  
Care Resource Health Care Center, Midtown Miami  
3510 Biscayne Blvd, 1<sup>st</sup> Floor Community Room  
Miami, FL 33137**

**February 13, 2025 Minutes**

*Approved April 10, 2025*

#	Committee Members	Present	Absent
1	Fils Aime, Louvens		X
2	Gonzalez, Tivisay		X
3	Henriquez, Maria	X	
4	Leiva, German	X	
5	Mills, Vanessa		X
6	Shmuels, Daniel	X	
7	Santiago, Steven	X	
8	Shmuels, Diego	X	
9	Trepka, Mary Jo		X
<b>Quorum: 4</b>			

Guests	
Poblete, Karen	
Valle-Schwenk, Carla	
Staff	
Ladner, Robert	
Meizoso, Marlen	

All documents referenced in these minutes were accessible to members and the public prior to and during the meeting, at <https://aidsnet.org/the-partnership#caretreatment2>.

**I. Call to Order**

*Dr. Steven Santiago*

Dr. Steven Santiago, Chair, welcomed everyone and called the meeting to order at 10:20 a.m.

**II. Introductions**

*All*

Members, guests, and staff introduced themselves.

**III. Meeting Housekeeping**

*Dr. Diego Shmuels*

Dr. Diego Shmuels reviewed the housekeeping presentation which detailed meeting participation reminders, people first language use, and meeting etiquette including access to the meeting materials via the QR code on the agenda.

**IV. Floor Open to the Public**

*Dr. Diego Shmuels*

Dr. Shmuels 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 approved it as presented.

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

**Moved: Dr. Daniel Shmuels**

**Seconded: German Leiva**

**Motion: Passed**

## **VI. Review/Approve Minutes of January 9, 2025**

*All*

The Committee reviewed the minutes of January 9, 2025, and approved them as presented.

**Motion to accept the minutes of January 9, 2025, as presented.**

**Moved: Dr. Daniel Shmuels**

**Seconded: Dr. Diego Shmuels**

**Motion: Passed**

## **VII. Reports**

### **▪ Part A**

*Carla Valle-Schwenk*

Carla Valle-Schwenk reviewed Ryan White Program (RWP) expenditures and clients served to date. As of the December 2024 report, the RWP has served 9,094 unduplicated clients. Expenditures are almost 54% of dollars allocated under Part A and almost 46% under the Minority AIDS Initiative (MAI). Enrollment in the Affordable Care Act has reached 2,800 with 62 plans available. The last few RWP contract amendments are being finalized. The new fiscal year begins in a few weeks and so far, business is as usual. For clients who have concerns about traveling outside their homes, clients are encouraged to use telehealth services. If clients need blood draws, phlebotomy in the client's home could be done as long as there is a billing code for procedure. A partial award for Part A/MAI and Ending the Epidemic (EHE) has been received. Grant application scores were received: the FY 2025 Ryan White grant application scored 97 out of 100, and the FY 2025 EHE grant application scored 94 out of 100.

### **▪ Part B**

*Karen Poblete*

Karen Poblete reviewed the Part B expenditure report for November 2024, which indicated 390 clients were served at a cost of \$79,758.38. Emergency Financial Assistance (EFA) is the most utilized service.

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

*Marlen Meizoso for Dr. Javier Romero*

In Dr. Romero's absence, Marlen Meizoso reviewed the January 2025 ADAP report as of February 3, 2025, including enrollments, expenditures, number of prescriptions, premium insurance payments, and program updates.

### **▪ General Revenue (GR)**

*Marlen Meizoso for Angela Machado*

In Angela Machado's absence, Marlen Meizoso reviewed the December 2024 General Revenue report which indicated 357 clients were served for a cost of \$250,162.65.

▪ *Vacancies*

*Marlen Meizoso*

Mrs. Meizoso reviewed the vacancy report for February 2025. There are five opportunities for Ryan White Program clients and seven General Membership opportunities on the Partnership. There are also vacancies on all the committees and the subcommittee. On Care and Treatment, there are eight seats open with Dr. Trepka terming off this month. If attendees know of any interested applicants for the committees, please invite these persons to a committee meeting or training, or direct them to staff for further information.

