Fort Lauderdale / Broward County EMA
Broward County HIV Health Services Planning Council
200 Oakwood Lane, Suite 100, Hollywood, FL, 33020
Tel: 954-561-9681 / Fax: 954-561-9685

HIV PLANNING COUNCIL COORDINATION MEETING AGENDA

Wednesday, March 8, 2017 – 2:30 p.m.
Conference Call
Chair: Brad Barnes **Vice Chair:** Requel Lopes

1. **CALL TO ORDER**

2. **REVIEW STATEMENT OF SUNSHINE & PUBLIC COMMENT REQUIREMENTS**

3. **WELCOME AND INTRODUCTIONS**

4. **REVIEW:**
   - Meeting Agenda: 3/8/17
   - Meeting Minutes: 2/8/17

5. **STANDARD COMMITTEE ITEMS**
   - Assessment of the Administrative Mechanism

6. **EXECUTIVE COMMITTEE MATERIALS**
   - Review the meeting materials for the 3/16/17 Executive Committee meeting and make any necessary changes.

7. **NEXT MEETING DATE:** TBD

8. **ADJOURNMENT**

THREE GUIDING PRINCIPLES OF THE BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL

• Linkage to Care • Retention in Care • Viral Load Suppression •

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HIV PLANNING COUNCIL COORDINATION MEETING MINUTES

Wednesday, February 8, 2017 – 2:30 p.m.
Conference Call
Chair: Brad Gammell **Vice Chair:** Requel Lopes

	ATTENDEES
1	Gammell, B. *HIVPC Chair*
2	Lopes, R. HIVPC *Vice Chair*
3	Ewart, L. *HIVPC Staff*
4	Johnson, B. *HIVPC Manager*
5	Oratien, V. *HIVPC Staff*
6	Jones, L. *Part A Grantee*

1. CALL TO ORDER
The HIV Planning Council (HIVPC) Coordination was called to order by the HIVPC Chair at 2:32 p.m.

2. REVIEW STATEMENT OF SUNSHINE & PUBLIC COMMENT REQUIREMENTS
The HIVPC 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 about the meeting ground rules

3. WELCOME AND INTRODUCTIONS
Introductions were made by those on the call.

4. REVIEW:
- Meeting Agenda: 2/8/17
- Meeting Minutes: 1/11/17

5. STANDARD COMMITTEE ITEMS
Planning Council: February's HIVPC Meeting will be held at ArtServe. Laura Reeves will be giving a presentation. Her areas include prevention, care, and ADAP. The Chair would like to know what she thinks of the state's 5-year plan, Broward's 5-year plan, and Miami-Dade and Broward. Her being at the meeting is a way to start communicating with the state. She will mention Test-and-Treat, but Broward plans to do it more aggressively. The difference between Test-and-Treat and Broward's normal protocol is that newly diagnosed individuals are given their medication and see a doctor that same day. If possible, Dr. Beal should attend the March HIVPC meeting. The order of the agenda should begin with Committee Chairs discussing their respective committee's work over the past fiscal year, then have Laura Reeves' presentation under New Business. Each committee should highlight their work so that Ms. Reeves is aware of the things Broward is doing, and this should include the working group for prevention. Kareem Murphy will be asked to give his report at the Executive Committee meeting, and the written report will be provided at Planning Council. There should be discussion for members, and public comment for the general public. Announcements should be moved up on the agenda (between Unfinished Business and Meeting Activities/New Business) as a tool for managing the meeting. Public comment should be free-flowing; people often do not say anything agenda-related.
Yahaira Barrientos' appointment to the Planning Council will be on the agenda as a Consent Item. There was discussion of Planning Council term limits, but those are related to the administrative code.

