



MEETING AGENDA

COMMITTEE: Joint Client/Community Relations Committee

Date/Time: Tuesday, February 4, 2014, 1:00 p.m.

Location: BRHPC

Yolonda Reed, Part A Co-Chair

Leslie Washington, Part B Co-Chair

1. **CALL TO ORDER:** *Welcome, Review meeting ground rules, Statement of Sunshine, Introductions, Moment of Silence, Public Comment*
2. **APPROVALS:** 2/4/14 Agenda, 11/12/13 Minutes
3. **STANDARD COMMITTEE ITEMS**
 - a. TESTIMONIALS
4. **UNFINISHED BUSINESS**
5. **NEW MEMBER APPOINTMENT**
6. **ACA TOP 10 WORDS TO KNOW (HANDOUT A)**
ACTION ITEM: Review handout on important words to know regarding the ACA Marketplace.
7. **MEETING ACTIVITIES/NEW BUSINESS**

<i>Goal/Work Plan Objective #:</i>	<i>Accomplishments</i>
Hot Topic Ideas (WP Item 1.2)	<i>ACTION ITEM: Identify potential orientation and training topics for future JCCR meetings. (HANDOUT B)</i>
Evaluate 3rd Community Event: World AIDS Day and Consumer Forum (WP Item 2.3)	<i>ACTION ITEM: Discuss JCCR member and client participation at the World AIDS Day event and Consumer Forum on December 3rd and 4th.</i>
Plan for the 1st Community Event (WP Item 2.2)	<i>ACTION ITEM: Plan details of the 1st community event. Discuss date, venue, target population, and/or request more research/details to consider.</i>
Review Work Plan for FY 2014 (WP Item 4.1)	<i>ACTION ITEM: Begin discussion on the Committee work plan for FY 2014 in preparation for the February meeting.</i>

8. GRANTEE REPORTS

9. PUBLIC COMMENT

10. AGENDA ITEMS/TASKS FOR NEXT MEETING: Date: **March 4, 2014** Venue: BRHPC

<i>Agenda Items/Tasks for next Meeting (Work Plan Item/Goal#)</i>	<i>Responsible Party</i>	<i>Information requested (i.e. data, research, etc.) action to be taken, presentation, discussion, brainstorm etc.</i>
Hot Topic Presentation (WP Item 1.2)	JCCR, Grantee, Staff	<i>ACTION ITEM: Be trained on this month's Hot Topic Presentation.</i>
Work Plan/Policies & Procedures (WP Item 4.1)	JCCR, Grantee, Staff	<i>ACTION ITEM: Develop the Committee work plan for FY 2014 as well as review and revise the policies and procedures.</i>
Annual Evaluation (WP Item 4.2)	JCCR	<i>ACTION ITEM: Identify accomplishments, challenges and improvements.</i>

11. ANNOUNCEMENTS

12. ADJOURNMENT

VISION: To ensure the delivery of high quality comprehensive HIV/AIDS services to low income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care

MISSION: We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: Foster the substantive involvement of the HIV affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care
 Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments
 Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment



MEETING MINUTES

COMMITTEE: Joint Client/Community Relations Committee

Date/Time: Tuesday, November 12, 2013, 1:00 p.m.

Location: BRHPC

Yolonda Reed, Part A Co-Chair

Leslie Washington, Part B Co-Chair

	Members		Present	Absent	Guests
1	Reed, Y., Part A Co-Chair		X		Dulius, J.
2	Washington, L., Part B Co-Chair		X		Clayton, L.
3	Franks, H.			E	Robertson, P.
4	Bhrangger, R.		X		Agbodzakey, Dr. J.
5	Katz, H.B.		X		DeSantis, M.
6	Marcoviche, W.		X		Baner, S.
7	Parker-Maysonet, P.			X	
8	Stoakley, M.		X		
9	Wilkins, D.		X		Grantee Staff
10	Dyer, L.			X	Strong, K. (Part A)
11	Burgess, D.		X		Mercer, A. (Part B)
					HIVPC Support Staff
					Crawford, T.
					McEachrane, T.
	Quorum = 7		8	3	

1. CALL TO ORDER:

The Part B Co-Chair called the meeting to order at 1:20 p.m. without quorum. Quorum was established at 1:24 p.m.

The Part B Co-Chair welcomed all present. Attendees were notified of information regarding the Government in the Sunshine Law and meeting reporting requirements, which includes the recording of minutes. Attendees were advised that the meeting ground rules are present, for reference. In addition, attendees were advised that the acknowledgement of HIV status is not required but is subject to public record if it is disclosed.

