

Central Florida HIV Planning Council Planning Council Business Meeting Minutes

July 28, 2021

Call to Order: The Sr. Co-Chair, Mr. Hunt called the meeting to order at 6:00 p.m. at the Hilton Garden Inn located at 1275 Lee Road, Winter Park, FL 32789.

Members Present: Earl Hunt, Gabriella Rodríguez, Angela Hunt, Collins, Ira Westbrook. Willie Beasley, Maria Buckley, Dean Hutchins, Vel Cline, Flora Kavitch, Marion Stephney, Keith Tremain, Mike Alonso, Jessica Seidita via teleconference, Grisela Hernandez via teleconference, Charlie Wright via teleconference, Vicki Cobb-Lucien via teleconference

Members Excused: Roy Harry, Angus Bradshaw, John Curry, Kim Murphy

Absent: Sam Graper, Jordan Almazan

Approval of the agenda:	<p>The committee reviewed the agenda and made the following updates:</p> <ul style="list-style-type: none"> • Removed the Assessment of the Administrative Mechanism Update. <p>Motion: Ms. Rodriguez made a motion to approve the agenda with changes. Ms. Buckley seconded the motion.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="padding: 2px 10px;">In Favor</th> <th style="padding: 2px 10px;">Against</th> <th style="padding: 2px 10px;">Abstention</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 2px 10px;">16</td> <td style="text-align: center; padding: 2px 10px;">0</td> <td style="text-align: center; padding: 2px 10px;">0</td> </tr> </tbody> </table> <p>The July minutes were approved unanimously.</p>	In Favor	Against	Abstention	16	0	0
In Favor	Against	Abstention					
16	0	0					
Approval of the June 30th Minutes:	<p>The June minutes were approved with the following changes:</p> <ul style="list-style-type: none"> • Updated “Open Nominations” to include “Ms. Rodriguez nominated Mr. Beasley for Planning Council Jr. Co-chair. Mr. Beasley accepted the nomination.” <p>Motion: Mr. Collins made a motion to accept the minutes with changes. Mr. Hutchins seconded the motion. The June minutes were approved unanimously.</p>						

	<table border="1"> <tr> <td data-bbox="776 193 915 233">In Favor</td> <td data-bbox="915 193 1068 233">Against</td> <td data-bbox="1068 193 1383 233">Abstention</td> </tr> <tr> <td data-bbox="776 233 915 273">15</td> <td data-bbox="915 233 1068 273">0</td> <td data-bbox="1068 233 1383 273">0</td> </tr> </table>	In Favor	Against	Abstention	15	0	0
In Favor	Against	Abstention					
15	0	0					
<p>Open the Floor for Public Comment:</p>	<ul style="list-style-type: none"> Ms. Stephaney voiced concern regarding ADAP, insurance, and difficulties receiving care as a result of issues with ADAP. Mr. Goodrich from the Part A Office responded that he plans to follow-up about this issue. Mr. Wright requested that forms be put in plain language/laymen's terms to facilitate better understanding. Ms. Cross responded that his concern would be addressed at the next SSQ/Needs Assessment meeting. <p>Comment Cards:</p> <ul style="list-style-type: none"> Ms. Cross informed the committee there were no submissions for public comments. 						
<p>Open Nominations</p>	<ul style="list-style-type: none"> Ms. Cross announced that this will be one of the last meetings to consider or submit nominations and provided a review of the Eligible nominees from previous meetings. Mr. Tremaine informed the council that he declined a nomination via email two days prior. Mr. Alonso nominated Mr. Curry, who was not present at the meeting to accept or decline the nomination. Mr. Westbrook nominated Mr. Collins for Prevention Consumer Representative. Mr. Collins accepted the nomination. 						
<p>Reports:</p>	<p>Membership and PR & Marketing Committee:</p> <ul style="list-style-type: none"> The committee discussed the membership matrix, PC reflectiveness, and committee roster. There are currently 23 Planning Council members, 11 (47.8%) members that are PLWHA, and 8 (34.7%) unconflicted members. 						

