

WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

**METRO INCLUSIVE HEALTH – ST. PETE**

**WEDNESDAY, OCTOBER 5, 2022**

**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 E.S. Myles, Chair, at 1:31 p.m. |
| ROLL CALL AND INTRODUCTIONS | See attached attendance list.  As an icebreaker, Myles asked everyone to share if they could have dinner with any celebrity, who would they choose. |
| CHANGES TO AGENDA | Nolan Finn asked to add a report on the ad hoc committee meeting. Myles said he would cover it during the Chairperson’s report. |
| MOMENT OF SILENCE | Myles led everyone through a moment of silence honoring those living with HIV and those we’ve lost. |
| ADOPTION OF MINUTES | **The minutes from September 7, 2022 were approved (M: Merida, S: Finn) (18 yes, 0 no, 0 abstain).** |
| CHAIR/VICE CHAIR’S REPORT | Chair, E.S. Myles, reported that on September 21st there was a meeting of the ad hoc committee on the Rules of Engagement. There were twelve Care Council members present, six staff, and four guests. The group talked about the possibility of bringing the committees back. Members expressed that without the committees, the Care Council meetings had become too long and too much was packed into each meeting. The group discussed what it might look like moving forward with the committees, including combining some of them or having them meet less often, such as quarterly. The committee will meet again this month. Staff, Katie Scussel, will send out another Doodle poll to schedule the meeting.  Myles then went on to mention that last meeting he had spoken about wanting to start a prevention planning group in Hillsborough County. That group met the previous month and there were a decent number of people in attendance. They discussed why they were there and set some goals that they wanted to accomplish. Myles said anyone interested in attending the next meeting can get in touch with him.  Vice Chair, Rachel Brown, also reported on the ad hoc committee meeting and said the discussion had been around bringing back committees but having them meet less often. Rachel reported there also had been a lot of discussion about bringing more people to the table, not just increasing attendance but also increasing participation. |
| RECIPIENT’S REPORT | Part A Recipient, Aubrey Arnold, began his report acknowledging that everyone has been through a major event with Hurricane Ian. He said he hoped everyone and their families and friends were okay. There were several disruptions last week, including many of those working county and health department jobs being called to work in the shelters. Aubrey said his heart goes out to those in southwest Florida. Aubrey announced that the Ryan White Part A provider network is fully up and running, so that is good news for clients.  Aubrey went on to announced that the Non-Competing Continuation (NCC) grant application for next year was successfully submitted on September 20th. The area is asking for $11.2 million for the 2023-2024 funding year. This application was a condensed version of the grant application we usually write. Part A will be writing another NCC next year and the next full grant application will be written in 2024.  The next Florida Comprehensive Planning Network (FCPN) meeting will be in two weeks. Aubrey said he would be in attendance, along with several other people in the room. The meeting will be in Wesley Chapel on October 18th and 19th.  Aubrey went on to report that his office will be releasing a Request for Applications (RFA). The tentative date is October 14th, as there was a slight delay due to the hurricane. The services they will be procuring for will be provided under the allocations that the Council will be voting on in that meeting.  1. Part A Expenditure Report  Aubrey presented the FY 2022-2023 Part A Expenditure Report. We are seven months into the grant year, so the report covers March through September. The reported showed the Part A budget at 51% encumbered and about 48% expended. Aubrey said that, ideally, we should be at 58%, so we are slightly under target at this time. The services that are underspent at the moment include Health Insurance Premiums and Cost Sharing, Oral Health, and Outpatient Ambulatory Health Services. Aubrey explained that there has been an underutilization in Oral Health in Pasco and Hernando County. With Health Insurance Premiums and Cost Sharing, the AIDS Drug Assistance Program (ADAP) has picked up a tremendous amount of the expenses around premiums over the last couple years. The local insurance program has opened up enhanced benefits, so there should be an uptick in utilization of these funds. Aubrey’s office released a survey that day to the provider network to assess unmet needs for the remainder of the year, so they are hoping to absorb what is taken back from the contracts that are underspent. Services that are currently on track in regard to spending include Medical Case Management, AIDS Pharmaceutical Assistance/Emergency Financial Assistance, Mental Health, Substance Use, and Health Educations/Risk Reduction. Aubrey then said though we are under target, we usually are able to spend out 98-99% of the grant award through the reallocation process, which he hopes to bring recommendations for next month.  