



**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL  
THE CHILDREN'S BOARD OF HILLSBOROUGH COUNTY  
WEDNESDAY, NOVEMBER 3, 2021  
1:30 P.M. – 3:30 P.M.**

**MINUTES**

- CALL TO ORDER** The meeting of the Ryan White Care Council was called to order by Nolan Finn, Chair, at 1:34 p.m.
- ROLL CALL AND INTRODUCTIONS** See attached attendance list.
- ICEBREAKER** Vice-Chair, E.S. Myles, led an icebreaker by asking all participants to share an interesting fact about themselves that others may not know about them. During this time, technical issues occurred and assistance from Children's Board staff took place to reconnect those attending by way of GoToMeeting.
- CHANGES TO AGENDA** Part B expenditure report stricken from agenda.
- MOMENT OF SILENCE** Vice-Chair, E. Myles, requested a moment of silence to remember those we've lost and those who continue to fight the fight to end HIV.
- ADOPTION OF MINUTES** Members reviewed the October 6, 2021, minutes and provided several minor edits to the document. The **minutes for October 6, 2021** (attachment) were approved by acclamation (**M: Devine; S: Wallace**) (**17 yes, 0 no, 0 abstain**).
- Member, Kamaria Laffrey, raised a question about a concern noted in the October 6, 2021, meeting regarding a conflict of interest within membership of the Care Council. Planning Council Support staff informed the group that the individual in question had resigned from their membership to the Care Council prior to the meeting.
- CHAIR/VICE CHAIR'S REPORT** Chair, Nolan Finn, announced that the Florida Comprehensive Planning Network (FCPN) will hold their fall meetings virtually on November 15, 16, 18, and 19, 2021. Information and registration for these meetings have been e-mailed out by The AIDS Institute (TAI). Finn added that part of these meetings will address the upcoming Integrated Plan and he encouraged members to participate in these meetings for more information as the planning and writing

process will begin soon. Finn promised to provide a report, about these meetings, at the December 1, 2021, Care Council meeting.

The Chair report continued as Finn announced the resignation of two members from the Care Council: Paula Delgado and Elizabeth Rugg. Rugg stepped down due to a perceived conflict of interest because Suncoast Health Council, of which Rugg is the Executive Director, is funded to provide Planning Council Support staff and to oversee the Care Council.

## **RECIPIENT'S REPORT**

Recipient, Aubrey Arnold, introduced himself and began the Part A report with an update regarding hybrid meetings. He noted that the Hillsborough County Board of County Commissioners (HCBCC) has returned to entirely in-person meetings and that although hybrid and virtual meetings have made meetings more accessible, these may eventually be discontinued because of the Sunshine Law. Extenuating circumstances, including immunocompromised individuals, have allowed for these meetings to remain in this format. Broadcasting these meetings, virtually, would provide a way for the public to view Care Council meetings, but no actionable items may be voted on virtually. Although this change is not happening immediately, it is something that members must keep in mind going forward.

Member, Kamaria Laffrey, asked how this will affect other community meetings and Arnold suggested that anyone desiring more information, contact TAI as they are involved in policy change. Arnold continued that the current hybrid format is not entirely acceptable as many have issues with connectivity and sound.

Arnold then shifted to the expenditure report, pointing out that Part A would like to expand funding for housing as both Local Pharmacy Assistance Program (LPAP) and Emergency Financial Assistance (EFA) budgeted monies have been underspent. This change in spending is due to the successful expansion of the AIDS Drug Assistance Program (ADAP) and ADAP Premium+ (health insurance) Program. The expansion of eligibility for both programs, along with the expansion of the ADAP formulary, have made it so LPAP and EFA are mostly untapped for funding. Approximately \$800,000 to \$1,000,000 will need to be reallocated and Arnold sees more of a need for other services such as supportive housing, in all counties within the Eligible Metropolitan Area (EMA). Arnold is seeking input from members, providers, and the community as to how they would like to see these funds reallocated. A brief survey will be drafted by the Planning Council Support staff and distributed in English, Spanish, and Haitian Creole. Funding decisions should be community-driven, and Arnold hopes that this survey will provide insight as to how they should be allocated. Depending on how robust the response rate is, Part A may be able to use this information in upcoming funding applications.

