

WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

GOTOWEBINAR

**WEDNESDAY, MAY 6, 2020**

**1:30 P.M. – 3:30 P.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting of the Ryan White Care Council was called to order by Nolan Finn, Chair, at 1:36 p.m. Staff, Naomi Ardjomand-Kermani, opened the meeting with an introduction to the GoToWebinar platform and guided members through several ways in which votes and questions will be taken. |
| ROLL CALL AND INTRODUCTIONS | See attached attendance list. |
| CHANGES TO AGENDA | None. |
| ADOPTION OF MINUTES | **The minutes for March 4, 2020 were approved (M: Freeman- Foster, S: Devine) (14 yes, 0 no, 0 abstain)** |
| CHAIR/VICE CHAIR’S REPORT | Chair, Nolan Finn, announced that the National Ryan White conference will now be held virtually in August. He informed members that David Cavalleri was on the call and members should have received e-mails to participate in the administrative mechanism. At this time very few Council members have responded to the survey and he emphasized the need for them to do so. |
| MOMENT OF SILENCE | Chair, Nolan Finn, asked members to take a moment of silence in honor of those we love who have passed, are living with, or are soon to be diagnosed with HIV. Finn requested that we include those who have been lost or affected by COVID-19. |
| RECIPIENT’S REPORT | Recipient, Aubrey Arnold, spoke a bit more to the fact that meetings will be held virtually until further notice. He thanked Naomi and MT for their help in facilitating this method.  One big announcement is that the full Part A award was received in early April in the amount of $10,484,379, a little over 1% increase from last year. Discussion as to how these additional funds will be spent will take place at the upcoming RPARC meeting. The Recipient launched a survey to assess the community’s greatest needs in order to best distribute the funds and recommendations being brought to RPARC are based on the results of this survey.  The Ending the HIV Epidemic (EtHE) is in the final stages of preparing for launch and request for applications (RFA) have been finalized and will be released shortly. The procurement schedule and RFA announcement will be publicized, which will include a virtual pre-submittal conference. He reminded Council members that the two services to be funded through EtHE, in year one, will be an expansion of the HIV Education and Risk Reduction (HERR) and Early Intervention Services (EIS) programs in both Hillsborough and Pinellas Counties. Part A received about $800,000 in EtHE grant funds that will be released through this procurement opportunity.  An additional grant was received through the 2020 Coronavirus Aid, Relief and Economic Security (CARES) Act which came unexpectedly on April 15. A total of $558,000 in COVID funding was received for the Tampa/St. Petersburg Eligible Metropolitan Area (EMA). These funds will be used to support providers who have incurred unexpected costs associated with the pandemic. The costs may include the purchase of cleaning supplies and kits for clients, strengthening network hardware with laptops requested by various providers, Personal Protective Equipment (PPE), and a variety of other supplies and costs associated with COVID. These funds can be used as far back as costs incurred retroactively up to January 20th, 2020.  Arnold went on to remind members that we are entering the 2nd year of the capacity building and technical assistance grant around infrastructure for e2Hillsborough database. We are nearing end of year one for $100,000 annual award to expand reporting components and quality management dashboards. A training around implementation of these dashboards will be forthcoming. Year 2 of this funding will begin July 1, 2020.  The EMA is now operating under 4 different HIV grants through Health Resources and Services Administration (HRSA) that the Recipient’s office will be required to manage. Despite challenges, due to COVID-19, all provider networks are open and transitioning to various forms of telehealth to ensure our safety while continuing business.  The National Ryan White Conference in-person conference has been cancelled but will be held virtually around the same dates in August. The upcoming bi-annual Florida Comprehensive Planning Network (FCPN) meeting will be held virtually as well. Going forward all meetings will be held virtually until we enter a recovery period with COVID. The Council will be using GoToWebinar for various meetings that Council holds.  