

Central Florida HIV Planning Council
Planning Council Business Meeting Minutes

January 29, 2025

Call to Order: The CFHPC Sr. Co-Chair, Andres Acosta, called the meeting to order at 6:04 PM at Heart of Florida United Way located at 1940 Cannery Way, Orlando, FL 32804.

Members Present: Sueanne Vazquez, Kara Johnson Williams, Raymond Macon, Frederick “Vel” Cline, Siri “JR” Goberdhan Jr., Alelia Munroe, Charlie Wright, Ira Westbrook, Maria “Angie” Buckley, Yvelouse Augustin-Leow, Monika Trejos-Kweyete, Priscilla Torres-Theobald, Rene Cotto-Lewis

Members Present via Teleconference: Fernell Neal, Andrea Dunn, Jessica Seidita, Gabrielle Leonce

Members Absent: Anthony McNeil, Angus Bradshaw

Recipient Staff Present: Yasmin Andre, Claudia Yabrudy

PCS Staff Present: Whitney Marshall, David Bent, Laura Perez

<p>Approval of the agenda:</p>	<p>The Planning Council reviewed the meeting agenda and approved it as-is.</p> <p>Motion: Alelia Munroe made a motion to accept the agenda as-is. Priscilla Torres-Theobald seconded the motion.</p> <table border="1" data-bbox="708 1037 1247 1113"> <thead> <tr> <th>In Favor</th> <th>Against</th> <th>Abstain</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">19</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </tbody> </table> <p>The motion passed with a unanimous roll-call vote.</p>	In Favor	Against	Abstain	19	0	0
In Favor	Against	Abstain					
19	0	0					
<p>Approval of the December 11 Minutes:</p>	<p>The Planning Council reviewed and approved the December 11 minutes as-is.</p>						
<p>Open the Floor for Public Comment:</p>	<ul style="list-style-type: none"> • A few members shared the names of community members who have recently passed away. • PCS did not receive any comment cards. 						
<p>Reports: Committees</p>	<p>Membership & Engagement Committee:</p> <ul style="list-style-type: none"> • The committee reviewed the membership matrix, PC reflectiveness and PC attendance roster. • There are currently 21 Planning Council members, 52% are PWH, 43% are unaffiliated/unaligned • PWH, and 29% are conflicted members. There is currently one vacant mandated seat (Local Public Health Agency). • The committee reviewed the social media insights for Facebook and Instagram. The committee also reviewed and approved the social media posting guidelines. 						

- The committee reviewed and approved articles and photographs to be included in volume 15 of the Red Ribbon Times magazine.
- The committee reviewed the agenda for the first quarterly training.
- The committee discussed and provided feedback about the World AIDS Day event that took place on December 1, 2024.
- The next Membership & Engagement Committee meeting will be held on Tuesday, February 4, 2025, at 2:00 pm.

Service Systems Planning and Quality Committee Meeting:

- The committee received an overview of the Part A monthly expenditure report, the Part A Quarter 3 utilization report, and the Part B & GR monthly expenditure reports.
- They also received a follow-up on the utilization and expenditures for the Orlando EMA Ending the Epidemic (EHE) initiatives that were presented during the 2024 Data Presentation.
- The committee received an update on the proposal of an Ad Hoc Housing Committee. The committee decided that before a new group is formed, a Homeless Services Network (HSN) representative will be brought in to speak at the next Planning Council Business meeting on January 29th. The purpose of the presentation will be to assist with understanding the role that the Planning Council might play in the existing housing crisis efforts.
- The committee reviewed and updated the Mental Health Service Standard.
- They also continued to create the Other Professional Services and Home and Community-Based Health Service Standards.
- Lastly, the committee received copies of the 2025 HIV Care Needs Survey and the updated Needs Assessment Toolkit. The HIV Care Needs Survey will be released in February 2025.
- The next SSPQ meeting will be held on Thursday, February 6, 2025, at 9:30 am.