Chairs, committee members, guests, grantee staff and support staff self-introductions were made.

2. MOMENT OF SILENCE

A moment of silence was observed.

3. APPROVALS:

Motion #1	To approve today's meeting agenda
Proposed by:	Katz, H.B.
Seconded by:	Stoakley, M.
Amendment	Move the Hot Topic Presentation before the ACA presentation
Action:	Passed Unanimously

Motion #2	To approve 10/1/13 meeting agenda
Proposed by:	Katz, H.B.
Seconded by:	Stoakley, M.
Action:	Passed Unanimously



4. STANDARD COMMITTEE ITEMS

a. TESTIMONIALS

None

5. UNFINISHED BUSINESS

None

6. MEETING ACTIVITIES / NEW BUSINESS

<i>Goal/Work Plan Objective #:</i>	<i>Accomplishments</i>
Hot Topic Presentation (WP Item 1.3)	The JCCR Committee members were trained on the requirements for the Housing Opportunities for Persons with HIV/AIDS (HOPWA) program by the HOPWA Administrator, Mario DeSantis. The Administrator discussed the purpose of the program, which is to provide housing resources for people with HIV/AIDS and enable individuals to be self-sufficient. It was mentioned that the HOPWA program has an advisory board (the Community Services Board [CSB]) that meets every 2nd Monday from 4:00 p.m.-6:00 p.m., which is open to the public. The eligibility, types of programs, and myths regarding the program were discussed. Handouts regarding the HOPWA program were distributed to JCCR Committee members. The following programs are administered through HOPWA: Facility Based Housing: Provides resources to develop and operate community residences and other supportive housing. Project Based Rental (PBR) Assistance: Rental assistance to nonprofit organizations for eligible persons or families to live in apartment units. Tenant Based Rental Voucher (TBRV): Rental assistance to eligible persons or families to live in private independent apartment units. Individuals must have a steady income for this program. Short-Term Rent, Mortgage and Utilities (STRMU): Continued support for emergency financial assistance for payment of rent, mortgage and utilities to help prevent homelessness. Individuals do not receive HOPWA Facility, Project or Tenant based assistance. Individuals are also allowed five payments in a year for this program. Permanent Housing Placement (PHP): This program is for individuals who are coming off of the PBR or TBRV programs and are available for clients moving into their own place of residence. These individuals may need moving assistance such as rent for the first and last month or a security deposit. However, clients are only allowed to gain access to this program once a year. The assistance obtained depends on what the landlord



	requests. One of the requirements is that the place of residence must be considered livable; deposits are not placed into the applicant's name. The administrator dispelled myths associated with the program, such as thinking the programs are offered to a client for a lifetime. However, most programs are term-limited with some exceptions. For current programs that are not term-limited, this will be changing in the near future. It was also mentioned that clients are able to access the PHP program if they are independent; however, if a client is on the PBR or TBRV program, they cannot access STRMU. When a client becomes self sufficient, they are able to ask for one of the assistance programs. JCCR Committee members were also informed about specific rules, regulations, and potential violations associated with the HOPWA program. A question and answer session followed. The JCCR Co-Chairs thanked the HOPWA administrator for his presentation. The Part B Co-Chair invited the HOPWA administrator back to one of the JCCR meetings in the future. The administrator asked the Committee for the best way to distribute information to members regarding the program. The Part B Co-Chair remarked that the presentation handout was sufficient.
ACA Presentation: BCFHC	The Part A Grantee representative introduced the presenters (peer navigators) from the Broward Community and Family Health Center (BCFHC), Jerson Dulus and Patrice Dyer who will speak on the Affordable Care Act. The Committee was shown a six minute video regarding the Affordable Care Act (ACA)/Obamacare. The video discussed the four main outcomes regarding the implementation. Individuals will either be insured through their employer, the government, their own purchases through the marketplace, or obtain no coverage. The representatives then presented a PowerPoint presentation on the ACA. The presentation included the following topics: 1) Explanation of the Health Insurance Marketplace Exchange; 2) Eligibility of the Marketplace; 3) Factors to Consider while Choosing a Plan; 4) Federally Approved Plans (as of September 4, 2013); 5) Essential Health Benefits; 6) Health Plan Categories (Bronze, Silver, Gold, Platinum); 7) Types of Insurance Coverage; 8) Options for Individuals who are Unemployed; and 9) Ramifications of not obtaining Coverage. Handouts detailing information about the Affordable Care Act were distributed to Committee members. A question and answer session followed. The BCFHC representatives were thanked for their presentation.



