

WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

GOTOWEBINAR

**WEDNESDAY, SEPTEMBER 2, 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 1:37 p.m. |
| ROLL CALL AND INTRODUCTIONS | See attached attendance list. |
| CHANGES TO AGENDA | There were no changes to the agenda. |
| MOMENT OF SILENCE | Chair, Nolan Finn, asked members to take a moment to give honor and recognition to those that we have lost to HIV, as well as COVID-19. |
| ADOPTION OF MINUTES | **The minutes for August 5, 2020 were approved (M: Molnar, S: Devine) (13 yes, 0 no, 0 abstain).** |
| CHAIR/VICE CHAIR’S REPORT | Chair, Nolan Finn, began the meeting by reminding all committee Chairs of their annual updates that will occur in September.  Finn went on to announce that the Florida Epidemiology Profiles have been released and encouraged members to review these. Staff, Naomi Ardjomand-Kermani, interjected to inform members that this is raw data and is included in the Epidemiology section of the Part A grant application. They encouraged members to participate in the internal application review process to see this data as soon as possible. Finn continued by noting that all areas, in Florida, targeted by the Ending the HIV Epidemic Initiative, saw a reduction in the number of new HIV cases, except Orange County and Pinellas County with a 1% decrease and 9% increase, respectively. This emphasizes the need for a greater focus on HIV prevention in the Tampa/Saint Petersburg Eligible Metropolitan Area (EMA).  He announced that he was invited, and accepted the invitation, to serve as the Area’s representative on the Housing Opportunities for People with AIDS (HOPWA) workforce. He encouraged anyone with HOPWA experiences, to reach out to the taskforce. Finn continued by informing members that he will now be participating in the monthly Health Resources and Services Administration (HRSA) update calls, with the EMA’s HRSA Project Office (PO), and expressed delight to be included in these informative meetings. He plans to share all relevant information with Care Council members at monthly meetings.  Member, Kim Molnar, announced that the state is working on a slide-set and webinar for the public to attend and learn more about the current state of HIV in Florida. More information will be shared by staff. |
| RECIPIENT’S REPORT | Recipient, Aubrey Arnold, began his report by informing members that the EMA’s interim Project Officer (PO) will be Lieutenant Commander Lawrence Momodu. He went on to tell members that he, Lt. Commander Momodu, Planning Council Support (PCS) staff, and other Recipient staff participated in a successful meeting with one another the week previous. Arnold expressed delight in the inclusion of the Council’s Chair as he feels that it will bring depth and an additional local perspective to the conversation.  On another note, Arnold recently learned that the CARES Act COVID-19 funding has additional funding that they plan to award to our EMA in the amount of $180,000 - $220,000 sometime in late September. Recipient staff has already conducted a survey among providers and found that current network providers will be able to absorb these new funds. The addition of these dollars will be streamlined to offset their costs related to COVID-19 as well as to strengthen current services.  Recipient and PCS staff are on their *last lap* of writing the Part A grant and Arnold took time to thank Lisa Nugent and Suncoast Health Council (PCS) staff for all their hard work writing and organizing the application. Arnold asked members to consider participating in the internal review process of the draft of the narrative, by reaching out to him or PCS staff directly. He noted that the process is relatively quick and hopes to have many individuals participate in this activity.  An Ending the HIV Epidemic (EtHE) Initiative meeting was recently held and included The AIDS Institute (TAI), Quality Management (QM) consultant David Cavalleri, and Metro Inclusive Health, the latter funded to provide Health Education and Risk Reduction (HERR) and Early Intervention Services (EIS) to both Pinellas and Hillsborough Counties. The purpose of this meeting was to review their goals for the upcoming months, considering the current epidemiology data for both counties. Arnold noted that while new cases of HIV in Pinellas County have increased, new cases of HIV in Hillsborough County’s have decreased 1% since the previous year. Council members were notified that TAI will be coordinating all EtHE monthly meetings, for both counties, going forward.  