Ryan White Community Meeting:

- The participants received an overview of the business conducted during the January Membership & Engagement Committee meeting and the Service Systems Planning & Quality Committee meeting.
- The participants were given the opportunity to provide feedback on the Mental Health Service Standard.
- The participants received presentations on Sober Living with Substance Use Disorder Counseling and the Brevard County HOPWA program.
- The next Ryan White Community meeting will be held at the Holden Heights Community Center on Tuesday, February 4, 2025, at 6:00 pm.

Executive Committee:

- The committee received an overview of the Part A monthly expenditure report, the Part A Quarter 2 utilization report, and the Part B & GR monthly expenditure reports.

	<ul style="list-style-type: none"> • They also received a follow-up on the utilization and expenditures for the Orlando EMA Ending the Epidemic (EHE) initiatives that were presented during the 2024 Data Presentation. • The committee reviewed and discussed a letter of support request. • The committee reviewed and approved the Mental Health Service Standard. • The committee discussed and approved the January Planning Council Business meeting agenda. • The next Executive Committee meeting will be held on Thursday, February 20, 2025, at 2:00 pm.
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<p>Reports: Recipient & Lead Agency</p>	<p>Part A Monthly Expenditure Report: (Expenditures as of November 30, 2024)</p> <p>Claudia Yabrudy reported the following:</p> <ul style="list-style-type: none"> • Percentage of Fiscal Year Transpired: 75.00% • Target Expenditures: 75.00% • Actual Expenditures: 81.98% • Difference: -6.98% <p>Claudia provided the following information regarding the Part A monthly expenditures:</p> <ul style="list-style-type: none"> • All grant funds are on track to be fully spent. • Part A is closely monitoring utilization in the following categories: <ul style="list-style-type: none"> ○ Outpatient/Ambulatory Health Services ○ Oral Health Care ○ Food Bank/Home Delivered Meals • Part A is closely monitoring utilization of Oral Health Care funds and is working closely with dental consultants to triage clients and prioritize emergency dental procedures. • Unused funds from Clinical Quality Management (CQM) will be reallocated to service categories in need. • Part A is working closely with agencies to make sure the remaining funds last through the end of the fiscal year. • Part A will report next quarter on how remaining funds were utilized. <p>Claudia also provided the following information:</p> <ul style="list-style-type: none"> • Part A received the partial grant award, 2.1 million dollars, which should last through the first quarter. • Ending the HIV Epidemic (EHE) funds have been partially awarded \$1 million, which should be 45% of the expected full award. • The EHE housing program will not be continuing into the next fiscal year and is no longer accepting referrals. <p>Members discussed the memo that froze federal funding for two days, as well as other executive orders that could impact transgender and undocumented clients.</p>
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Part A Quarterly Utilization Report:

Claudia Yabrudy provided the following information:

- The Orlando EMA Ryan White Part A provides services in Orange, Osceola, Seminole, and Lake Counties.
- All data presented was compiled from Provide Enterprise.
- Data includes utilization for Part A and MAI funding.
- Summary of clients by core and support services.

Percent Change in Utilization Q2-Q3 2024-2025 Core Services	
Medical Case Management	-5%
Outpatient Ambulatory Health Services	2%
Oral Health Care	-12%
Early Intervention Services	-2%
Local AIDS Pharmaceutical Assistance Program ¹	-
Mental Health Services ²	6%
Health Insurance Premium & Cost Sharing Assistance ³	63%
Medical Nutrition Therapy	-16%
Substance Abuse Services – Outpatient ⁴	-50%

¹No new data was provided for Q3 as this category is now being funded by EHE

²Only 2 months reported, still waiting on invoice from November

³Large increase can be attributed to clients waiting until the end of the year to submit their invoices

⁴Only 1 month reported, still waiting on invoices from 2 months, so percent change in clients is not accurate

Percent Change in Utilization Q2-Q3 2024-2025 Support Services	
Referral for Health Care & Support Services	-4%
Medical Transportation	-7%
Psychosocial Support Services ¹	-32%
Food Bank/Home Delivered Meals	-32%
Emergency Financial Assistance ²	-
Substance Abuse Services - Residential	0%

¹Reduced utilization due to a vacancy

²No new data was provided for Q3 as this category is now being funded by EHE

Claudia reiterated that Part A will be providing a demographic breakdown of client utilization of Early Intervention Services and Mental Health Services to the next Service Systems Planning & Quality (SSPQ) meeting on February 6th. After discussion, the Sr. Co-Chair requested that Part A

provide a demographic breakdown for all service categories. Members also discussed the cost of deductibles impacting client's ability to access medications. Claudia encouraged clients to go through ADAP for medications, or to ensure they select a plan that covers their medications.