Plan for the 3rd Community Event (WP Item 2.2, 3.2)	The Part A Grantee Staff discussed the Committee's third community event, honoring World AIDS Day in partnership with the Ryan White Part A Program. The event will take place at Hagen Park from 4:00 p.m.-7:00 p.m.
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7. GRANTEE REPORTS

a) Part A

The Part A Grantee office is finalizing their upcoming World AIDS Day event, which will be held on December 3, 2013 at Hagen Park in Wilton Manors (2020 Wilton Drive, Wilton Manors, FL 33305) from 4:00 p.m. –7:00 p.m. It was mentioned that the Grantee staff will be there at 1:00 p.m. Committee members were asked to arrive at any time before the event officially commences. Duties will be assigned to Committee members upon arrival. The event will have various agencies within Broward County available; there will also be a keynote speaker. Flyers will be sent at a later date.

Reauthorization events will take place on Wednesday, December 18th at the Family Success Center in Carver Ranches from 6:00 p.m.-8:00 p.m. and on Thursday, December 19th at Hagen Park for the same time period.

b) Part B

The Part B Grantee mentioned that there will be an administrative rule hearing that will take place regarding ADAP eligibility in January. Information will be sent to members at a later date. It was announced that the poverty level for the 31-day bus pass was recently changed.

The written Part B Grantee report was provided detailing expenditures up to September 2013.

Non-Medical Case Management conducted 725 eligibility interviews in September. Medication co-payment served 181 clients. There were 174 clients served in September for Medication Co-Payment and 7 clients served for Mail Orders, Medical Transportation for September 2013: A total of 12 (10 ride) and 413 (31 day) passes distributed. Residential Substance Abuse is a new category to begin in November.

The written report as included for ADAP was discussed (*copy on file*).

8. PUBLIC COMMENT

None

9. AGENDA ITEMS / TASKS FOR NEXT MEETING: Date: December 3, 2013 Venue: BRHPC

<i>Agenda Items/Tasks for next Meeting (Work Plan Item/Goal#)</i>	<i>Responsible Party</i>	<i>Information requested (i.e. data, research, etc.) action to be taken, presentation, discussion, brainstorm etc.</i>
Plan for the 3 rd Community Event (WP Item 2.2, 3.2)	JCCR, Staff	Conduct the 3rd Community Event (World AIDS Day) with the Ryan White Part A Program Office.

10. ANNOUNCEMENTS

There will be an event to celebrate veterans this Saturday at the Joseph C. Carter Park. Veterans will be able to receive clothing as well as get manicures and pedicures. Thus far, 42 vendors will be available to provide services. The event will begin at 8:00 a.m. with a nice breakfast and conclude at 2:00 p.m.

The Part B Co-Chair of JCCR would like to send a message to the HIVPC Chair stating that all committees should be involved in doing outreach events. The Part B Co-Chair felt that the JCCR Committee has not dropped the ball where community outreach events are concerned.



The Chair of the MCDC meeting proposed having a joint meeting with JCCR and MCDC since both Committees are focused on recruitment. It was concluded that the future meeting will be held in the morning and on a Tuesday to accommodate all members' schedules.

11. ADJOURNMENT

Without objection the meeting was adjourned at 3:01 p.m.

JOINT CLIENT/COMMUNITY RELATIONS COMMITTEE - ATTENDANCE CY 2013
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Member	1/8/13	2/5/13	3/5/13	4/2/13	5/7/13	6/4/13	8/6/13	9/3/13	10/1/13	11/12/13		
Part A												
Reed, Y. Co-Chair			Community Event-Non quorum mtg	<i>Appointed 10/16/13</i>						1		
Bhrangger, R.	1	1		1	1	1	1	1	1	1		
Dyer, L.	1	1		1	1	E	1	1	1	A		
Marcoviche, W.	1	1		1	1	1	1	1	1	1		
Katz, H.B.,	1	1		1	1	1	1	1	1	1		
Burgess, D.				<i>Appointed 10/24/13</i>						1		
Parker-Maysonet, P.	1	1		A	A	1	1	E	1	A		
Part B												
Washington, L., Co-Chair	1	1		1	1	1	1	1	1	1		
Franks, H.	E	1		1	1	1	1	1	1	E		
Stoakley, M.	A	1		1	1	E	E	A	1	1		
Wilkins, D.	1	1		1	E	E	1	1	1	1		
Quorum = 7	7	9		8	7	6	8	7	9	8		

Say what?