▪ *Medical Care Subcommittee Report*

*Dr. Steven Santiago*

Dr. Steven Santiago reviewed the report which indicated the Subcommittee:

- ☐ Heard updates from the Ryan White Program and AIDS Drug Assistance Program (ADAP);
- ☐ Continued the review of the Minimum Primary Medical Care Standards;
- ☐ Elected officers James Dougherty (chair) and Cristhian Ysea (vice chair) for a second-term;
- ☐ Heard information on methadone access;
- ☐ Reviewed the service descriptions for Oral Health Care; and
- ☐ Discussed updates to 2025 meeting activities.

Following review and editing of the Oral Health Care Standards, the Subcommittee recommended the following motion:

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

**Moved: Dr. Diego Shmuels**

**Seconded: German Leiva**

**Motion: Passed**

Following review and editing of the service description for Substance Abuse Outpatient and Substance Abuse Service (Residential), the Subcommittee recommended the following motion:

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

**Moved: Dr. Diego Shmuels**

**Seconded: Dr. Daniel Shmuels**

**Motion: Passed**

The next Medical Care Subcommittee meeting is scheduled for February 28, 2025, at Behavioral Science Research Corp., 2121 Ponce de Leon Boulevard, Suite 240, Coral Gables, FL 33134.

**VIII. Standing Business**

▪ *February Draft: 2025 Capacity Survey*

*All*

At the last meeting, the Committee requested some additional edits which are reflected in the February 2025 draft. Upon reviewing the updated version, two additional edits to the first page were requested. Under question one, add a question inquiring if there are additional locations and how many. And, at the top of the survey, add a statement about answering questions keeping in mind all the locations in Miami-Dade County.

**Motion to approve the 2025 Provider Capacity Survey as discussed.**

**Moved: Dr. Diego Shmuels**

**Seconded: German Leiva**

**Motion: Passed**

▪ *Service Description Review: Outreach*

*All*

The Committee has requested some edits which are reflected in the draft in the meeting materials. Staff was tasked with finding out about the Take Control events. Upon inquiring with the Florida Department of Health, events do take place and the term refers to all testing events in the community. Under Ryan White from January 2022 to date, there was only one instance of the code being billed which was disallowed for missing information.

The Committee requested the addition of a code for Date to Care (D2C) which would cover activities related to the Data to Care project that will be undertaken by the County and FDOH-MDC.

**Motion to accept the Outreach service description as presented including the addition noted.**

**Moved: Dr. Daniel Shmuels**

**Seconded: Dr. Diego Shmuels**

**Motion: Passed**

**IX. New Business**

▪ *RWP FY 2024 Client Satisfaction Summary of Findings*

*Dr. Robert Ladner*

The Committee heard a presentation from Dr. Robert Ladner on the Summary of Findings from the Ryan White FY 2024 Client Satisfaction Survey. Aside from overall satisfaction, clients were queried on medical case management, oral health, and food bank services in detail. There has been an increase in very satisfied levels, but clients have issues with the amount of time it takes to get appointments. Some of this is due to the high turnover of Medical Case Managers. Inservice training needs to be developed to help Medical Case Managers. It was suggested that instead of a client satisfaction survey, to change the survey to explore clients' experience which may garner more opportunities for quality improvement. Additional data will be shared during the needs assessment.

▪ *Annual Source of Income Forms*

*All*

Staff reminded the Committee that the annual source of income forms were in their meeting packets and are due to the County before July 1. These should be completed and submitted immediately.

**X. Announcements and Open Discussion**

*All*

The next Get on Board training is scheduled for March 5, 2025, via Microsoft Teams. This training will cover the Ryan White Part A Program.

There were no open discussion items.

**XI. Next Meeting**

*Dr. Diego Shmuels*

The next meeting is scheduled for Thursday, March 13, 2025, at Care Resource from 10:00 a.m. to 12:00 p.m.

**XII. Adjournment**

*Dr. Steven Santiago*

With business concluded, Dr. Santiago thanked everyone for participating in the meeting and adjourned the meeting at 11:55 a.m.