

WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

**METRO INCLUSIVE HEALTH – ST. PETE**

**WEDNESDAY, FEBRUARY 1, 2023**

**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 1:36 p.m. |
| ROLL CALL AND INTRODUCTIONS | See attached attendance list. |
| CHANGES TO AGENDA | There were no changes to the agenda. |
| 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 December 7, 2022 and January 4, 2023 were approved (M: Devine, S: Finn) (18 yes, 0 no, 0 abstain).** |
| CHAIR/VICE CHAIR’S REPORT | There was no Chair or Vice Chair report. |
| RECIPIENT’S REPORT | Recipient staff, Aubrey Arnold, announced that Part A had received a partial award for fiscal year 2023-2024 in the amount of $1,861,121. The full award is expected in April or May, so there will not be a full budget for another two or three months. Aubrey then said he expects to see status quo funding of about $10.5 million, or maybe a slight increase. There will also be carryover funding that is not being fully spent this year that the program will be able to request for the next fiscal year. Aubrey went on to say that we are in the last month of the current fiscal year and that there is going to be a lot of money left on the table, which is something he has not seen in the last several years. He said that we will meet our requirement of 95% expenditure, but that there is quite a bit of residual funding left, even in services like Outpatient Ambulatory Health Services, which is the top priority funding category. Aubrey said he thought there were a number of reasons to account for this change, including the number of people being served under private health plans. He then said a big focus in the next year, once we receive data back on the client needs survey, will be looking at expenditures over the last couple years and figuring out how to re-prioritize funding to best meet needs.  Aubrey went on to report Ending the HIV Epidemic (EHE) had received a small partial award of $343,016 to start the year. The EHE funding year coincides with the Part A year, so they both start March 1st.  Aubrey then shared that our HRSA project officer is reviewing the Integrated Plan and should be getting comments back. One thing that project officers are looking at is how EHE efforts are being aligned with the work being done in Part A. Aubrey said he expects our plan to be well received and that once he receives comments back, he will share them with the Care Council. The EMA will have its next HRSA site visit for Part A in 2024.The last site visit was in May of 2019. Representatives from HRSA will be looking at Planning Council operations, internal operations with the county, visiting providers, and talking to various stakeholders. EHE will also have a site visit in 2023.  Aubrey will be attending an in-person statewide meeting in Orlando at the end of the month with all Part A’s from across the state, as well as Part B management. They will be discussing data-sharing and how to best meet needs here in Florida going forward into 2023 and 2024.  Aubrey said that his office is looking at some enhancements to e2-Hillsborough to allow clients to interact with the database directly, including a client portal to upload documents and participate in their own eligibility process. There will also be a procurement module, so that when there is an active Request for Applications (RFA) or procurement opportunities out for bid, bidders will be able to submit their applications and upload documents into the database. Reviewers will also be able to access the documents on the back end. The next procurement will be in the fall of this year and almost all services will be up for bid.  To close, Aubrey said it will be a very busy year going forward and that he was excited about all of it and thinks the program is going forward in a very positive direction.  Myles commented that the client portal in e2-Hillsborough sounded very cool and he was looking forward to that. Aubrey said he was excited about it too and that a lot of the other areas in Florida were already offering something like that. He also said that he realizes some people do not have access to smartphones, but for those that do it will be very convenient.  