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Top 10 Health Insurance Words to Know

1. Affordable Care Act

Refers to the final version of the health care law designed to create more affordable and accessible health insurance. You may know it as “Obamacare.”

2. Coverage

This is when your health insurance helps pay for doctors’ visits, medical issues and other services. Insurance coverage prevents you and your family from being responsible for the whole medical bill.

3. Deductible

The fixed amount you pay for health care services before your health insurance begins to pay.

4. Essential Health Benefits

Services that are covered within your plan’s provider network. Included are emergency services, preventive services, maternity care and laboratory services.

5. Health Insurance Marketplace

A resource designed to help people needing health insurance to choose a plan and enroll in coverage. You can access it by visiting **healthcare.gov** or calling **800-318-2596**.

6. Network

The hospitals and doctors that work with your insurance plan to provide services to you and your family.

7. Provider

This is how you get medical help through your insurance. A provider can be a program, doctor or health care facility like a hospital that provides health services.

8. Premium

The continuing amount that you pay for your health insurance. Payments are made monthly, quarterly or yearly by you or your employer.

9. Preventive Benefits

The basic health care that helps keep you from getting sick. These benefits include check-ups and screenings to test for health issues.

10. Tax Credit

You can receive help paying for insurance by getting money back in the form of a tax credit. This assistance will depend on several factors including income, and will make insurance more affordable than it may have been in the past.



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Ideas for Expert Speakers to Present ‘Hot Topics’ at JCCR Meetings

Medical Topics (Staying in Care, Medication overview, etc.)

- 1) Dr. Michael Sension or Dr. Sheetal Sharma, infectious disease specialists at Comprehensive Care Center
- 2) Dr. Ana Puga, medical director at Children’s Diagnostic & Treatment Center

Eligibility and Ryan White Services

- 1) Natasha Markman, manager of Centralized Intake and Eligibility Determination at Broward Regional Health Planning Council
- 2) Staff of the County Ryan White Part A Grantee’s Office
- 3) Staff of Part B Grantee’s Office
- 4) Staff at Medicaid to discuss Waiver program

HIV/AIDS Epidemic in Broward County

- 1) Dr. Stephen Bowen of Broward County Health Department to discuss the extent of the epidemic and affected populations

Broward County Health Department Services

- 1) Director of the AIDS Drug Assistance Program
- 2) Abraham Feingold, director of PROACT program, which helps keep people in medical care
- 3) Director of the Ryan White dental program for adults and children

HIV Planning Council / Public Involvement

- 1) Planning Council staff to explain how the Council works
- 2) Joint Priorities Committee Co-Chair Carla Taylor-Bennett to explain the allocation of Ryan White grant funds

Testimonials from PLWHAs

- 1) PLWHAs on JCCR make up a discussion panel to tell how they live with HIV/AIDS
- 2) Peer counselor from Memorial Healthcare

Housing Services

- 1) Mario DeSantis, Housing Administrator at Housing Opportunities for Persons with AIDS

ACA Community Resources

- 1) Marketplace Navigators from Broward Community & Family Health Centers

2013-14 Work Plan Calendar for Joint Client/Community Relations Committee

	March	April	May	June	July	Aug
JCCR	Evening community event	1 Hot topic 2 Plan next community event	1 Rank Service Categories 2 Hot topic - PSRA training 3 Plan 2 hot topics	1 Hot topic 2 Plan next community event 3 Develop social media strategy	X	1 Hot topic 2 Plan 2 hot topics 3 Develop peer educator program 4 Plan 2nd Community Event
	Sep	Oct	Nov	Dec	Jan	Feb
JCCR	1 Hot topic 2 Community Event (Resource Fair)	1 Hot topic 2 Analyze Community Event	1 Hot topic 2 Plan 3rd Community Event	1 Hot topic 2 Third Community Event (ACA)	1 Hot topic 2 Analyze Community Event	1 Update Work Plan 2 Annual Evaluation 3 Plan 2 hot topics

Broward County HIV Health Services Planning Council FY13-14 Joint Client/Community Relations Committee Work Plan