Nolan Finn asked about the underutilization in Oral Health in Pasco and Hernando, saying he didn’t understand as there seemed to be a need there to expand those services in that area. Aubrey said he didn’t understand it either, but that these contracts will be out for bid next year and he hoped there would be more interest from other providers. Aubrey also said that it may be that the people in Pasco and Hernando that need the services are traveling to Pinellas or Hillsborough to get them, and that there can be a variety of reasons for that, including not wanting to be seen at particular provider offices. Angela Kellogg asked if there was a difference in the types of oral health services offered by the provider in Pasco and Hernando, versus what is available in Hillsborough. Aubrey said that the services do vary between what is available in Pasco and Hernando, with one able to do more extensive work and refer out to oral surgeons.  Riley Johnson asked in terms of the Health Insurance Premiums and Cost Sharing line, if that was a situation where the provider holds back some of the funds until towards the end of the year so that they can be spent on open enrollment. Aubrey said that yes, the program usually does see increased utilization towards the end of the year as people are trying to meet their premiums. Angela said that it’s likely we will see less people this year joining new health plans in January, since there has been an ongoing special enrollment period for anyone up to 150% of the federal poverty level for most of the year, so a lot of people have been able to continually get enrolled in plans throughout the year.  **2. Part A Reallocation and Minority AIDS Initiative (MAI) Allocation Recommendations**  Aubrey presented the Part A Reallocation and Minority AIDS Initiative (MAI) Allocation Recommendations. He explained that these allocations are for services that they will be procuring for this fall, which will start with the new grant year in March 2023. The Part A program will be starting a housing program in Pasco and Hernando counties for the first time, as well as offering substance abuse services in Pasco and Hernando. Aubrey explained that this funding is coming from money that is not permanently contracted this year and was a reduction from the AIDS Pharmaceutical Assistance and Emergency Financial Assistance budgets.  **Background**  The Care Council is responsible for approving the allocation of Part A and Minority AIDS Initiative (MAI) Funding. The following funding recommendations were made by the Part A Recipient, based on unmet need.  **Action Required**  **THAT THE WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL ADOPT THE PART A FY 23-24 FUNDING REALLOCATIONS AND MAI ALLOCATIONS AS FOLLOWS:**    Rachel Brown commented on the lack of a good public transportation system in Pasco and Hernando Counties and asked whether that would be considered. Aubrey answered that he agreed it was an issue and then went on to explain that transportation is considered a non-core service under the Ryan White legislation. The legislation dictates that 75% of funding must be spent on core services. He said that transportation could be something we could look at in future funding, but that at the moment the need is too great to cover core services. He also explained that with this new housing service, clients won’t need to go to a separate brick and mortar location to get the service, that it can be handled through the case manager, similar to the way the Insurance Services Program is currently handled.  Marylin Merida asked Aubrey to elaborate on the scope of housing services that will be offered. Aubrey answered that the program will mirror what is being done through Ending the HIV Epidemic funds in Pinellas and Hillsborough, in that it will cover short term rent and utilities. It will not be able to cover deposits, because of the limitations from HRSA. Staff, Katie Scussel, pointed out that there was a handout on service category definitions included in the packet that included more information on housing.  