Open enrollment, for the Affordable Care Act insurance marketplace, is underway and will close on January 15, 2022. He reminded members to make sure to refer folks to their case manager as there are a lot of resources this year from the federal government pouring money into assistance with the marketplace.

## 1. Part A Expenditure Report (Attachment)

Arnold shifted over to the Part A Expenditure Report, requesting that members focus on the summary version within the provided meeting materials. This document represents spending from the beginning of the funding period through September 2021 and not to date. He provided explanations for line items, such as the encumbrance and expended rate, the former is typically a higher percentage because they reflect the claims that have already been covered in the Part A system, but not paid out at that time. The expended rate reflects the claims made and reimbursed to the provider already. Encumbrance also allows the Recipient to see if there is a greater need than what is already allocated to those specific services. He again pointed out that EFA and Local Pharmacy Assistance are seriously under-target and rather than allocating funds to these categories, in upcoming years, this provides greater context to the need to reallocate these funds to other categories with need.

A meeting participant asked why there is not an encumbrance rate for each service and Arnold explained that this has to do with how each provider bills for their services. He continued through the expenditure report, noting issues with spending down oral health due to concerns about COVID-19. A new provider was contracted with Pinellas County, for oral health, earlier in the fall. Overall, the total spent rate is on track with where Part A should be at this time. However, unexpended funds are the reason for the reallocation recommendations Arnold then transitioned to:

## 2. Part A Reallocations Recommendations for Funding Year 2021 - 2022 (Attachment)

### **Background**

The recommendations were derived based on the underutilization of funding for AIDS Pharmaceutical Assistance (Local) and Emergency Financial Assistance (EFA) and the unmet need for additional Outpatient Ambulatory Health Services (OAHS), Medical Case Management (MCM), Mental Health, and Oral Health funding. The recommendations were also based on service priority, prior reallocations, and other factors. This reallocation process occurs routinely in the latter part of the grant year to ensure maximum expenditures.

### **Action Required**

**THAT THE CARE COUNCIL ADOPTS THE PART A FY 21-22 FUNDING REALLOCATION RECCOMENDATIONS AS FOLLOWS:**

PART A REALLOCATIONS RECOMMENDATIONS FY 21-22				
Service	County	Current Amount	Decrease	Revised Amount
AIDS Pharmaceutical Assistance (local)	EMA	112,808.00	(30,000.00)	82,808.00
Emergency Financial Assistance (EFA)	EMA	398,422.00	(250,000.00)	148,422.00
Oral Health	Hillsborough	287,850.00	(40,000.00)	247,850.00
<b>Total</b>		<b>686,272.00</b>	<b>(320,000.00)</b>	<b>396,272.00</b>
<b>Previous Takebacks remaining to be reallocated</b>			<b>(49,077.00)</b>	
<b>Total Takeback</b>			<b>(369,077.00)</b>	
<b>Carry Over</b>			<b>(198,951.00)</b>	
<b>Total Takeback + Carry Over</b>			<b>(568,028.00)</b>	

  

Service	County	Current Amount	Increase	Revised Amount
Outpatient Ambulatory Health Services	Hillsborough	1,778,525.00	200,000.00	1,978,525.00
Medical Case Management	Pinellas	1,239,230.00	135,000.00	1,374,230.00
Medical Case Management	Hillsborough	969,313.00	104,000.00	1,073,313.00
Medical Case Management	Pasco/Hernando	254,000.00	30,000.00	284,000.00
Mental Health	Pinellas	228,846.00	18,000.00	246,846.00
Mental Health	Pasco/Hernando	26,851.00	25,000.00	51,851.00
Oral Health	Hernando	45,000.00	12,000.00	57,000.00
Oral Health	Pasco	4,000.00	1,000.00	5,000.00
<b>Total</b>		<b>2,767,240.00</b>	<b>525,000.00</b>	<b>3,092,240.00</b>
<b>Remaining to be Reallocated</b>			<b>(43,028.00)</b>	

The remaining funds to be reallocated (\$43,028) are what the previously mentioned survey will be focused on to ensure that all funds are expended appropriately and in a timely fashion.