A new Hillsborough County administrator, Bonnie Wise, will be taking the helm from Mike Merrell as he retires on July 1, 2020. The commissioners voted 5-2 in favor of Bonnie, who currently serves as the county Chief Financial Officer (CF), becoming the County Administrator. She has been with the Hillsborough County government for about a decade now.  Council member, Kayon Henderson with Housing Opportunities for People with AIDS (HOPWA), then informed Arnold that HOPWA received an additional $1 million in COVID funds. Henderson asked to discuss how to partner with new agencies to administer these funds, as they are needed by the community. Arnold responded that he will follow up with HOPWA upon adjournment of the Council meeting.  Chair, Nolan Finn, then asked Aubrey if some of these funds can be used to support the AIDS Drug Assistance Program (ADAP) and insurance program as many individuals are experiencing unemployment. Arnold stated that funds will be used towards these areas. |
| LEAD AGENCY REPORT | Lightsey announced that Yashika Everhart will be the new grants manager, starting May 15, 2020. Everhart will be overseeing the Lead Agency and ADAP program. He hopes to have expenditure reports to share with RPARC at the May 14, 2020 meeting. The new funding year began April 1, 2020. Pinellas’ EtHE has received their planning dollars, but still awaits the implementation dollars. Their next meeting will be held on May 8, 2020 by way of the Zoom virtual platform. Members can also access this meeting through theburgcares.com and The Burg Cares Facebook page. They will report on their focus group findings at this meeting and hope to keep everyone engaged through song, dance, and conversation.  He has interviewed applicants for both open contract manager positions and hopes to have them all on board by the end of the month. |
| CARE COUNCIL PLANNING STAFF REPORT | Planning Council Staff, Naomi Ardjomand-Kermani, reiterated that GoToWebinar will be utilized for all Council and committee meetings for the foreseeable future. |
| COMMITTEE REPORTS | **A. Community Advisory Committee (CAC) – Naomi Ardjomand-Kermani, Staff**  CAC did not meet in March or April due to COVID-19 quarantine executive orders.  CAC will meet again on May 28, 2020 at Francis House at 1:30 p.m.  **B. Health Services Advisory Committee (HSAC) – Naomi Ardjomand-Kermani, Staff**  HSAC did not meet in April 2020 due to the COVID-19 quarantine executive orders.  HSAC will meet again on June 18, 2020 at 1:30 p.m. through the GoToWebinar virtual platform.  **C. Membership - Tonicia Freeman-Foster, Chair**  The membership committee did not meet in March or April 2020 due to COVID-19 quarantine executive orders. The Mission and Vision Statements were reviewed last at their February 2020 meeting, with the following revisions made:   1. **Care Council Mission and Vision Statement**   The Membership Nominations, Recruitment, and Training Committee has conducted a review of the Care Council’s Mission and Vision Statements.    Please note that the additions to the statements are underlined and deletions are ~~struck through~~.    **Mission Statement**    ~~We are a planning body that assesses needs, plans, allocates resources, and evaluates HIV/AIDS services to improve the lives of those infected and affected.~~    The mission of the West Central Florida Ryan White Care Council is to manage a high quality, cost-effective, easily accessible, culturally responsive, and comprehensive continuum of care that improves the lives of all individuals living with and impacted by HIV.    **Vision Statement**    ~~We assure a quality, cost-effective, accessible, culturally competent, comprehensive continuum of care for all HIV infected and affected populations.  We:~~    ~~•Expand and increase collaboration among stakeholders.~~  ~~•Support the reduction of the spread of HIV/AIDS through early intervention and prevention efforts.~~  ~~•Involve PLWH who represent the diverse populations we serve.~~    A community where all persons living with and vulnerable to HIV have access to the resources and support necessary to lead healthy lives.  **Action Required**    **THAT THE CARE COUNCIL APPROVE AND ADOPT THE REVISED CARE COUNCIL MISSION AND VISION STATEMENTS.**  **The revised mission and vision statements were approved (S: Laffrey) (14 yes, 0 no, 0 abstain).**  The Membership Committee will meet next on May 18, 2020 at 11:00 a.m. through the virtual GoToWebinar meeting platform.  