Angela Kellogg explained that currently in Tampa and St. Pete, a lot of the housing services are administered virtually without clients having to come in. Even a lot of case management is now down over the phone, since COVID, so that has helped with some of the transportation barrier. Angela then suggested that some of the underutilization in oral health could be due to transportation.  Aubrey went on the explain that the Minority AIDS Initiative (MAI) is a special pot of funding set aside for populations disproportionately impacted by HIV. Locally in the Tampa-St. Pete area, data has shown that Black and Hispanics populations are disproportionately impacted. For the past six years, the area has used MAI to fund the Health Education and Risk Reduction (HERR) program, which has been quite successful. The contracts are set to expire, so this program will be included in the procurement later this month. Within the recommendations, money is allocated by specific population and county.  Riley Johnson asked whether there is a review of the epidemiology data to determine if needs have changed. Staff, Katie Scussel, explained that epidemiology data is reviewed annually by the Care Council and we do not really see big changes year to year, in terms of prevalence data, that would change how we provide services.  Nolan Finn commented that he doesn’t understand why MAI funding is kept at a stagnant level when the numbers of cases in these groups are going up. Aubrey said we need to be focused on getting viral suppression rates up, as they are not where they should be. He then said something he is considering is funding more Early Intervention Services (EIS) under Part A. Currently EIS is only funded under Ending the HIV Epidemic (EHE), not Part A. EIS could focus more attention on where the disparities are.  Antonio Miles asked whether providers are really going to where they people are, as he does a lot of work in the community and doesn’t necessarily see these organizations reaching people. There needs to be more work on gaining visibility in communities and establishing trust. Darius Lightsey commented that he feels a lot of organizations have really great front-line staff that are out in the streets doing the work, but that upper management isn’t always listening to these staff.  Aubrey commented that there are a lot of innovative and cool things that are being done through EIS. For the last few years there has been a testing program at the Emergency Room at Tampa General Hospital. Through EIS, there is now a person who is stationed there so that when someone tests positive there is someone to do a warm handoff into services. Aubrey said that we need to have a program like that in Pinellas and that we have the funding to fund these types of programs, but that it’s a matter of making inroads with the hospital administration so that they see the benefit.  Antonio commented that he does appreciate several big organizations, like Metro Inclusive Health, CAN Community Health, and Midway Specialty Care, partnering with smaller organizations.  Kim Molnar mentioned that one thing being done with EHE funds is community micro-granting to community organizations, to make it easier for these smaller grassroots organizations to get funding without having to go through the competitive bidding cycle that they may not have the capacity for.  J. Carl Devine commented that he believes the whole program needs to be revamped because he believes it was not set up correctly and money is going to the people in charge, rather than to the people that need it.  Rachel Brown asked, as we are allocating money to clinics and hospitals, how are we educating physicians on how to treat the patient in the best way. Myles said, in his experience, there is a need there. In the interest of time, he asked to move on to voting on the allocation recommendations.  **Members voted to improve the 2023-2024 Part A Reallocations and MAI Allocations (M: Merida, S: Lluberes) (18 yes; 0 no; 0 abstain).** |
| LEAD AGENCY REPORT | Lead Agency staff, Darius Lightsey, said there would not be Part B report as Part B staff has been out on shelter duty. He expects there to be an expenditure report ready for the November meeting.  Darius also reported that earlier in this year he had stated that Part B would be putting out a Request for Applications, however, that has been postponed until next year, which means that current contractors will likely have their contracts extended.  Darius then mentioned that Tequila Harris, who was the EIC for Areas 5, 6, and 14, left that position. Darius and other HIV/AIDS Program Coordinators, including Jim Roth and Nikki Kish, got together and decided it didn’t make sense to have one position cover eight counties. Darius is now the acting EIC for Area 5 and will be hiring someone for this position. Jim will be hiring an EIC for Area 6 and Nikki will be hiring someone for Area 14.  Lastly, Darius announced that the next Pinellas EHE meeting would be on October 26th. It will be a hybrid meeting and there will be food for those in-person. |