Nolan Finn asked about the amount of carryover funding for the current year, asking if it was close to $500,000. Aubrey said that yes, we’re going to be just under the wire and that it is unusual for this area. Aubrey said he was very concerned because it shows that funding should have ended up in a better place than where it did, and that there were a lot of factors contributing to that. There are still ongoing impacts from the COVID-19 pandemic, including lingering fear about going in to see a doctor or a dentist, and it has taken time for people to get back into their regular routine. Nolan asked when the area would receive the carryover and Aubrey said in recent years it has been in the summer, in June or July. Nolan said it was one thing to try to spend $180,000, but another thing to figure out how to spend half a million. Nolan then said to members that maybe the Council should be figuring out how to use these funds to address the issue of housing. Aubrey reminded members that there will be new housing services funded under Part A starting in March in Pasco and Hernando, as well as substance misuse, and he expects to see big demand for these services.  Holly Beaver asked if the carryover amount for this area is comparable to other areas around the state. Aubrey said yes, some other areas are experiencing the same thing.  Angela Kellogg said we also need to consider capacity, because she knows over the last couple years there have been a lot of staffing issues, especially in healthcare settings. It may not be that clients don’t need services as much as it may be that the providers don’t have the capacity to serve. |
| LEAD AGENCY REPORT | Darius Lightsey reported that he would also be attending the statewide meeting later this month that Aubrey mentioned. The health department has done interviews for the Grants Manager position that has been vacant since Yashika Everhart passed away in December. They have identified a candidate and will be moving forward with the HR process to hopefully have that person in by March. They have also done interviews for other key positions that are vacant within the program and are hoping to have additional staff starting in March.  Darius went on to say that Part B is busy working on contract renewals for the new grant year, starting April 1st, and that he expects to be in good shape for the new grant year. Darius then said that like Part A, Part B will also be looking at how they allocate funding going forward to better spend down the funds as he is not sure they’re going to be able to spend down what they normally do this year.  There was a very successful Pinellas EHE Council meeting the previous week with lots of in-person attendance and participation, including new stakeholders that had not attended before.  Kim Molnar said that she heard several EMAs were having issues with CAREWare and asked if he knew anything. Darius said he was aware of some issues going on and that that is something the CAREWare helpdesk is working to address. Kim said some areas were reporting devastating data loss. Angela said some client information is reverting back to old information from years prior. There have also been issues with the Federal Poverty Level (FPL).  Nathan Remy asked about dental services for Part B clients and whether any Part B client can receive dental services at any Department of Health. Darius said he knew that Nathan’s organization was having a particular issue with this service and asked that they have a conversation offline. |
| HOUSING OPPORTUNITIES FOR PEOPLE WITH HIV/AIDS (HOPWA) REPORT | Indira Palomino with the City of Tampa reported that they are working on preparing the universal application for the next HOPWA three-year agreements. That application will include multiple programs in addition to HOPWA. After the application is approved by the city’s legal time, Indira will share it with the Care Council. The service area will be the same, covering Hillsborough, Hernando, Pasco, and Pinellas Counties. They are also adding primary housing placement services, which will include security deposits. Indira also mentioned that she had received an email that day from the Department of Housing and Urban Development (HUD) on a funding opportunity for Ryan White providers that is due February 15th. Indira brought copies of the announcement to the meeting and said she was happy to share with anyone who was interested. |
| CARE COUNCIL PLANNING SUPPORT (PCS) STAFF REPORT | Planning Council Support (PCS) Staff, Katie Scussel, gave an update on the 2022 HIV Care Needs Survey, saying that there were just below 300 responses received so far. For perspective, the 2019 survey received around 1000 responses, so Katie said we were currently lagging behind what was received last time. There are two months left to receive responses. Katie said that, preliminarily from the data we have so far, the biggest needs are housing, limited, one-time short-term assistance with medications not covered by ADAP, utilities, housing, food, and/or transportation, oral health, and food bags, grocery certificates, home-delivered meals, or nutritional supplements. She added that she thought these needs spoke to how much people are struggling financially right now with inflation and rising housing costs.  