Council Chair, Nolan Finn, thanked the committee for all their effort in making thoughtful revisions to the Mission and Vision Statements.  **D. Planning & Evaluation Committee (P&E) – Kirsty Gutierrez, Chair**  P&E last met on March 12, 2020 at Empath Partners in Care (EPIC) Suncoast Hospice Garden House, in Clearwater. The Epidemiology and Care Continuum reports were reviewed by members at that time. Members also reviewed Ryan White Membership demographics, provided by the Recipient’s office.   1. **2019-2020 Epidemiology Report**   Staff, Naomi Ardjomand-Kermani, then guided Council members through the 2019-2020 Epidemiology Report. Ardjomand-Kermani pointed out that HIV incidence continues to rise, whereas the incidence of AIDS has decreased in the EMA. They went on to specifically note all new cases of HIV by each county, within the total service area (TSA), along with how these cases have affected each racial category. The Black population continues to bear the greatest burden of new case of HIV and the most common mode of transmission continues to be Men who have Sex with Men (MSM).  The Epidemiology Report is one component of the Needs Assessment. The report examines the following demographic characteristics: gender, ethnicity, county of residence, mode of transmission and age at diagnosis. Information is provided by geographic area including Total Service Area (TSA), Eligible Metropolitan Area (EMA) and non EMA counties. Incidence data is also provided to assess the increases and decreases in the epidemic.  **Action Required**  **THAT THE CARE COUNCIL ACCEPTS THE 2019-2020 EPIDEMIOLOGY REPORT.**  **The revised mission and vision statements were approved S: Freeman-Foster) (14 yes, 0 no, 0 abstain)**   1. **2019 Care Continuum**   Ardjomand-Kermani went on to review the 2019 Care Continuum Report with Council members. Ardjomand-Kermani pointed out the differences along the continuum between the total population of people with living HIV and those living with HIV who are receiving Ryan White services. They continued by reviewing the three minority populations most disproportionally affected by HIV: Black individuals, MSMs, and heterosexual women. These numbers support evidence that engagement in Ryan White services results in greater rates of suppressed viral loads.  The Tampa-St. Petersburg Eligible Metropolitan Area (EMA), located on the west central coast of Florida, is comprised of Hernando, Hillsborough, Pasco, and Pinellas Counties. The following graphs depict the population-based continuum of care for the EMA, specifically identifying number of persons diagnosed with HIV; number of persons in care; number of persons retained in care; and number of persons with a suppressed viral load. The three subsequent graphs depict disparities among the viral suppression rates for three of the most disproportionately impacted minority populations in the EMA: Black persons living with HIV; men who have sex with men (MSM); and heterosexual women. These graphs were developed using HIV/AIDS Surveillance data from the Florida Department of Health.  **Action Required**  **THAT THE CARE COUNCIL ACCEPTS THE 2019 CARE CONTINUUM REPORT.**  **The revised mission and vision statements were approved (S: Freeman-Foster) (14 yes, 0 no, 0 abstain).**   1. Minimum Standards of Care (MSOC) ad hoc Committee Report   P&E Chair, Kirsty Gutierrez, then informed Council members that an MSOC ad hoc committee was formed and meetings were held in March, April, and May 2020, by way of conference call. This committee was created in order to continue revisions, required by HRSA, in a timely manner. The last two service categories, AIDS Pharmaceutical Drug Assistance and Emergency Financial Assistance (EFA), will be reviewed and revised on May 12, 2020 in time for presentation at the May 14, 2020 P&E committee meeting. These edits will be forwarded along to the Care Council in July or August 2020 for approval. Council Chair, Nolan Finn, encouraged members to participate in the May 12, 2020 ad hoc committee meeting. Recipient, Aubrey Arnold, offered to invite relevant providers to participate in this committee meeting as well.  P&E will meet next on May 14, 2020 at 11:30 a.m. online through GoToWebinar.  **E. Resource Prioritization & Allocation Recommendations (RPARC) – Dave Konnerth, Chair**  RPARC last met on March 12, 2020 at 11:30 a.m. at the EPIC Suncoast Hospice Garden House in Clearwater.  Members reviewed the final Assessment of the Administrative Mechanism (AAM) surveys. Konnerth encouraged members to participate in the AAM and respond the e-mailed surveys. Care Council Chair and RPARC Co-Chair, Nolan Finn, added that all final expenditure reports will be reviewed at the May 14, 2020 meeting. This meeting will be held at 11:00 a.m. through the virtual GoToWebinar meeting platform.  **F. Standards, Issues, & Operations Committee (SIOC) – Kamaria Laffrey, Vice-Chair**  SIOC did not meet in March or April of 2020.  **G. Women, Infants, Children, Youth, & Families (WICY&F) – Paula Delgado, Chair**  WICY&F did not meet in March or April 2020 due to COVID-19 quarantine executive orders.  WICY&F will next meet on May 28, 2020 at 10:00 a.m. through the virtual GoToWebinar platform. |