| **HOUSING OPPORTUNITIES FOR PEOPLE WITH HIV/AIDS (HOPWA) REPORT** | Anne Cronyn with the City of Tampa reported that the new fiscal year began on October 1st but they are still in the process of closing out the previous fiscal year, which requires a lot of reporting to the Department of Housing and Urban Development (HUD). The City of Tampa has reopened its Rental and Move-In Assistance Program. Anne shared the link to the program in the chat (Tampa.gov/RMAP). The City of Tampa has hired a fleet of temporary workers who are going to help process applications as quickly as possible. 1:08 |
| CARE COUNCIL PLANNING SUPPORT (PCS) STAFF REPORT | Planning Council Support (PCS) Staff, Katie Scussel, began her report thanking members who were able to make it in-person. There were exactly enough members present to make quorum. Katie reported that the Care Council was selected to participate in Planning CHATT’s Planning Councils Recruitment and Retention Learning Collaborative. This will be a series of six monthly sessions held between October 2022 and March 2023. Myles, Nolan, and Katie will be representing the area. Each area is able to have up to five participants, so if anyone else would like to join they can get in touch with Katie. Katie went on the mention that the 2022 HIV Needs Survey would be released later this month. The survey will be available electronically and a limited number of paper copies will also be distributed. Katie said she would be getting in touch with providers this month about distributing the survey to clients and would make another announcement at the November meeting.  Katie went on to note that since we brought in a new member last month and will be voting on four more that day, she would be setting up an orientation soon. Katie will follow up over email for scheduling.  **1. New Member Applications**  Katie presented the new member application.  **Background**  Riley Johnson applied to join the Care Council on July 28, 2022. Staff, Katie Scussel, interviewed Riley on September 2, 2022. 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 RILEY JOHNSON AS A VOTING MEMBER REPRESENTING PINELLAS COUNTY. THE COUNCIL WILL FORWARD THE NOMINATION TO HILLSBOROUGH COUNTY BOARD OF COUNTY COMMISSIONERS FOR FINAL APPROVAL.**  **Members voted to approve the membership application of Riley Johnson (M: Finn, S: Bruton) (18 yes, 0 no, 0 abstain).**  2. 2022-2023 Care Council Work Plan  Katie mentioned that the 2022-2023 Care Council Work Plan was included in the meeting packet as an informational item. Katie explained that the Care Council year runs from September to August, so this plan will give members an idea of when certain items will be brought before the Council. Katie said she would bring the work plan to the ad hoc committee meeting, so that work items will be considered when discussing bringing back committees. Some dates on the work plan will likely shift if committees are brough back and items need to go through committees before being presented to the Care Council.  **3. 2022-2026 Integrated Plan**  Katie presented the draft of the 2022-2026 Integrated Plan, explaining that all pieces of the plan had been reviewed by the Care Council previously and that the writing team had incorporated comments and edits. An outline of the plan was distributed to members. Katie went over the outline, explaining each section of the document.  **Background**  The Eligible Metropolitan Area (EMA) is currently working on the CDC/HRSA Integrated HIV Prevention and Care Plan for CY 2022-2026. The plan is a vehicle to develop a coordinated approach to addressing the HIV epidemic at the local level. The plan has been developed through collaboration among community stakeholders including people living with HIV. Each section of the plan was presented to the Care Council for feedback and approval.  **Action Required**  **THAT THE CARE COUNCIL ADOPT THE 2022-2026 INTEGRATED PLAN**  **Members voted to adopt the 2022-2026 Integrated Plan (M: Molnar, S: Johnson) (18 yes; 0 no; 0 abstain).**  Chair, E.S. Myles, will sign a letter stating that the Care Council concurs with the plan.  Nolan Finn commented that the term “Planning Council” was used throughout and requested that it be changed to “Care Council,” to be consistent and to not confused the Care Council with other planning groups in the area.  Katie thanked all those who contributed to the writing of the plan and thanked Nolan and Marylin for their helpful edits. Marylin commended the writing team for the amount of work that was put into the plan. Aubrey thanked Lisa for her hard work coordinating the writing team and also Kim Molnar, who wrote a large section of the plan. Kim said that as someone who is involved in both the statewide Integrated Plan and the local plan, the local area is doing extremely well with getting things done on time. |