These funding reallocation recommendations were approved with acclamation **(M: Devine; S: Freeman-Foster) (17 yes, 0 no, 0 abstain)**. Elizabeth Rugg asked how this encumbrance rate can be used to inform reallocation recommendations if the expenditure report only reflects up the September and does not account for the remaining months of the grant year. Arnold replied that this is only one of the methods the Recipient utilizes in making these recommendations and that conversations with the providers are also accounted for. He did note that there may be some inconsistencies in this report as not all providers bill through e2Hillsborough.

Chair, Nolan Finn, requested an additional roll-call vote and all voting members voted for the motion to pass, unanimously.

## LEAD AGENCY REPORT

Yashika Everhart provided the Part B update and apologized for the lack of Part B Expenditure report as there are competing interests and their offices are not heavily staffed. Everhart reiterated that Open Enrollment will be open until January 15, 2022, but that AIDS Drug Assistance Program (ADAP) approved plans have not been provided to case managers at this time. They have been advised to use the 2021 list until the state provides this list, as they hope to have soon. No ADAP counselors or staff should be advising clients regarding which plan they should choose, but rather they should utilize resources provided to

them.

Everhart continued with a brief note regarding the successful case management training that was held the previous week, with both A.M. and P.M. sessions facilitated by the AIDS Education and Training Center (AETC). These sessions were attended and available to all case managers in the total service area (TSA). These trainings will continue to be held twice a year, in the spring and the fall as Part B finds it beneficial, as do medical case managers, especially with things continuing to change, whether that be with eligibility, documentation, or the open enrollment, or the lowering of the federal poverty level. Because sometimes Part B will get people who, when it comes to the beginning of the year after they've enrolled in the Affordable Care Act (ACA) plans, they get services that aren't covered by those plans and those services will not be reimbursed, but rather kicked-back to the clients for payment. Everhart continued that the Lead Agency wants to be sure that all clients keep in mind that if they enroll in a plan that is not on the list, ADAP will not be covering any costs for premiums, deductibles, or co-pays. She did note that there is the Insurance Services Program (ISP) provided by Suncoast Health Council, to assist with these costs, but that does not negate the fact that clients should take advantage of open enrollment and utilize the expansion of the formulary as well as the lowering of the Federal Poverty Level (FPL) offered by the State of Florida with ADAP.

Darius Lightsey continued the report with notice that the Health Services and Resources Administration (HRSA) monitoring site visit with Part B resulted in Florida's state office having to issue a corrective action plan. They will have 3 years to complete the corrective action plan and they will be utilizing an outside entity to review services in each county, as well as to speak with providers in every service area. What this will also mean is that the current Lead Agency will continue to remain the Lead Agency at least for the next three years – with leveled funding - rather than releasing another request for applications (RFA) or request for proposals (RFP).

**CARE COUNCIL  
PLANNING  
SUPPORT (PCS)  
STAFF REPORT**

PCS staff, Naomi Ardjomand-Kermani, announced that the second workshop in the Care Council Cultural Competency series, regarding the State of HIV within Pinellas County, as well as how racism has affected the local area will be held virtually on November 8, 2021, from 2:00 – 3:30 P.M. Chair, Nolan Finn, asked how many members attended the last workshop and emphasized the need to participate in part of evolving the culture of the Care Council. Ardjomand-Kermani responded that 13 members were present, and that announcements and registration e-mails will be sent out by Gwendolyn Reese's team prior to the workshop.

PCS staff, Katie Scussel, announced that a membership orientation and refresher will be held in December as one of two Care Council member-required leadership development trainings. Member, Peggy Wallace, raised concerns that the next meeting will be held on December 1, World AIDS Day. Staff requested that anyone affected by this overlap e-mail staff so rescheduling can take place if necessary.