- The committee reviewed the Central Florida HIV Planning Council social media account insights for Facebook and Instagram.
- The committee reviewed and the discussed the CFHPC recruitment tracker.
- The committee discussed articles for volume 9 of the Red Ribbon Times and confirmed the article submission date.
- The committee completed their leadership evaluations via Mentimeter.
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World AIDS Day Update:

- The World AIDS day event will take place December 2, 2021, from 6:00 p.m. to 8:00 p.m.
- The theme of the hybrid World AIDS Day event is “Together Again” which will also include satellite sites.
- The program details and entertainment are in the process of being solidified.

Service Systems & Quality and Needs Assessment & Planning Committee:

- The committee received a mini training on making data meaningful.
- The committee received an overview of the Part A Monthly Expenditure Report, Part A Q1 Utilization Report, and the Part B Monthly Expenditure Report.
- The committee reviewed and discussed the Provider Capacity and Capability survey.
- The committee determined that a consultant should be hired to write the Integrated HIV Prevention and Care Plan.
- The committee discussed their Annual Committee report.

Ryan White Community Meeting:

- The participants received a bridge report for the Membership and PR & Marketing Committee and the Service Systems & Quality and Needs Assessment & Planning Committee.
- The participants received an interactive presentation from Mr. Hutchins about communication styles, perception, and teamwork.

- The next Ryan White Community meeting will be held on Tuesday, August 17, 2021, at 6:00 p.m.

**Part A Monthly Expenditure Report:
(Expenditures as of May 31, 2021)**

Mr. Goodrich reported the following:

- Target: 25.00%
- Actual: 21.18%
- Dif: 3.82%

Q1 RW Part A Utilization Report:

Mr. Goodrich reported the following:

- The Orlando EMA Ryan White Part A provides services in Orange, Osceola, Seminole, and Lake Counties.
- All data presented in the report was compiled from Provide Enterprise, the electronic database management systems used by the EMA.
- Data includes utilization for Part A and MAI funding.

Total Clients Served 1st Quarter:

Q1 2020 – 21: 4,060

Q1 2021 – 22: 4,359

New Clients:

Q1 2020 – 21: 131

Q1 2021 – 22: 155

Comparison by Gender:

Male

Q1 2020 – 21: 2,922

Q1 2021 – 22: 3,207

Female:

Q1 2020 – 21: 1,079

Q1 2021 – 22: 1,080

Transgender:

Q1 2020 – 21: 59
Q1 2021 – 22: 72

Comparison by Race:

White

Q1 2020 – 21: 2,066
Q1 2021 – 22: 2,254

Black

Q1 2020 – 21: 1,906
Q1 2021 – 22: 2,003

Multiple:

Q1 2020 – 21: 32
Q1 2021 – 22: 40

Asian:

Q1 2020 – 21: 38
Q1 2021 – 22: 42

American Indian:

Q1 2020 – 21: 12
Q1 2021 – 22: 12

Alaskan:

Q1 2020 – 21: 1
Q1 2021 – 22: 1

Hawaiian:

Q1 2020 – 21: 1
Q1 2021 – 22: 1

Pacific Islander:

Q1 2020 – 21: 1
Q1 2021 – 22: 3

Unknown:

Q1 2020 – 21: 3
Q1 2021 – 22: 3

Comparison by Ethnicity:

Non-Hispanic:

Q1 2020 – 21: 2,781
Q1 2021 – 22: 2,957

Hispanic:

Q1 2020 – 21: 1,276

Q1 2021 – 22: 1,400

Comparison by Age:

13 – 24:

Q1 2020 – 21: 171

Q1 2021 – 22: 175

25 – 44:

Q1 2020 – 21: 1,706

Q1 2021 – 22: 1,828

45 – 64:

Q1 2020 – 21: 1,962

Q1 2021 – 22: 2,094

65+

Q1 2020 – 21: 257

Q1 2021 – 22: 315

Comparison by County:

Orange:

Q1 2020 – 21: 2,861

Q1 2021 – 22: 3,008

Seminole:

Q1 2020 – 21: 462

Q1 2021 – 22: 499

Lake:

Q1 2020 – 21: 379

Q1 2021 – 22: 397

Osceola:

Q1 2020 – 21: 349

Q1 2021 – 22: 450

Comparison by Core Services:

MCM:

Q1 2020 – 21: 1,830
Q1 2021 – 22: 1,449

OAHS:
Q1 2020 – 21: 1,339
Q1 2021 – 22: 1,610

Oral Health:
Q1 2020 – 21: 520
Q1 2021 – 22: 934

EIS:
Q1 2020 – 21: 299
Q1 2021 – 22: 119

LPAP:
Q1 2020 – 21: 127
Q1 2021 – 22: 207

Mental Health:
Q1 2020 – 21: 127
Q1 2021 – 22: 66

Insurance Support Services:
Q1 2020 – 21: 11
Q1 2021 – 22: 63

SA-O:
Q1 2020 – 21: 33
Q1 2021 – 22: 13

MNT:
Q1 2020 – 21: 19
Q1 2021 – 22: 28

Comparison by Support Services:

Referral Specialist:
Q1 2020 – 21: 2,522
Q1 2021 – 22: 3,355

Transportation:
Q1 2020 – 21: 136
Q1 2021 – 22: 199

Peers:

Q1 2020 – 21: 155

Q1 2021 – 22: 96

Food:

Q1 2020 – 21: 49

Q1 2021 – 22: 1,593

EFA:

Q1 2020 – 21: 8

Q1 2021 – 22: 64

SA-R

Q1 2020 – 21: 1

Q1 2021 – 22: 1

**Part B Monthly Expenditure Report:
(Expenditures as of May 31, 2021)**

Ms. Andre reported the following:

- Target: 17%
- Actual: 13%
- Dif: 3%

**RW Part B Utilization & Expenditure Report:
(Fiscal Year 2020 – 2021)**

Ms. Andre reported the following:

- The area 7 Ryan White Part B provides services in Orange, Osceola, Seminole, and Brevard counties.
- All data presented in the report was compiled from CAREWare and the AIDS Information Management System, the electronic database management system used by area 7.

Total Clients:

2016: 3,137

2017: 2,814

2018: 2,539

2019: 2,548

2020: 2,197

Total New Consumers:

2016: 1,014
2017: 467
2018: 524
2019: 506
2020: 565

Comparison by Gender:

Male:

2016: 2,093
2017: 1,944
2018: 1,785
2019: 1,739
2020: 1,511

Female:

2016: 1,024
2017: 846
2018: 732
2019: 787
2020: 660

Transgender:

2016: 18
2017: 20
2018: 19
2019: 19
2020: 23

Comparison by Race/Ethnicity:

White:

2016: 926
2017: 854
2018: 798
2019: 785
2020: 732

Black:

2016: 1,160
2017: 1,111
2018: 916
2019: 963

2020: 766

Hispanic:

2016: 896

2017: 796

2018: 761

2019: 713

2020: 638

Other:

2016: 156

2017: 53

2018: 64

2019: 90

2020: 61

Comparison by Age:

2 – 12:

2016: 0

2017: 0

2018: 0

2019: 0

2020: 0

13 – 24:

2016: 353

2017: 116

2018: 96

2019: 81

2020: 59

25 – 44:

2016: 1,107

2017: 997

2018: 905

2019: 926

2020: 865

45 – 64:

2016: 1,519

2017: 1,494

2018: 1,341

2019: 1,308

2020: 1,050

65+
2016: 185
2017: 206
2018: 196
2019: 233
2020: 223

Comparison by County:

2020:
Brevard: 51%
Osceola: 21%
Orange: 20%
Seminole: 3%
Other: 5%

**Local Pharmaceutical Assistance Program:
(Expenditures Brevard County)**

2016:
Final Expenditure: \$141, 110
Clients: 424
Average Cost: \$333
Units: 4,719