Katie then said she was handing out an updated demographics form to assess how many members are living with HIV, not affiliated with a funded agency, and actively receiving Ryan White services. Katie said that historically we have only tracked whether members living with HIV are affiliated with an agency or not, but not whether they are receiving services, but this is information we have to report to HRSA. Katie then said she would like all members to fill out the form even if they are not receiving services, in case anyone who joined a while ago may have changed jobs or may fit a different membership category than when they first joined.  Katie then said the Care Council would be meeting at the Children’s Board next month. She said that she had done a walk through to check on the technology available there and it seemed it will work for this meeting but that she had heard from other meetings that the audio can be a challenge for virtual participants.  Aubrey asked about the goal for the total response rate for the survey. Katie answered that for a statistically valid sample for our area, we would need at least 377 responses, but that the Needs Assessment Committee that put together the survey has set a goal of a 10% response rate for each area, which would be around 1,900 responses for the Total Service Area (TSA) or 1,400 from the Eligible Metropolitan Area (EMA), which is a great deal more than was received in 2019. Katie also said that from the last Needs Assessment Committee meeting that she sat on, that most other areas have had a response similar to this area. Aubrey noted it was important everyone know that the survey is not just intended for Ryan White clients; it’s for any person who is HIV positive. Nolan then asked whether our area was coordinating with any specialty doctors' offices in the area who see a lot of HIV patients on private insurance. Katie said that Midway Specialty Care is on her list of providers that she is in touch with, but that she hasn’t heard from them so doesn’t know whether or not they are helping distribute the survey. She then said if there are any other doctor’s offices Nolan knows of that she would be happy to reach out. Nolan said he would be willing to volunteer to visit doctors’ offices to promote the survey. |
| WOMEN, INFANTS, CHILDREN, YOUTH, AND FAMILIES (WICY&F) WORK GROUP | PCS Staff, Abigail Machtel, reported that WICY&F met on January 26, 2023. The main topic of the meeting was whether to reschedule the group’s fall event that had been canceled. The group decided to put their efforts toward the next spring event, which is traditionally held around Mother’s Day. The next WICY&F meeting will be on February 23, 2023 on GoToMeeting. |
| BYLAW REVISIONS/COMMITTEE DISCUSSION | Nolan presented proposed changes to the committee structure in the bylaws, which include keeping all committees the same, except for WICY&F continuing to function as a work group and Membership, Nominations, Recruitment, and Training Committee being combined with Community Advisory Committee to become the new Membership and Community Outreach Committee.  **Background**  In September 2021, the Care Council voted to suspend the current bylaws, enacting Rules of Engagement (ROE). The Rules of Engagement collapsed all but one Care Council committee, offered voting membership on the Care Council to former committee members, and eliminated term limits for membership, along with other changes to the Care Council structure. The ROE was to be enacted for a trial period of one year, beginning September 1, 2021. On August 3, 2022, the Care Council voted to extend the ROE until December 31, 2022, to take additional time to plan for the transition back to the old Care Council structure under the previous bylaws. The Care Council then voted on December 7, 2022 to extend the ROE indefinitely until new bylaws are adopted.  An ad hoc committee met in September 2022, October 2022, and January 2023 to discuss the transition back to the former committee structure and to update the previous bylaws. Minutes from these meetings are provided in the meeting packet as background information. The following bylaw revisions resulted from these ad hoc committee discussions (see attachment).  Please note that the additions to the bylaws are underlined and deletions are ~~struck through~~.  **Action Required**  **THAT THE CARE COUNCIL ACCEPTS THE PRESENTED REVISIONS TO THE BYLAWS.**  **Members voted to approve the presented changes to the bylaws (M: Finn, S: Molnar) (18 yes, 0 no, 0 abstain).**  Nolan then said Katie would be sending out an email asking each member which committee they would like to join. He reminded members that, per the bylaws, each member was required to sit on at least one committee. Committees will be meeting at their traditional times for the first meeting and then each committee can decide when and where they would like to keep meeting. |