**HOUSING  
OPPORTUNITIES  
FOR PEOPLE  
WITH HIV/AIDS  
(HOPWA)  
REPORT**

HOPWA representative, Anne Cronyn, requested that members refer to the October 6, 2021, Care Council meeting minutes as little has changed since that time:

*On October 1st, the program started year two of their three-year agreement with HOPWA service providers in Hillsborough, Pinellas, Pasco, and Hernando Counties. For fiscal year 2021-2022, there is \$4,378,068 funded to the 14 HOPWA-eligible activities within the four-county area. The HOPWA program also recently submitted an application for some additional competitive funds, amounting to \$2.25 million for a 3-year grant period for tenant-based rental assistance (TBRA) and corresponding supportive services. Grant recipients will be announced later in the month.*

*Anne reported that the Emergency Rental Assistance (ERA) program is still running strong and that the City of Tampa has added staff assistance daily at two recreation centers to help people apply for the program. The City of Tampa is in the process of creating a new program called Rent and Move Assistance Program (RMAP) that will help people trying to obtain rental housing within the city limits of Tampa that are at 80-140% of the area median income. Rents have increase by approximately 22% since January, so this program will hopefully help Tampa residents who may not qualify for other programs. The City of Tampa is also working to revamp their owner-occupied rehab programs and down payment assistance programs to assist people up to 140% area median income.*

Award winners have not been announced yet.

One-on-one assistance will be provided by Catholic Charities to apply for ERA and individuals with utility arears and notices with more information will be distributed by PCS staff. Waivers for fair-market rent have been requested from the United States Department of Housing and Urban Development (HUD), as *fair-market* is no longer fair, but they not heard anything back at this time. Chair, Nolan Finn, added that our local area has had the highest rent increase in the country, furthering the need for housing assistance.

**MARKETING  
PRESENTATION  
BY SPECTRUM**

Spectrum representative and former Lead Agency staff, Demarcus Holden, then provided a marketing and advertising presentation for Care Council members. This powerpoint provided an overview of advertising services offered by the television company and is available by request. Such services are available through streaming, live, and phone app television and can target specific zip codes and populations to better relay messaging and improve marketing. Holden offered that Spectrum can provide free or low-cost advertising spots for public health needs and PCS staff plans to discuss this further with DoubleTake, the consulting agency contracted to improve Care Council recruitment and outreach.

**MEMBERSHIP  
APPLICATIONS**

Care Council member, Jeffrey Lluberes, presented three membership applications to the Care Council and asked each applicant to introduce themselves and provide their reason for wanting to become a member.

### 1. Background

Anne Cronyn applied to join the Care Council on October 6, 2021. Member, Jeffery Lluberes, interviewed Anne on November 2, 2021. The interview received sufficient scores to be recommended to join the Care Council.

#### Action Required

**THAT THE COUNCIL VOTES TO APPROVE THE MEMBERSHIP APPLICATION OF ANNE CRONYN AS A VOTING MEMBER REPRESENTING HILLSBOROUGH COUNTY. THE COUNCIL WILL FORWARD THE NOMINATION TO HILLSBOROUGH COUNTY BOARD OF COUNTY COMMISSIONERS FOR FINAL APPROVAL.**

(S: Myles) (17 yes, 0 no, 0 abstain).

### 2. Background

Rachel Brown applied to join the Care Council on July 20, 2021. A member of the Membership Committee interviewed Rachel on August 13, 2021. The Membership Committee did not meet again to vote on the interview transcript before the Care Council bylaws were suspended and the committee was collapsed. The interview received sufficient scores to be recommended to join the Care Council.

#### Action Required

**THAT THE COUNCIL VOTES TO APPROVE THE MEMBERSHIP APPLICATION OF RACHEL BROWN AS A VOTING MEMBER REPRESENTING PASCO COUNTY. THE COUNCIL WILL FORWARD THE NOMINATION TO HILLSBOROUGH COUNTY BOARD OF COUNTY COMMISSIONERS FOR FINAL APPROVAL.**

(S: Myles) (17 yes, 0 no, 0 abstain).

