

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**HEALTH SERVICES ADVISORY COMMITTEE**

**CHILDREN’S BOARD OF HILLSBOROUGH COUNTY, TAMPA**

**SEPTEMBER 17, 2015**

**1:30 P.M. – 3:00 P.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting was called to order by Priya Rajkumar, Co-Chair at 1:34 p.m. |
| **ATTENDANCE** | Members Present: Nicole Frigel, Maribel Martinez, Jim Roth, Priya Rajkumar, Bernice McCoy  Members Absent: Barry Rodwick, Chirag Amin, Peggy Wallace  Guests Present: Marc Betts, Martin Clemmons, Teri Fitzgerald, Allie Prendergast, Sonia Franco  Grantee Staff Present: Collette Lawson  Lead Agency Staff Present: Demarcus Holden, Shelley Taylor-Donahue  Health Council Staff Present: Samantha West, Lisa Nugent, Julie Gnage |
| **CHANGES TO AGENDA** | There were no changes to the agenda at this time. |
| **ADOPTION OF MINUTES** | **The minutes for June 18, 2015 were approved with no changes (M: Roth; S: Frigel).** |
| **CARE COUNCIL REPORT** | Jim Roth gave the Care Council report for the meeting held on September 2, 2015.  Nolan announced that there are HIV/AIDS resources available on www.thebody.com, including a column on Aging with statistics that are paralleling our local area’s Aging with HIV statistics.  Aubrey Arnold discussed that the Part A grant guidance was received last week on the 28th and the writing team is putting together a timeline and establishing deadlines for when specific sections should be completed. The application is due November 2nd. He announced that the draft narrative will be available electronically for those who are interested in seeing it. There is generally a 5 day turn-around on receiving the draft copy. The Grantee will be asking for $10.792 million this year, an increase of 5% over last year’s award. The Grantee will likely not find out the status of the award until February. Aubrey also mentioned that the Request for Application (RFA) closed.  The Grantee’s office is continuing to work on the roll out and implementation of the new Part A database, E2. It is set to launch on January 1, 2016. Aubrey explained that last year’s Part A carryover funds of $97,000 were approved. He also mentioned that he will be going to the United States Conference on AIDS (USCA) during the week of September 8th along with various other Care Council members and staff.  Shelley Taylor-Donahue announced that there is an updated schedule for AIDS Drug Assistance Program (ADAP) participants. She also mentioned that the updated ADAP Eligibility Manual has arrived. It can be found on the Department of Health’s website. The Lead Agency has paper copies for anyone who needs one. Eligibility trainings are available online.  The Lead Agency has hired a new contract manager, Uneeda Brewer, who will be starting on September 14th.  Shelly also discussed that the Florida/Caribbean HIV/AIDS Education and Training Center (AETC) online modules are no longer available. They will likely be transferred to the Health Department’s website, but the transition has not happened yet.  Shelley also announced that open enrollment for the Affordable Care Act (ACA) Marketplace as well as Medicaid is from November 1, 2015 - January 31, 2016.  Samantha West discussed that the Suncoast Health Council staff are beginning to start writing sections of the Part A grant application. She also reminded members who are eligible for mileage reimbursement to submit all forms monthly to Julie Gnage.  One new member application was presented and passed by acclamation. The Care Council welcomed Bernice McCoy as a voting member  The slate for the Chair and Vice-Chair elections was presented and passed by acclamation. The Care Council welcomed Martin Clemmons, Jr. as Chair and Brandi Geoit as Co-Chair.  A bylaw revision regarding excused absences was reviewed and passed by acclamation.  Aubrey thanked Nolan Finn for his service as Chair of the Care Council and presented him with a certificate and gavel on behalf of the Care Council.  The next Care Council meeting will be held on October 7, 2015. |
| **ELECTION OF CHAIR AND CO-CHAIR** | **Jim Roth nominated Priya Rajkumar for Chair and Bernice McCoy for Co-Chair. The nominations passed by acclamation.** |
| **MEETING DAY, TIME AND LOCATION** | **The committee approved by acclamation to continue to meet quarterly on the third Thursday of the month at 1:30pm at the Children’s Board of Hillsborough County.** |
| **COMMITTEE WORKPLAN** | **The committee voted on a new work plan for the next year. (M: Roth, S: Clemmons)** |
| **PHARMACY FORMULARY REVIEW** | Marc Betts from Hillsborough Health Department’s mail order pharmacy discussed the current medication formulary. He noted that the formulary has been open for the last 15 years. The only restrictions have been cost, for example Hepatitis C medications that can cost up to $2,800 per month. The formulary was reduced to HIV-specific medications only when the state ADAP reduced services, which impacted the volume of clients requesting services from the local AIDS pharmaceutical program (LPAP). The program is now back to an open, wrap-around formulary. Marc presented a 12-month utilization report for the LPAP.  A member asked if over-the-counter and free medications could be taken off the formulary. Marc discussed the benefits of leaving these medications on the formulary including ease of access for clients. He also noted that $200,000 to $300,000 has been given back to the grantee the past few years from the pharmacy sub-grantee as they have not utilized all of their allocated funds. The group agreed to monitor utilization of these medications.  A member discussed including birth control on the formulary as they were told previously that it was not included. The discussion was tabled as the group would like to gather more information from the community regarding birth control need as well as clinical distribution guidance before making a decision.  Marc was asked what medications are not included on the current formulary. He noted Hepatitis C medications, Viagra and Cialis. He said he has not experienced any clients who have requested for birth control. Marc detailed the process for obtaining a controlled substance through the LPAP. |
| **QUALITY MANAGEMENT UPDATE**  **AFFORDABLE CARE ACT/ADAP/AICP UPDATE** | The last round of Part A client survey results were sent to providers. The survey for Part B clients is currently being distributed.    Shelley Taylor-Donahue announced that there are staff changes at the ADAP office. She urged organizations with case management programs to remind clients not to automatically renew marketplace plans as there are plans that ADAP does not support. |
| **ANNOUNCEMENTS/**  **COMMUNITY CONCERNS** | National Gay Men's HIV/AIDS Awareness Day will be on September 27th. Metro Wellness & Community Centers will host Healthcare Fair to celebrate the day on the 26th at Central Solstice in the Edge District, Corner of 10th and Central Avenue, St. Pete next to the Amsterdam in conjunction with Pinellas Planning Partnership (PPP)**.** |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 2:51 p.m. |