The Recipient announced that Part A monitoring staff, MT, will soon begin the monitoring process, which is planned to occur virtually due to the pandemic.  There has been a new development in the provider network as Pasco County Health Department (DOH) will no longer be providing oral health services. The EMA is fortunate that Premier Health, who has been providing oral health services to Hernando County for the past two and a half years, will now be the oral health provider for Pasco County Ryan White clients. Arnold expects this to be a much more robust use of oral health funding as DOH was geared more towards pediatric rather than adult oral healthcare.  Arnold ended the Recipient report mentioning that he recently met with the Hillsborough County attorney, Katherine Benson, who asked him to remind members that the Governor’s order for virtual meetings will expire on October 1, 2020. It is possible that this executive order may not be renewed. Depending on what the state of the virus is at that time, we will potentially begin meeting in person again, as the Sunshine Law requires an in-person quorum to conduct business. He hopes that this will be taken up at the state level so the legislature can be amended to allow for virtual meetings without the requirement for an in-person quorum.  Chair, Nolan Finn, thanked Aubrey for the updates and expressed delight that the Council may be meeting again in-person soon. |
| LEAD AGENCY REPORT | Lead Agency staff, Yashika Everhart, began the report with an announcement that digital monitoring will begin soon for Part B providers. The State’s new imposition of charges requirement, discussed in previous meetings, is being navigated and Part B will soon present providers with a tool/mechanism to best inform clients of this change.  Lead Agency staff, Darius Lightsey, continued Part B’s report with an EtHE update for Pinellas County’s participation in the initiative. The last meeting, for the planning stage, will be held on September 17, 2020 11:00 a.m. – 1:00 p.m. via Zoom. They expect a great line of speakers, including the Care Council’s very own, Aubrey Arnold. Harold Phillips, COO for EtHE from US department of health and human services will be joining the meeting as well. A recap of the year will be presented and a conversation, regarding the transition from the planning to implementation phase, will take place. He touched on the increase in Pinellas County’s new HIV cases and emphasized the important of participating in this process. All additional information can be obtained directly or from PCS staff.  Chair, Nolan Finn, added that, as one of our area’s representatives on the Florida Comprehensive Planning Network (FCPN), he feels that this may be an opportunity to request additional EtHE funds. Our allocation is low considering the increase in new cases of HIV, thus additional dollars are needed. Lightsey responded that he hopes to see additional funding to be allocated before the end of the calendar year. |
| CARE COUNCIL PLANNING STAFF REPORT | Planning Council Staff promised members that they will keep them updated insofar as the executive order for virtual meetings. |
| COMMITTEE REPORTS | **A. Community Advisory Committee (CAC) – Katie Scussel, Staff**  PCS staff, Katie Scussel, reported that CAC last met on August 27, 2020 by way of GoToWebinar at 1:30 p.m. Three members were present, but quorum was not reached. Participants discussed the impact of COVID-19 on teachers, parents and students as the school year begins.  Chair, Kamaria Laffrey, gave an update about a taskforce that is looking over the Department of Health’s messaging for the U=U (undetectable equals untransmittable) campaign. Laffrey will be sitting on this taskforce and will update members along the way.  Members discussed reviewing local epidemiology data to monitor racial disparities in the EMA and continued their discussion to add action items to the committee’s work plan to ensure that the community members reflected in these disparities are being reached in the committee.  Shaquira Robinson, of Zero Pinellas, announced that she is in the process of organizing and recruiting for a panel of Black LGBTQ individuals that will held in December.  CAC will meet next on September 24, 2020 by way of GoToWebinar at 1:30 p.m.    **B. Health Services Advisory Committee (HSAC) – Naomi Ardjomand-Kermani, Staff**  Due to connectivity issue HSAC Chair, Elizabeth Rugg, was unable to give the report, although present. Ardjomand-Kermani reported that HSAC met on August 20, 2020 through GoToWebinar at 1:30 p.m.  