### 3. Background

Naketa Mohammed applied to join the Care Council on October 6, 2021. Staff, Katie Scussel, as well as member, Amanda Miller, interviewed Naketa on October 26, 2021. The interview received sufficient scores to be recommended to join the Care Council.

#### Action Required

**THAT THE COUNCIL VOTES TO APPROVE THE MEMBERSHIP APPLICATION OF NAKETA MOHAMMED AS A VOTING MEMBER REPRESENTING PINELLAS COUNTY. THE COUNCIL WILL FORWARD THE NOMINATION TO HILLSBOROUGH COUNTY BOARD OF COUNTY COMMISSIONERS FOR FINAL APPROVAL.**

**(S: Laffrey) (17 yes, 0 no, 0 abstain).**

**WOMEN,  
INFANTS,  
CHILDREN,  
YOUTH &  
FAMILIES  
(WICY&F)  
WORKGROUP  
REPORT**

PCS staff, Katie Scussel, provided the WICY&F workgroup report noting that the group last met on October 28, 2021, and members of this group have decided to share leadership roles within the group as it is no longer considered a Care Council committee. The bi-annual event will be planned at their next meeting on January 22, 2022, as there will be no meeting in October or November due to the holidays.

**PUBLIC POLICY  
REPORT/  
COMMUNITY  
INPUT**

Member, Kamaria Laffrey, announced that there will be several policy-related workshops held at the virtual United States Conference on HIV (USCH) and more information regarding these workshops will be shared with PCS staff for dissemination.

**PREVENTION  
ACTIVITIES/  
QUALITY  
MANAGEMENT  
ANNOUNCEMENTS**

None.

Positively U on West Waters will hold an event on November 8, 2021, and every first and third Thursday of the month, to provide clothing and disability assistance to individuals living with HIV. Another event will be held on November 18, 2021, and they are seeking vendors to participate.

Member, Teriko Perkins, with Midway Specialty Care, announced they are holding a World AIDS Day (WAD) event at Southern Nights called Drag for The Cure. Local and international performers will be coming in for the event to raise money and this event will provide rapid HIV testing at that time (December 1).

Darius Lightsey announced that a WAD event will be held on December 4, 2021, at the Enoch Davis Community Center with COVID testing, COVID vaccinations, HIV testing, and other STI testing available. Many local community partners are collaborating to host this event, such as the AIDS Health Foundation, Banyon Tree, Empath Partners in Care, Metro Inclusive Health, Ending the HIV Epidemic Pinellas, and more.

Member, Antonio Miles, announced that on November 5, EVOLVE Tampa will have a connect and collect event from 6:00 – 9:00 p.m. with more details to be provided through e-mail.

**ADJOURNMENT**

There being no further business to come before the Care Council, the meeting was adjourned at approximately 3:20 p.m.

Note: A recording of the meeting is available by request

For further details about this Care Council meeting, please visit [thecarecouncil.org](http://thecarecouncil.org) to access meeting minutes and handouts.

**LIST OF HANDOUTS AND ATTACHMENTS**

1. November 3, 2021, Agenda
2. **Part A Reallocation Recommendations**
3. **Membership Applications (x3)**
4. November 2021 Calendar
5. October 6, 2021, Minutes
6. Part A FY 2021 – 2022 Expenditure Report

**WEBSITE ARTICLES CITED**

None.