EHE Outcomes Update

Nicole Virtue reviewed the following updates made to the 2023-2024 Annual Utilization and Expenditure report:

- Data was provided from the Linkage to Care Community Dashboard (Slide 13). A total of 280 out of 396 recorded clients were linked to care as of November 30th, 2024. 46% of those clients were linked to care in less than 30 days.
- Data was provided on the utilization of the One Stop Shop with extended hours (Slide 14). There have been 74 visits since May 2021.
- Language was added to reflect the flexibility of Peer Support Services and Enhanced Case Management to engage with clients in the community. (Slides 19 & 21)
- Data was provided on the outcomes of the Orlando Health Emergency Room HIV Coordination initiative (Slide 25). Since the start of the initiative, 3,179 patients were tested in the ER, 2,893 (91%) were not reactive, 188 (6%) reactive.
 - Members noted that the numbers of tests completed do not add up to 3,179 (difference of 98)
- Data was provided on the outcomes of the Jail Linkage Program (Slide 26). Over 13,067 tests completed since August 2021, 12,776 (98%) were non-reactive, 291 (2.2%) were reactive.
 - Additional HIV testing is available upon request in the jail
- Data was provided on the EHE Viral Suppression Outcomes (Slide 32). 2023-2024 saw 80% of the 1,658 clients served achieving viral suppression.
- Data was provided on the EHE Annual Retention in Care Outcomes (Slide 33). 2023-2024 saw an increased number of clients due to carryover funds from 2020-2021.
- The amount of funding awarded to EHE will determine what work will be done going forward.

Part B Monthly Expenditure Report: (Expenditures as of November 30, 2024)

Yasmin Andre reported the following:

- Grant Month Number: 8
- Target Expenditures: 67%
- Actual Expenditures 60%
- Difference: 6%

Yasmin provided the following information regarding the Part B monthly expenditures:

	<ul style="list-style-type: none"> • The following service categories are below target: <ul style="list-style-type: none"> ○ Health Insurance Premium & Cost Sharing Assistance, Substance Abuse Outpatient, and Non-Medical Case Management due to reduced utilization ○ Home & Community-Based care due to reduced need ○ Medical Case Management due to reduced case loads ○ Mental Health due to a provider transition, and clients with insurance opting to see other providers in their network ○ Oral Health Care; The existing dental plan ended December 31st, and the category will be shifting to fee-for-service • The following service categories are above target: <ul style="list-style-type: none"> ○ AIDS Pharmaceutical Assistance and Emergency Financial Assistance due to the category funds supplementing a closed funding source through June 30th ○ Medical Transportation Services due to increased utilization of rideshare services • Clinical Quality Management is above target, and adjustments were made in Q2 due to staffing changes <p>Members discussed low utilization of Substance Abuse services. There are other resources available to clients, but clients also are not always ready to access those services. After discussion, members requested that Part A provide a report on referrals to Substance Abuse services in order to compare the number of referrals to the number of clients utilizing the services.</p> <p>Yasmin also provided a brief update on the status of the Part B agency selection. Local agencies have been approved for a 3 month extension, but there still has not been a decision on the agency.</p> <p>GR Monthly Expenditure Report: (Expenditure as of November 30, 2024)</p> <p>Yasmin Andre reported the following:</p> <ul style="list-style-type: none"> • Grant Month Number: 5 • Target Expenditures: 42% • Actual Expenditures: 51% • Difference: -9% <p>Yasmin provided the following information regarding the GR monthly expenditures:</p> <ul style="list-style-type: none"> • Food Bank/Home-Delivered Meals is on target • Referral for Healthcare Support is above target due to FTEs being shifted to GR from Part B
New Business	<p>Mental Health Service Standard</p> <p>Whitney Marshall reviewed the purpose and process of updating Service Standards and reviewed the addition of language clarifying the availability</p>

of telehealth services made by SSPQ. Members were given the opportunity to make changes, but no further updates were made.