Co-Chair, Kim Molnar, updated the group that a Request for Applications (RFA) for additional funding for Early Intervention Services (EIS) and Health Education and Risk Reduction (HERR) had been released and grantees chosen and approved.  A report of the monthly AIDS Drug Assistance Program (ADAP) medication access call was provided, which included a request for ADAP expansion and forecasting. Callers also requested more information regarding exemption for eligibility. Molnar added that Clayton Wise, the State’s former Patient Care Manager, is now the Bureau Chief of Epidemiology. Laura Reeves will serve as the Patient Care Manager in the interim.  Members discussed long-acting anti-retroviral (ART) injectables and provider capacity for administering them. The roll-out of new ART drugs was discussed and the potential for a delay in their addition to the formulary, due to COVID-19, was noted. They went on to hold a brief discussion regarding medical marijuana (MM) and the possibility of its addition to the formulary. Members expressed concern regarding client use and staff added that due to federal regulations, its addition is unlikely.  An insurance update was given: 178 new ADAP applications, 46 in marketplace insurance, 85 COBRA-insured, and 47 direct dispense clients. Suncoast Health Council’s Insurance Services Program (ISP) has additional funds available for those affected by COVID-19 who need insurance support but have not experienced a demand in requests. Some agencies have reported an increase in requests for rental and utility assistance, but few requests for insurance support. ISP encourages case managers to inform their clients of these available funds, so they are accessed appropriately.  HSAC will meet again on October 15, 2020 at 1:30 p.m. by way of GoToWebinar.  **C. Membership - Tonicia Freeman-Foster, Chair**  Membership did not meet in August 2020.   1. **Vice-Chair Election**   The Vice-Chair of Care Council, Kamaria Laffrey, resigned from her position with the Care Council effective July 1, 2020. This resulted in the need to elect a replacement to finish out her term. The Membership Committee is charged with developing a slate of candidates for the replacement of the Vice-Chair. Care Council members’ eligibility for candidacy was determined by the length of time remaining within their membership terms.  In keeping with the adopted bylaws, an election to replace an officer must occur at the next Care Council meeting. The floor was opened for nominations at the August 5, 2020 Care Council meeting, to determine their interest in being a candidate, and will remain open until voting takes place on September 2, 2020. The replacement Vice-Chair will complete the existing term of office and may serve until August 31, 2021.  **The motion to hold the election was approved (S: Devine) (13 yes, 0 no, 0 abstain).**  Due to technical issues, members were unable to vote by anonymous poll, as intended, through the GoToWebinar platform. Voting members were then asked to e-mail in their votes to PCS staff to be counted and results released the following day.  *Postscript: Once all votes were received, the results were off by one vote, thus triggering Robert’s Rules of Order in which the Chair’s vote must be included in the total count. In doing so the results were tied and a new Vice-Chair was not named. Subsequently, Staff and Chair then decided to hold the election again at the October 7, 2020 meeting opening the floor for any further nominations and giving the candidates the opportunity to address the Council as to why they are running for the position. The vote will then occur and be tallied in the hopes that votes will determine a clear winner.*  The Membership Committee will meet again on September 17, 2020 at 11:00 a.m. by way of GoToWebinar.  **D. Planning & Evaluation Committee (P&E) – Naomi Ardjomand-Kermani, Planning Council Staff**  P&E met on August 13, 2020 through GoToWebinar, at 9:30 a.m. The committee worked on the Minimum Standards of Care (MSOC), as comments from the HRSA PO were received at that time. The committee decided to hold two subsequent ad hoc meetings to complete all revisions to the MSOC.   1. **Minimum Standards of Care**   Ardjomand-Kermani reviewed the MSOC with Care Council members and informed them of the removal of non-funded service categories, and the improvements made to each service standard. Ardjomand-Kermani thanked everyone involved in the process and Recipient, Aubrey Arnold, extended his gratitude to all participants in kind. Arnold then took time to thank Membership committee Chair, Tonicia Freeman-Foster, for expressing the need for standards related to Telehealth technology. Lead Agency staff, Yashika Everhart thanked everyone involved in the MSOC revision process, on behalf of Part B.  **The Minimum Standards of Care were approved, with acclamation (M: Devine, S: Lluberes) (13 yes, 0 no, 0 abstain).**  P&E will meet next on September 10, 2020 at 9:30 a.m. by way of GoToWebinar.  Ardjomand-Kermani ended their report by emphasizing the importance of reviewing meeting packets ahead of time.  **E. Resource Prioritization & Allocation Recommendations (RPARC) – Naomi Ardjomand-Kermani, Staff**  Staff, Naomi Ardjomand-Kermani, reported that RPARC met on August 13, 2020 at 11:00 a.m. through GoToWebinar.  The committee met quorum and reviewed Part A and Part B expenditure reports.   1. Part A FY 20-21 Expenditure Report and Addendum (Attachment)   Ardjomand-Kermani walked members through the reports, noting low spending rates related to delays in care due to COVID-19. Part A expects all funds to be spent down by the end of the funding year.   1. Part B FY 20-21 Expenditure Report and FY 19-20 General Ledger Report (Attachment)   The Part B expenditure report was reviewed, but the close-out report, for FY 19-20 was unavailable for review at August meeting. The Lead Agency plans to present this report at the September 10, 2020 RPARC meeting.  RPARC will meet next on September 10, 2020 at 11:00 a.m. by way of GoToWebinar.  **F. Standards, Issues, & Operations Committee (SIOC) – Nolan Finn, Chair**  SIOC did not meet in August of 2020.  **G. Women, Infants, Children, Youth, & Families (WICY&F) – Lisa Condor, Member**  WICY&F member, Lisa Condor, began the report with a shout-out to all who participated in the process of revising the MSOC. Condor noted that she read through them ahead of the meeting and was amazed by the detail and how much work went into finalizing the document.  WICY&F met on August 27, 2020 with 10 members, and 1 staff present, making quorum. Members discussed the increase in pregnancies among youth and the ways in which this could be related to COVID-19. They also reported an increase in youth seeking mental health services as they are becoming more engaged in telehealth and struggling emotionally. They reviewed issues with disclosure of status over social media and the lack of pre-exposure prophylaxis (PrEP) education for youth. Kamaria Laffrey provided information on HIV criminalization laws and how they affect the ways in which people disclose their status.  Finally, the committee finalized details for their fall event, scheduled for September 24, 2020 at 3:15 p.m., by way of GoToWebinar, which will focus on mental health. A mental health professional will be teaching stress management and self-care skills. Gift cards will be raffled off and flyers for the event will be distributed soon.  WICY&F will not meet in September as they will be holding their fall event that month. |
| FCPN REPRESENTATIVE UPDATE | Chair, Nolan Finn, apologized for an omission during his Florida Comprehensive Planning Network (FCPN) report in August. He went on to announce that the Area must also elect a prevention care representative and alternate. Kirsty Gutierrez, who has served in this position for the past three years, was nominated with agreement from Gutierrez and her current alternate.  **The nominations were approved by acclamation (M: Finn, S: Myles) (13 yes, 0 no, 0 abstain).** |
| HILLSBOROUGH COUNTY ENDING THE HIV EPIDEMIC (ETHE) UPDATE | Allison Rapp, from the Health Council of West Central Florida, and Hillsborough County EtHE point of contact, offered a brief presentation on the state of the EtHE planning process in the county. *Powerpoint can be provided upon request.* The next Hillsborough County EtHE planning meeting will be held on September 11, 2020.  Chair, Nolan Finn, commended the planning progress that Hillsborough County has made. Finn then inquired if zip code level data is available to “find hot-spots” and suggested that this be emphasized to funders. Rapp added that outreach has been focused on these areas that they have identified and recognize that these communities have higher levels of need. |
| PUBLIC POLICY REPORT / COMMUNITY INPUT | None. |
| PREVENTION ACTIVITIES / QUALITY MANAGEMENT (QM) | Chair, Nolan Finn, reported that the quarterly QM meeting will be held on September 18, 2020. |