Objective 1. Educate JCCR Members and PLWHAs About How The Council Functions And How They Can Play An Active Role	Responsible/Source	Outcome	Start	Due	Progress
1.1 Develop new strategy for using Social Media to reach consumers.	JCCR, Grantee, Staff	Increased PLWHA participation	6/13	6/13	In process
1.2 Receive orientation and training to enable Committee members and consumers to be more active participants in the Council and Committees. This includes educational “Hot Topics” at JCCR meetings. (Topics can include PSRA training for JCCR, how to use data to assess community need, using data to identify target populations and using data to identify disparities.)	JCCR, Grantee, Staff	Educated Committee members, consumers	5/13, 8/13, 2/14 PSRA 5/13	5/13, 8/13 2/14	Recurring; multiple trainings complete
1.3 Develop and recommend plan to send Peer Educators to community events for consumers. Discuss training JCCR members on how to be peer educators.	JCCR, Grantee, Staff	Educated Committee members, consumers	8/13	9/13	Complete
Objective 2. Hold Community Meetings To Educate Consumers About Navigating the Health System and Encouraging Consumer participation					
2.1 Plan community meetings. Identify goals to be achieved. Focus should be navigating the HIV health system, prevention for people who are positive, staying in treatment, educating about community viral load. Target populations with high incidence of HIV or barriers to care.	JCCR, Grantee, Staff	Meeting preparedness	4/13,8/13, 12/13	4/13,8/13, 12/13	Planning for 1 st event complete
2.2 Hold meetings in the community. Goal: 3 per year.	JCCR, Grantee, Staff	Meeting held	3/13,9/13, 12/13	3/13,9/13, 12/13	All 3 meetings held
2.3 Analyze the effectiveness of each community meeting and recommend future actions.	JCCR, Grantee, Staff	Improved events in future	4/13, 10/13 1/14	4/13,10/13 1/14	All events analyzed
Objective 3. Obtain Consumer Feedback; Provide Council With Insight From Consumer Perspective					
3.1 Gather feedback from consumers about barriers to obtaining HIV services and staying in treatment (for example, at community meetings). Recommend possible solutions.	JCCR, Grantee, Staff	Better knowledge of consumer needs and problems	3/13, 9/13 12/13	3/13,9/13 12/13	Complete
3.2 Assist Membership/Council Development Committee in recruiting consumers and others to become involved as members of the Council and its Committees (for example, at community events).	JCCR, Grantee, Staff	Increased PLWHA participation	3/13,9/13, 12/13	3/13,9/13, 12/13	Complete
Objective 4. Develop Annual Work Plan					
4.1 Develop annual work plan; Review Policies & Procedures	JCCR, Grantee, Staff	JCCR work plan	2/14	2/14	
4.2 Make annual evaluation: accomplishments, challenges & improvements	JCCR	Identify changes	2/14	2/14	

**Ryan White Part B
Expenditure Report
December 2013**

Service Category	Part B 2013-14 Allocated	Part B 2013-14 (December/ Encumbered)	Part B 2013-14 Monthly Average Left	Part B 2013-14 (YTD Spent/ Encumbered)	Part B 2013-14 (% Encumbered)	Part B 2013-14 (% Left)	Part B 2013-14 (Balance)
Home Delivered Meals	\$ 2,479	\$ -	\$ 686	\$ 420.00	17%	83%	\$ 2,059
Medication Co Pay	\$ 310,000	\$ 6,858.07	\$ 50,218	\$ 159,347.00	51%	49%	\$ 150,653
Case Management (non-med)	\$ 244,928	\$ 31,315.10	\$ 15,857	\$ 197,358.00	81%	19%	\$ 47,570
Residential Substance Abuse	\$ 300,000	\$ 9,082.70	\$ 96,972	\$ 9,082.70	3%	97%	\$ 290,917
Medical Transportation	\$ 134,330		\$ 28,005	\$ 50,315.00	37%	63%	\$ 84,015
Administration	\$ 110,192	\$ 7,661.46	\$ 12,625	\$ 72,316.00	66%	34%	\$ 37,876
TOTALS	\$ 1,101,929	\$ 54,917.33	\$ 204,363	\$ 488,838.70	44%	56%	\$ 613,090.30

56%

Home Delivered Meals November 0
Non-Medical Case Management conducted 692 eligibility interviews in December
Medication Co Payment served 126 clients in December
121 Clients served in Medication Co Payment
5 Clients served in Mail Order
Medical Transportation 814 (31) day passes were distributed in December.
Residential Substance Abuse served 6 unduplicated clients.

**RW Part B Expenditures
April-December 2013**