| COMMUNITY INPUT | Nolan shared a recent experience of being at his doctor’s office and overhearing someone at the check in window saying they were so grateful for the Ryan White program. He said he wanted everyone to know that it is working and that people are grateful. Aubrey and Myles thanked him for sharing. |
| PREVENTION ACTIVITIES/QUALITY MANAGEMENT | David Cavalleri, Quality Management Consultant, presented the December 2022 System-Wide HIV/AIDS Bureau (HAB) Performance Measures, explaining that these are some of the outcomes he tracks through CAREWare and e2-Hillsborough. The measures reflect the 5,904 clients accessing medical care through Part A or Part B as of December 2022. 85.4% of clients are virally suppressed, compared to a national average of 65% for all people with HIV (not just Ryan White clients). To be retained in care, a person must have had two medical visits, including labs, at least three months apart within a twelve-month period. In December 2022, 75.1% of clients were retained in care, which is lower than the metric typically has been for the area. The national average is 51%, for all people with HIV.  Table  Description automatically generated  Nolan asked if the table could be edited to include the number of total clients served for each month. David said he was fine with adding the sample size for each month.  Aubrey said that he thought before the pandemic that viral load suppression for this area had been approaching 90%. David said, yes, the area has gotten very close to 90%.  To close, David said he wanted to reiterate what Nolan had said about people being very appreciative of the care that they get. David also compiles the Client Satisfaction Surveys and sends out a report to providers on the findings. The survey has found that clients are overwhelmingly grateful and appreciative of the work that providers do. Around 96-97% of people who answer the survey are very happy with their care.  David said members are always welcome to email him with any questions. |
| PUBLIC POLICY REPORT | Kirsty Gutierrez announced that two weeks prior, the Tennessee governor announced that as of May 31, 2023, the state of Tennessee would no longer accept any federal funding for HIV prevention, which includes all Ending the HIV Epidemic (EHE) funding. All subgrantees across the state, as well as any organizations receiving in-kind services, such as HIV testing supplies, education, prevention materials, etc., will have to find their own sources of funding. Rachel Brown pointed out that it also included Planned Parenthood. Kirsty said that with Florida now becoming a red state, that it was something we should keep a pulse on. Kim Molnar added that the AIDS Institute has reached out to ask what they can do to help the state of Tennessee and were told that, until they get a plan together, not to do anything yet. Lisa Nugent mentioned that the National Minority AIDS Council (NMAC) had recently written a letter outlining their recommendation that a private entity, such as the United Way, become the Lead Agency for prevention funding, rather than the state health department. With such a tight deadline, it will be difficult to have everything in place by June 1st. Aubrey said that it was punitive and indicative of the climate we are in, which is very concerning. Angela mentioned with the recent banning of pediatric transgender healthcare in Florida, it is a matter of figuring out what is next to go. Myles said that it made him very nervous because of all the things going on politically in Florida right now, including transgender services and critical race theory and African American studies being challenged in public education.  Nolan said that this conversation raised an earlier question of how we can pressure HRSA to take some kind of action to allow Recipients to be more flexible with how funding is spent, to be able to respond more immediately when things come up. For instance, having a surplus of $500,000 to spend but not being able to spend it on housing. Aubrey said that yes, it speaks to being able to be more nimble with our funding. Aubrey then mentioned he learned recently from the area’s HRSA project officer that there will be an upcoming housing summit, to give feedback and talk through some solutions to housing issues, and that he had said our area was definitely interested in participating. Aubrey said he would be gathering feedback from this group before the summit. |