| PUBLIC POLICY REPORT / COMMUNITY INPUT | None. |
| PREVENTION ACTIVITIES / QUALITY MANAGEMENT (QM) | Quality Management consultant, David Cavalleri, announced that 8 out of 9 providers have responded to the AAM survey. Only 12 Care Council and RPARC members have completed the AAM survey. He also offered to conduct over-the-phone interviews with Council members to record their experiences with the Recipient’s office. Cavalleri then noted that he will be sending out the continuous quality management (CQM) survey to providers within the week.  Cavalleri has been working with RDE Technologies on some QM modules and they are now at staging point. He then thanked Angela Kellogg, Steve Palermo, and Tanya Taylor in their help in crafting these modules. Council Chair, Nolan Finn, asked if there is a way to prevent duplication of responding to the AAM survey. Cavalleri stated that there will be no way for people to take the survey more than once.  Council member, Tonicia Freeman-Foster, asked when the survey was initially launched and distributed among members. Cavalleri noted that he has sent out the survey around 5 times and asked members to check their spam or junk folders if they haven’t received his e-mail. |
| ANNOUNCEMENTS | Council member and AIDS Institute staff, Kimberly Molnar, announced that some of the Florida Comprehensive Planning Network virtual meetings may conflict with the June Care Council meeting. This meeting will be held on June 2 and June 3, 2020, the first will primarily consist of area updates and the latter will be working meetings. Subsequent follow-up with the EtHE plan will have to wait until after June. FCPN will reconvene around July 4, to hold these conversations. Molnar asks all members to e-mail her for more information if they have not already received an e-mail from the Institute.  Care Council member and Housing Opportunities for People with AIDS (HOPWA) representative, Kayon Henderson, reminded everyone that the city of Tampa has released their RFA for funding and all providers must submit their applications by May 15, 2020.  Guest, Allison Rapp, announced that the Hillsborough County Ending the HIV Epidemic (EtHE) committee has a survey out, through surveymonkey. Rapp noted that this survey link is on social media and Council staff will distribute this link among members. They will be moving forward on scheduling focus groups for the next month.  Member and HOPWA representative, Kayon Henderson, asked if virtual meetings will be considered in the future, beyond the COVID-19 scare, as it offers access to those who may not be able to attend in person. Recipient, Aubrey Arnold, stated that all official business will be held virtually due to the barriers faced with the pandemic. He believes that these meetings will be under consideration going forward as the interpretation of the Sunshine Law differs from County to County.  Guest, Sam Quintero, reminded Council members that all pharmaceutical representatives are currently working virtually, and all free drug offers and samples are still available. Samples will be sent directly to all providers.  Chair, Nolan Finn, concluded the meeting by again thanking Naomi Ardjomand-Kermani and MT for providing ways for members to meet virtually. |
| ADJOURNMENT | There being no further business to come before the Care Council, the meeting was adjourned at approximately 3:00 p.m. |
| Note: A recording of the meeting is available for review at the Suncoast Health Council. | For further details about this Care Council meeting, please visit thecarecouncil.org to access meeting recordings, minutes, and handouts. |
| LIST OF HANDOUTS | 1. **March 4, 2020 Minutes** 2. **Background: Mission & Vision Statements** 3. **Background: 2019-2020 Epidemiology Report** 4. 2019-2020 Epidemiology Report 5. **Background: 2019 Care Continuum** 6. 2019 Care Continuum 7. May Calendar |