| WOMEN, INFANTS, CHILDREN, YOUTH & FAMILIES (WICY&F) WORKGROUP REPORT | PCS staff, Katie Scussel, reported that WICY&F met on September 22, 2022. Since the Care Council is discussing bringing back committees, the group discussed whether to continue as a work group that meets virtually or to go back to being a formal committee and members indicated they preferred to continue as a workgroup. The group also continued planning for their fall event, which will be during the third week of November. Members are still in the process of finalizing the location.  Katie also said that she forgot to mention it last month, but during the August meeting it was reported that there was a case of perinatal transmission that occurred in Pinellas County. Perinatal transmissions, or vertical transmissions, are rare for the area but seem to happen every couple of years. There was one locally in 2020. Aubrey asked how many there are in Florida each year. Holly Beaver, a perinatal nurse with the University of South Florida, said that she wasn’t sure without having the data in front of her but believes it’s about ten for the state. Holly stated that this particular case was one that could have been prevented with routine testing in the Emergency Room as the mother did not have any prenatal care but did visit an ER during her pregnancy.  The next WICY&F workgroup meeting will be held at 10:00 AM on Thursday, October 27th on GoTo Meeting. |
| FLORIDA COMPREHENSIVE PLANNING NETWORK (FCPN) AREA REP DISCUSSION | Nolan Finn explained that Chris Gudis is the local prevention representative for the Florida Comprehensive Planning Network (FCPN) but that there is need for an alternate. Nolan says that this seat is usually filled by someone who works for an organization that provides prevention services. Alternates can attend meetings virtually or attend in place of the representative. Kim Molnar explained that in addition to attending two FCPN meetings per year, representatives need to serve on a statewide committee, including the Needs Assessment Committee, Medication Access Committee, or Coordination of Efforts Committee. Bernice McCoy volunteered to fill the alternate seat. Kim said she would follow up with Bernice. |
| COMMUNITY INPUT | Nolan mentioned that he recently met someone in Hillsborough County with HIV who was not getting any care. Nolan said the person was able to get connected into services very easily through Hillsborough County and he was very grateful and said it improved his life significantly. Nolan said that he wanted everyone to hear that positive feedback. |
| **PUBLIC POLICY REPORT** | None |
| **PREVENTION ACTIVITIES/**  **QUALITY MANAGEMENT (QM)** | 1. Assessment of the Administrative Mechanism  QM consultant, David Cavalleri, presented the Assessment of the Administrative Mechanism (AAM) Report. David explained that the AAM is an annual process that evaluates how effect the Part A staff are at administering the Part A grant. The AAM is reported on an annual basis to the federal government and is reported in the annual Part A grant application.  David presented a PowerPoint presentation on the draft of the report. The Provider Survey found that providers were overwhelmingly pleased with Part A, that contracts and payments were executed in a timely manner and help and information were provided in a timely manner. The Care Council Survey received a 90% response rate, which was higher than the previous year. The survey found that members were very happy with the performance of Part A, that they communicated openly and spent the funds according to the established service priorities.  David concluded his report with some recommendations for Part A. Recommendations included continuing to maintain the level of support to providers, continuing technical assistance for providers regarding billing and payment processing, continuing to explore ways to ways to offer provider choice to people living with HIV through the service area, and to maintain the efforts made by the Recipient to ensure that purchase orders for providers working directly with Hillsborough County government continues.  