| **ANNOUNCEMENTS** | Member, Bernard Washington, announced that University of South Florida Pediatric Infectious Disease is partnering with Midway Specialty Care on an upcoming event in honor of National Black HIV/AIDS Awareness Day. The event is called “Lucky Seven,” and is on February 7th at 7:00 pm, at 7th and Grove in Tampa. There will be free health screenings, giveaways, games, a live DJ and more.  Antonio Miles announced that EVOLVE Tampa Bay is also having an event for National Black HIV/AIDS Awareness Day on February 19th at 7:30 pm at the Cuban Club in Tampa. It will be an amateur house pageant with an HIV prevention and PrEP theme. All participants will be required to make their evening gowns using only household materials. Entry is free and VIP is $10. There will be testing services provided through CAN community health.  Teriko Perkins announced that this coming Sunday, February 5th will be the PrEP for Life pageant at Southern Nights in Tampa at 7:00 pm, sponsored by Midway Specialty Care. Registration for all participants will be at 4:00 pm the day of and will include a mandatory PrEP course. Winners will receive $2000 as a prize as well as other incentives throughout the year, as they will be acting as PrEP ambassadors.  Also in recognition of National Black HIV/AIDS Awareness Day, Myles announced that Banyan Tree Project will be hosting a Candlelight Vigil at the Sanderlin Center on February 7th at 7:00 pm. Myles shared that he will be singing at the event.  Bernard also announced that on February 7th, the Ybor Youth Clinic will be open all day for walk-in testing for HIV and sexually transmitted infections (STI’s) for youth ages 13-24. No appointments are needed.  Rachel Brown asked if the QM performance measures could be separated by newly diagnosed and previously diagnosed, so that the Council could see what is happening with people who are newly entering care. David said that it could be separated by established clients versus new clients, but it would vary for some metrics. He said that for the metric of retained in care, for example, clients would have to be in the system for at least three months to count towards that metric.  Antonio announced that Positively U received a donation of over 600 flip-flops and would love to share them with any clients or community members that need shoes. There are a variety of sizes, and men’s, women’s, girl’s, and boy’s sizes. |
| ADJOURNMENT | There being no further business to come before the Care Council, the meeting was adjourned at approximately 2:58 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. February 1, 2023 Agenda 2. December 7, 2022 Minutes 3. January 4, 2023 Minutes 4. Background – Bylaw Revisions 5. Draft Bylaws 6. September 21, 2022 Ad Hoc Committee Minutes 7. October 24, 2022 Ad Hoc Committee Minutes 8. January 10, 2023 Ad Hoc Committee Minutes 9. December 2022 System Wide HAB Performance Measures 10. February 2023 Calendar |
| WEBSITES CITED | None |

**Attendance**

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| **Care Council Members** | **Attendance** |
| (Myles) Edward Myles *(Chair)* | In-person |
| Rachel Brown *(Vice-Chair)* | In-person |
| Steven Becker | *Virtual* |
| Lillie Bruton | *Virtual* |
| Joel Carrier |  |
| Anne Cronyn | ALT |
| J Carl Devine | In-person |
| Nolan Finn | In-person |
| Sheryl Hoolsema | In-person |
| Nataliya Johnson |  |
| Riley Johnson |  |
| Vincent Kaborycha |  |
| Angela Kellogg | In-person |
| Nicole Kish | In-person |
| Kamaria Laffrey |  |
| Jeffrey Lluberes | *Virtual* |
| Bernice McCoy | *Virtual* |
| Marylin Merida | *Virtual* |
| Antonio Miles | *Virtual* |
| Kim Molnar | In-person |
| Teriko Perkins | *Virtual* |
| Peggy Wallace | *ALT* |
| Bernard Washington | *Virtual* |
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| **Associate Members** | **Attendance** |
| Chris Gudis |  |
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| **Recipient Staff** | **Attendance** |
| Aubrey Arnold | In-person |
| Dorinda Creighton-Seth |  |
| Maria Teresa Jaureguizar |  |
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| **Lead Agency Staff** | **Attendance** |
| Darius Lightsey | *Virutal* |
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| **Health Council Staff** | **Attendance** |
| Abigail Machtel | In-person |
| Lisa Nugent | In-person |
| Katie Scussel | In-person |
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| **Regular Guests** | **Attendance** |
| David Cavalleri | *Virtual* |
| Emily Hughart |  |
| Elizabeth Rugg | *Virtual* |
|  |  |
| **Guests** | **Attendance** |
| Holly Beaver | In-person |
| Sara Blanks | *Virtual* |
| Joshua Cardwell | *Virtual* |
| Kirsty Gutierrez | *Virtual* |
| Cathy LaBuz | *In-person* |
| Mike Neuges | *Virtual* |
| Indira Palomino | In-person |
| Nathan Remy | *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, March 1, 2022.

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