2017:
Final Expenditure: \$131,041
Clients: 453
Average Cost: \$289
Units: 4,591

2018:
Final Expenditure: 134,041
Clients: 4,523
Average Cost: \$258
Units: 4,494

2019:
Final Expenditure: \$112,622
Clients: 403
Average Cost: \$279
Units: 2,87

2020:
Final Expenditure: \$6468

Clients: 152
Average Cost: \$43
Units: 368

Health Insurance:

2016
Final Expenditure: \$31,141
Clients: 81
Average Cost: \$384
Units: 221

2017
Final Expenditure: \$29,257
Clients: 27
Average Cost: \$1,084
Units: 83

2018
Final Expenditure: \$35,144
Clients: 22
Average Cost: \$1,084
Units: 83

2019
Final Expenditure: \$48,812
Clients: 176
Average Cost: \$277
Units: 1,518

2020
Final Expenditure: \$158,476
Clients: 297
Average Cost: \$534
Units: 1,768

Medical Case Management:

2016
Final Expenditure: \$312,077
Clients: 820
Average Cost: \$381
Units: 23,010

2017
Final Expenditure: \$314,415
Clients: 884

Average Cost: \$356
Units: 22,837

2018
Final Expenditure: \$318,415
Clients: 876
Average Cost: \$636
Units: 20,920

2019
Final Expenditure: \$301,653
Clients: 1,117
Average Cost: \$270
Units: 21,921

2020
Final Expenditure: \$265,278
Clients: 925
Average Cost: \$287
Units: 16,906

Mental Health:

2016
Final Expenditure: \$56,000
Clients: 137
Average Cost: \$287
Units: 801

2017
Final Expenditure: \$58,500
Clients: 158
Average Cost: \$287
Units: 851

2018
Final Expenditure: \$58,500
Clients: 159
Average Cost: \$287
Units: 872

2019
Final Expenditure: \$60,500
Clients: 162
Average Cost: \$287

	<p>Units: 906</p> <p>2020 Final Expenditure: \$69,500 Clients: 152 Average Cost: \$287 Units: 986</p> <p>Oral Health:</p> <p>2016 Final Expenditure: \$266,393 Clients: 316 Average Cost: \$843 Units: 792</p> <p>2017 Final Expenditure: \$149,986 Clients: 225 Average Cost: \$667 Units: 387</p> <p>2018 Final Expenditure: \$106,992 Clients: 231 Average Cost: \$463 Units: 397</p> <p>2019 Final Expenditure: \$122,522 Clients: 166 Average Cost: \$738 Units: 303</p> <p>2020 Final Expenditure: \$254,968 Clients: 191 Average Cost: \$1,335 Units: 444</p>
New Business:	Integrated HIV Prevention and Care Plan Guidance

- Ms. Cross asked that the committee members participate in this process and reach out to Planning Council Support with any questions. There will be a town hall surrounding the integrated plan. Information will be sent about this in the future.

Annual retreat reminder

- Ms. Cross reminded the committee that there will be two opportunities to complete the annual retreat training this year. The first one will take place this Saturday, July 31st, 2021. with the next opportunity being on Saturday, August 28th, 2021. Members only need to attend one session to comply with the mandate. The pre-recorded trainings that should be viewed prior to attending the training were sent out today. Ms. Andre sent the link to pre-recorded sessions in the virtual meeting chat.
- Ms. Cross informed the committee members that the purpose of the trainings are to prepare members for the upcoming data presentation.

Open Nominations Updates

- Ms. Cross announced that the FCPN nominations would be postponed. Eligible nominees from the current cycle will be relisted next year and the current representatives will continue to serve for the following year.
- Ms. Cross also announced that the open nominations will close at the next full body meeting on August 25th. Letters of intent should be sent by any individuals that are interested in the roles that they were nominated for. The Planning Council Support team will send email reminders regarding this information.
 - Mr. Bent called for announcements.
 - Mr. Hunt adjourned the meeting at 7:17 PM.

ACTION ITEMS

Item

Next Meeting	August 19th, 2021
Adjournment:	7:17 P.M.

Whitney
Prepared by: Marshall Date: 7/29/21

Approved by: _____ Date: _____