**ATTENDANCE LIST: MAY, 2020**

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| **Care Council Members** | **Attendance** |
| Nolan Finn (Chair) | X |
| Kamaria Laffrey (Vice-Chair) | X |
| Joel Carrier |  |
| Lisa Conder |  |
| Paula Delgado | X |
| J Carl Devine | X |
| Michael Dunn | X |
| Tonicia Freeman-Foster | X |
| Michael Gutierrez-Torres | X |
| Kayon Henderson | X |
| Vincent Kaborycha | ALT |
| Jeffrey Lluberes | X |
| Amanda Miller |  |
| Kimberly Molnar | X |
| (Myles) Edward Myles | X |
| Peggy Wallace | X |
| Charles Ware | X |
|  |  |
| **Associate Members** | **Attendance** |
| Nicole Kish |  |
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| **Recipient Staff** | **Attendance** |
| Aubrey Arnold | X |
| Dorinda Seth |  |
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| **Lead Agency Staff** | **Attendance** |
| Darius Lightsey | X |
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| **Health Council Staff** | **Attendance** |
| Lisa Nugent | X |
| Katie Scussel | X |
| Naomi Ardjomand-Kermani | X |
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| **Regular Guests** | **Attendance** |
| Jim Roth |  |
| Dave Konnerth | X |
| Elizabeth Rugg |  |
| Adrianne Emanuel | X |
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| **Guests** | **Attendance** |
| Michael Alonso | X |
| Katherine Barbera |  |
| Conrad Barzarea |  |
| Jill Beauregard |  |
| Shakayla Birch |  |
| Dawn Branley |  |
| Lillie Bruton | X |
| Taryn Buckley |  |
| Jose Camino | X |
| Michael Carlton |  |
| Mike Catala |  |
| David Cavalleri | X |
| Gregory Clark |  |
| Everis Clarke |  |
| Donna Corpuz |  |
| Anne Cronyn | X |
| Diamond Cunningham |  |
| Darlene Duran |  |
| Lolita Emanuel-Brown | X |
| Brittany Frederick |  |
| Karlie Gallagher |  |
| Geneva Galloway |  |
| Brandi Geoit |  |
| Beth Gotti |  |
| Tashann Grant |  |
| Khalil Hall |  |
| Indica Harris |  |
| Lovell Harp |  |
| Demarcus Holden |  |
| Michael Holder |  |
| Sherri Hoover |  |
| Karen Hoyle |  |
| Angela Kellogg | X |
| Vicki Kenyon |  |
| Michelle Keyes |  |
| Janet Kitchen | X |
| Topher Larkin |  |
| Grace Levy-Clarke |  |
| Andrew Maldonado | X |
| Andrew McFarbme |  |
| Sean McIntosh |  |
| Antonio Miles |  |
| Mark Mischan |  |
| Jamie Morano | X |
| Michael Neuges | X |
| Sheyla Nobles |  |
| James Ogedegbe | X |
| Sebastian Osorio |  |
| Steve Palermo |  |
| Guttenberg Pierre | X |
| Juliana Pinero | X |
| Dee Prendergast |  |
| Hope Sharon Proell |  |
| Ashley Quidaciolu | X |
| Sam Quintero | X |
| Allison Rapp | X |
| Shaquira Robinson |  |
| Allison Ruby |  |
| Donna Sabatino |  |
| Christine Santos | X |
| Michelle Scavnicky |  |
| Dartange Scott | X |
| Garrett Sears | X |
| Ashley Smith |  |
| Ashley Snug |  |
| Diego Villalba |  |
| Crystal Waddy | X |
| Bernard Washington | X |
| Ronald Weston |  |

*ALT= Alternate present EX = Excused*

I, Chair Nolan Finn, do certify that these minutes have been approved by me and the members of the Care Council on this day, June 3, 2020

Nolan Finn, Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_