| ANNOUNCEMENTS | Chair, Nolan Finn, kicked off announcements and told members that the Community HIV Advisory Group (CHAG), partnered with the Florida Department of Health, and Community Building Advocates of Palm Beach County will be hosting a free symposium on September 24, 2020 from 10:00 a.m. – 3:00 p.m. They will be presenting information regarding dignity preservation and quality of life and is open to all consumers, case managers, and providers. Other topics to be discussed will include the effects of COVID-19 on prevention and treatment efforts, healthy ageing with HIV, the U=U (undetectable equals untransmittable) campaign, stigma, and molecular surveillance.  Guest, Sam Quintero, announced that Simply Health Care has a brand new U=U presentation available if the group is interested and reminded attendees that Simply Health Care has cards available for free 30-day supplies of medications for those in need.  Finn ended announcements reminding all members that they are required to serve on a committee and expressed the importance of attending September meetings for annual updates. Lastly, he reminded all voting members to e-mail their vote, for Vice-Chair, to staff upon adjournment. |
| ADJOURNMENT | There being no further business to come before the Care Council, the meeting was adjourned at approximately 3:07 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 minutes and handouts. |
| LIST OF HANDOUTS | 1. September 2, 2020 Agenda 2. **August 5, 2020 Minutes** 3. **Minimum Standards of Care** 4. Part A FY 20-21 Expenditure Report 5. Part A Expenditure Report Addendum 6. 1st Quarter of FY 20-21 Part B Expenditure Report 7. Part B FY 19-20 General Ledger Expenditure Report 8. Vice-Chair Election Ballot 9. September Calendar |

**ATTENDANCE LIST: SEPTEMBER 2, 2020**

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| **Care Council Members** | **Attendance** |
| Nolan Finn (Chair) | X |
| Joel Carrier |  |
| Lisa Conder | X |
| Paula Delgado | X |
| J Carl Devine | X |
| Michael Dunn |  |
| Tonicia Freeman-Foster | X |
| Michael Gutierrez-Torres |  |
| Kayon Henderson | X |
| Vincent Kaborycha |  |
| Kamaria Laffrey |  |
| Jeffrey Lluberes | X |
| Michelle McKinney | X |
| Amanda Miller | X |
| Kimberly Molnar | X |
| (Myles) Edward Myles | X |
| Peggy Wallace | X |
| Charles Ware | X |
|  |  |
| **Associate Members** | **Attendance** |
| Nicole Kish |  |
|  |  |
| **Recipient Staff** | **Attendance** |
| Aubrey Arnold | X |
| Dorinda Seth |  |
| Maria Teresa Jaureguizar |  |
|  |  |
| **Lead Agency Staff** | **Attendance** |
| Darius Lightsey | X |
| Yashika Everhart | 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 | X |
| Dave Konnerth |  |
| Elizabeth Rugg | X |
| Adrianne Emanuel |  |
| David Cavalleri |  |
| Kirsty Gutierrez | X |
|  |  |
| **Guests** | **Attendance** |
| Michael Alonso |  |
| Jasmine Alvarado | X |
| Katherine Barbera |  |
| Conrad Barzarea |  |
| Shakayla Birch |  |
| Dawn Branley |  |
| Lillie Bruton | X |
| Taryn Buckley |  |
| Jose Camino |  |
| Joshua Cardwell | X |
| Michael Carlton |  |
| Mike Catala |  |
| Gregory Clark |  |
| Everis Clarke |  |
| Donna Corpuz |  |
| Anne Cronyn | X |
| Diamond Cunningham |  |
| Scott Dartange |  |
| Darlene Duran |  |
| Lolita Emanuel-Brown |  |
| Brittany Frederick |  |
| Karlie Gallagher |  |
| Geneva Galloway |  |
| Beth Gotti |  |
| Tashann Grant |  |
| Khalil Hall |  |
| Indica Harris |  |
| Lovell Harp |  |
| Shayla Hobbs | X |
| Demarcus Holden |  |
| Michael Holder |  |
| Sherri Hoover |  |
| Karen Hoyle |  |
| Emily Hughart | X |
| Marylin Jones | X |
| Angela Kellogg |  |
| Vicki Kenyon |  |
| Michelle Keyes | X |
| Janet Kitchen |  |
| Topher Larkin | X |
| Grace Levy-Clarke |  |
| Andrew Maldonado |  |
| Olinda Manjenje | X |
| Andrew McFarbme |  |
| Sean McIntosh |  |
| Antonio Miles |  |
| Mark Mischan |  |
| Carmen Millie Montanez | X |
| Jamie Morano |  |
| Denise Mote | X |
| Michael Neuges |  |
| Sheyla Nobles |  |
| James Ogedegbe |  |
| Sebastian Osorio |  |
| Steve Palermo |  |
| Guttenberg Pierre | X |
| Juliana Pinero |  |
| Dee Prendergast |  |
| Hope Sharon Proell |  |
| Ashley Quidaciolu |  |
| Sam Quintero | X |
| Allison Rapp | X |
| Dedra Richardson | X |
| Shaquira Robinson |  |
| Allison Ruby |  |
| Sheila Ruck | X |
| Donna Sabatino | X |
| Christine Santos | X |
| Michelle Scavnicky |  |
| Dartange Scott |  |
| Garrett Sears |  |
| Ashley Smith |  |
| Ashley Snug |  |
| Diego Villalba |  |
| Crystal Waddy |  |
| 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, October 7, 2020

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