Anyone with additional questions for David can contact him at [research@flhcc.org](mailto:researh@flhcc.org).  The Care Council will vote on the final version of the report at the next meeting.  2. HRSA Performance Measures  David reviewed the quarterly HRSA performance measures through September 2022, explaining that these data points are measures that HRSA recommends looking at to evaluate how effectively services are being delivered. David noted that viral load suppression has dipped from 87.4% in June to 82.2% in September. David said this decrease can be traced back to three providers who, when asked, have cited staffing issues, transportation, monkey pox, and COVID as reasons for this decrease. |
| ANNOUNCEMENTS | Kim Molnar announced that the state HIV/AIDS Section would be giving a series of updates over Zoom the following week. Anyone who did not receive invitations via email can visit The AIDS Institute website or get in touch with Kim.  Antonio Miles announced that EVOLVE Tampa Bay will be hosting Connect & Collect, a Black and Brown LGBTQ+ talent showcase event on November 4th at The Grove. On November 13th EVOLVE will be hosting a Miss Shave My face pageant at the Cuban Club. Flyers for both events will be in the next InfoShare. |
| ADJOURNMENT | There being no further business to come before the Care Council, the meeting was adjourned at approximately 3:34 p.m. |
| Note: A recording of the meeting is available by request | For further details about this Care Council meeting, please visit thecarecouncil.org to access meeting minutes and handouts. |
| LIST OF HANDOUTS AND ATTACHMENTS | 1. October 5, 2022 Agenda 2. September 7, 2022 Minutes 3. Background: Part A Reallocations and MAI Allocations 4. Part A Expenditure Report 5. Part A Reallocations and MAI Allocations 6. Background: New Member Application – Johnson, R. 7. 2022-2023 Care Council Work Plan 8. Background: 2022-2026 Integrated Plan 9. Draft 2022-2026 Integrated Plan 10. Assessment of the Administrative Mechanism PowerPoint 11. System Wide HAB Performance Measures 12. October 2022 Calendar |
| WEBSITES CITED | 1. City of Tampa Rental and Move-in Assistance Program - Tampa.gov/RMAP |

**Attendance**

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| **Care Council Members** | **Attendance** |
| (Myles) Edward Myles *(Chair)* | In-person |
| Rachel Brown *(Vice-Chair)* | *Virtual* |
| Steven Becker | In-person |
| Lillie Bruton | In-person |
| Joel Carrier |  |
| Anne Cronyn | *Virtual* |
| J Carl Devine | *Virtual* |
| Nolan Finn | In-person |
| Sheryl Hoolsema |  |
| Nataliya Johnson | In-person |
| Riley Johnson | In-person |
| Vincent Kaborycha |  |
| Angela Kellogg | ALT/*Virtual* |
| Nicole Kish |  |
| Kamaria Laffrey |  |
| Jeffrey Lluberes | In-person |
| Bernice McCoy | *Virtual* |
| Michelle McKinney |  |
| Marylin Merida | In-person |
| Antonio Miles | In-person |
| Amanda MIller |  |
| Kim Molnar | In-person |
| Teriko Perkins | *Virtual* |
| Peggy Wallace | ALT |
| Bernard Washington | *Virtual* |
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| **Associate Members** | **Attendance** |
| Chris Gudis | In-person |
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| **Recipient Staff** | **Attendance** |
| Aubrey Arnold | In-person |
| Dorinda Seth |  |
| Maria Teresa Jaureguizar |  |
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| **Lead Agency Staff** | **Attendance** |
| Darius Lightsey | In-person |
| Yashika Everhart | *Virtual* |
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| **Health Council Staff** | **Attendance** |
| Lisa Nugent | In-person |
| Katie Scussel | In-person |
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| **Regular Guests** | **Attendance** |
| David Cavalleri | In-person |
| Nicole Houston |  |
| Emily Hughart | *Virtual* |
| Dave Konnerth |  |
| Mike Neuges | *Virtual* |
| Jim Roth | *Virtual* |
| Elizabeth Rugg | *Virtual* |
| Chris Walker |  |
| Miyisha Wall |  |
|  |  |
| **Guests** | **Attendance** |
| Lisa Conder | *Virtual* |
| Mac Jean | *Virtual* |
| Kristen Lewis | *Virtual* |
| Corynne Nguyen | *Virtual* |
| Nathan Remy | In-person |
| Michelle Simmons | In-person |
| Wanda Vazquez | *Virtual* |
| Kevin Williams | *Virtual* |

*ALT= Alternate present*  *EX = Excused*

I, Chair E.S. Myles, do certify that these minutes have been approved by me and the members of the Care Council on this day, November 2, 2022.

E.S. Myles, Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_