Motion: Alelia Munroe made a motion to accept the Mental Health Service Standards with the recommended changes. Vel Cline seconded the motion.

In Favor	Against	Abstain
18	0	1

The motion passed with a majority roll-call vote.

SURE Housing Grant Update

Nicole Virtue shared the following information on the SURE Housing Initiative in response to a request for an update from the Planning Council:

- The purpose of the initiative is to adapt, implement, and evaluate rapid re-housing for people with HIV among three priority populations: People who have been involved in the legal system, people who identify as LGBTQ+, and youth and young adults aged 18-24.
- The goal is to serve a minimum of 50 unduplicated youth and young adults throughout the Orlando EMA.
- The Orlando EMA was 1 of 10 sites selected in the country.
- Orange County Government received the grant in partnership with Zebra Youth, Inc.
- There are currently 40 clients enrolled and receiving support services.
 - 14 clients are currently housed.
 - A group of clients are staying in hotels until housing becomes available.
 - The remainder of clients are in a safe environment until the case manager finds housing for them.
 - There is currently no waiting list.

Members discussed the initiative and asked questions. The contact information for the case manager at Zebra Youth will be provided to PCS and shared with Planning Council Members.

HSN - Housing Continuum of Care (CoC)

Jennifer Royce and Robin Daily (they/he) of the Homeless Services Network (HSN) of Central Florida gave a presentation on the Housing Continuum of Care (CoC) in Central Florida, which included the following information:

- Information about the Homeless Services Network
- Definition of a Continuum of Care
- HSN's role in the Continuum of Care
- List of members of the COC
- Overview of HSN departments
- Overview of the Coordinated Entry System (CES)
- Housing First Interventions Available through CES

	<ul style="list-style-type: none"> ○ Rapid Rehousing (RRH) ○ Transitional Housing (TH) ○ Permanent Supportive Housing (PSH) ● HSN Bonus Projects <ul style="list-style-type: none"> ○ Project Imagine – Survivors of domestic violence and human trafficking ○ Brighter Days – Youth and Young adult (18-24) ○ Supportive Services for Veteran Families (SSVF) ● Overview of the Housing First model, which historically leads to longer-term housing stability and greater chances of success. ● How to connect someone to services ● What someone can expect after being added to the CES ● Information on Hubs and Access points in the community <p>Jennifer and Royce answered questions from members regarding requirements, available slots, waitlists, and the recent law criminalizing sleeping in outdoor public spaces.</p> <p>Motion: Angie Buckley made a motion to extend the meeting by 10 minutes. Vel Cline seconded the motion.</p> <table border="1" data-bbox="711 915 1247 989"> <thead> <tr> <th>In Favor</th> <th>Against</th> <th>Abstain</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>The motion passed with a unanimous roll-call vote.</p>	In Favor	Against	Abstain	17	0	0
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<p>Announcements</p>	<ul style="list-style-type: none"> ● The next Ryan White Community Meeting will be on Tuesday, February 18th at 6pm at Holden Heights Community Center, and will feature an anti-stigma activity with the HIV Stigma Taskforce and Descolonizarte Teatro. Members were encouraged to share the flyer as much as possible. ● FOH Orange County has submitted a request to Tallahassee for a grant for street medicine for unhoused individuals with HIV. If approved, it would be 4-year award that would begin in August. ● Let's Beehive Stinging Stigma in Healthcare symposium will be on February 7-8.
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<p style="text-align: center;">ACTION ITEMS</p>	
<p>Responsible Party</p>	<p>Item</p>
<p>Part A</p>	<p>Report on demographic breakdown of client utilization of all service categories to SSPQ on February 6th.</p>
<p>Part A</p>	<p>Report on number of referrals for Substance Abuse services.</p>

Nicole Virtue	Sending contact information for case manager at Zebra Youth to PCS.
Next Meeting	February 26, 2025
Adjournment:	8:10 PM

Prepared by: *Laura Perez* **Date:** 2/7/2025

Approved by: _____ **Date:** _____

DRAFT