<b>Care Council Members</b>	<b>Attendance</b>
Nolan Finn ( <i>Chair</i> )	<i>In-person</i>
(Myles) Edward Myles ( <i>Vice-Chair</i> )	<i>In-person</i>
Rachel Brown*	<i>In-person</i>
Lillie Bruton	<i>In-person</i>
Joel Carrier	<i>In-person</i>
Lisa Conder	
Anne Cronyn*	
J Carl Devine	<i>In-Person</i>
Tonica Freeman-Foster	Virtual
Sheryl Hoolsema	Virtual
Vincent Kaborycha	Virtual
Nicole Kish	<i>In-person</i>
Kamaria Laffrey	<i>In-person</i>
Jeffrey Lluberes	<i>In-person</i>
Michelle McKinney	Virtual
Marilyn Merida	Virtual
Antonio Miles	Virtual
Kim Molnar	Virtual
Amanda Miller	
Teriko Perkins	<i>In-person</i>
Peggy Wallace	<i>In-person</i>
Charles Ware	
<b>Associate Members</b>	<b>Attendance</b>
<b>Recipient Staff</b>	<b>Attendance</b>
Aubrey Arnold	<i>In-person</i>
Dorinda Seth	
Maria Teresa Jaureguizar	

<b>Lead Agency Staff</b>	<b>Attendance</b>
Darius Lightsey	<i>In-person</i>
Yashika Everhart	Virtual
<b>Health Council Staff</b>	<b>Attendance</b>
Lisa Nugent	Virtual
Katie Scussel	<i>In-person</i>
Naomi Ardjomand-Kermani	<i>In-person</i>
<b>Regular Guests</b>	<b>Attendance</b>
Dave Konnerth	
Jim Roth	
Emily Hughart	Virtual
David Cavalleri	In-person
Kirsty Gutierrez	
Angela Kellogg	<i>In-person</i>
Michelle Keyes	
Denise Mote	Virtual
Mike Neuges	Virtual
Sam Quintero	<i>In-person</i>
Elizabeth Rugg	<i>In-person</i>
Donna Sabatino	
Chris Walker	Virtual
<b>Guests</b>	<b>Attendance</b>
Michael Alonso	
Jasmine Alvarado	
Katherine Barbera	
Conrad Barzarea	
Catherine Benson	
Frances Benton	
Shakayla Birch	
Dawn Branley	
Zack Brown	
Taryn Buckley	
Sarah Bulla	
Jose Camino	
Joshua Cardwell	
Michael Carlton	
Astrid Carrasquillo	
Mike Catala	
Gregory Clark	
Everis Clarke	
Donna Corpuz	
Diamond Cunningham	
Scott Dartange	
Luis Delgado	

Amber DiPietro	Virtual
Michael Dunn	
Darlene Duran	
Lolita Emanuel-Brown	
Brittany Frederick	
Karlie Gallagher	
Geneva Galloway	
Beth Gotti	
Tashann Grant	
Pierre Guttenberg	
Khalil Hall	
Laurie Hardy	Virtual
Indica Harris	
Tequila Harris	
Lovell Harp	
Barbara Hay	<i>In-person</i>
Shayla Hobbs	
Michael Holder	
Chris Holland	
Sherri Hoover	
Nicole Houston	
Karen Hoyle	
Marilyn Jones	
Vicki Kenyon	
Janet Kitchen	
Josh Kratz	
Topher Larkin	
Grace Levy-Clarke	
Andrew Maldonado	
Olinda Manjenje	
Bernice McCoy	
Kenisha McCoy	
Andrew McFarbme	
Sean McIntosh	
Mark Mischan	
Carmen Millie Montanez	
Lauren Miller	
Jamie Morano	
Sheyla Nobles	
James Ogedegbe	
Vicky Oliver	
Steve Palermo	
Indira Palomino	<i>In-person</i>
Terrell Parker	
Guttenberg Pierre	
Juliana Pinero	
Dee Prendergast	
Hope Sharon Proell	

Ashley Quidaciolu	
Dedra Richardson	
Shaquira Robinson	
Allison Ruby	
Sheila Ruck	
Christine Santos	<i>In-person</i>
Michelle Scavnicky	
Dartange Scott	
Garrett Sears	
Ashley Smith	
Ashley Snug	
Kristi Thomas	<i>In-person</i>
DeAnne Turner	Virtual
Diego Villalba	
Crystal Waddy	
Miyisha Wall	
Taylor Witkowski	Virtual
Bernard Washington	Virtual
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, January 5, 2022.

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