PSRA: The PSRA Chair should not be a funded provider. Most members of the Committee should not be providers. Diversity is key to balancing the committee. A minimum number or percentage of PLWHAs, for example, should be the basis for new membership.
Administrative Mechanism: Assessment of the Administrative Mechanism must be added to the Planning Council agenda, as many members have not completed it.
Member Recognition: Member Recognition Program will be reorganized and reviewed at MCDC, then brought to Executive.
Work Plans: There will be a Work Plan meeting with the Grantee so the work plans will be available for Committee Chairs prior to their first meeting of the fiscal year. Their approval will be included in January/February meetings to avoid any disruption of workflow in March.
By-Laws Committee: Goals need to be added to the By-Laws. Carla Taylor-Bennett, Dr. Moragne, and Kamilah Thomas-Purcell should be invited to join this committee.

6. EXECUTIVE COMMITTEE MATERIALS

Review the meeting materials for the 2/16/17 Executive Committee meeting and make any necessary changes. This will mostly consist of FY2017 Committee Work Plans.

7. NEXT MEETING DATE: TBD

8. ADJOURNMENT

The meeting was adjourned at 3:36 p.m.

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HANDOUT A

Fort Lauderdale / Broward County EMA
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200 Oakwood Lane, Suite 100, Hollywood, FL, 33020 - Tel: 954-561-9681 / Fax: 954-561-9685

Committee Meeting Agenda: Executive Committee
Date/Time: Thursday, March 16, 2017, 9:00 a.m.
Location: Government Center Room GC-430
Chair: Barnes, B. **Vice Chair**: Lopes, R.

1. **CALL TO ORDER:** *Welcome, Ground Rules, Sunshine, Introductions, Moment of Silence, & Public Comment*
2. **APPROVALS:** 3/16/17 Executive Committee Agenda and 2/16/17 Meeting Minutes
3. **STANDARD COMMITTEE ITEMS**
   a) Review and Approve 3/23/17 HIVPC Agenda, Meeting Materials and Motions
   b) April 2017 HIVPC Calendar
4. **UNFINISHED BUSINESS**
   a) HIVPC Member Recognition Program- Approve revised HIVPC Member Recognition Program
   b) FY2017 Committee Work Plans- Develop goal for FY2017 Executive Committee
5. **MEETING ACTIVITIES/NEW BUSINESS**

Agenda Items (Work Plan Item #)	*Action to be taken, presentation, discussion, brainstorm etc.*
Committee Application for Membership	ACTION ITEM: Determine the process for member appointment for standing committees.
Facilitated Planning Body Meeting	ACTION ITEM: Discuss plans for facilitated session for Broward's Executive Planning Bodies.

6. **GRANTEE REPORTS**
7. **PUBLIC COMMENT**
8. **AGENDA ITEMS / TASKS FOR NEXT MEETING:** April 20, 2017 **VENUE:** GC-430

Agenda Items for next Meeting	*Action to be taken, presentation, discussion, etc.*
Joint HIVPC/BCPPC Executive Meeting	ACTION ITEM: Update on joint Executive meeting with BCHPPC to discuss next steps in integration process

9. **ANNOUNCEMENTS**
10. **ADJOURNMENT**

PLEASE COMPLETE YOUR MEETING EVALUATIONS
THREE GUIDING PRINCIPLES OF THE HIV PLANNING COUNCIL
• Linkage to Care • Retention in Care • Viral Load Suppression •

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

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BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL
MEETING AGENDA

Thursday, March 23, 2017, 9:30 a.m.
Government Center Room A-337
Chair: Brad Barnes **Vice Chair:** Requel Lopes
Reminder: *Meeting Attendance Confirmation Required at Least 48 Hours Prior to Meeting Date*

1. **CALL TO ORDER**

2. **WELCOME AND PUBLIC RECORD REQUIREMENTS**
   a. Review Meeting Ground Rules, Public Comment and Public Record Requirements
   b. Council Member and Guest Introductions
   c. Moment of Silence
   d. Excused Absences and Appointment of Alternates
   e. Approval of 3/23/17 Meeting Agenda
   f. Approval of 2/23/17 Meeting Minutes

3. **PHONE INTRODUCTIONS**

4. **FEDERAL LEGISLATIVE REPORT (Handout A)**

5. **PUBLIC COMMENT**

6. **CONSENT ITEMS**

#	Motion	Justification	Proposed By
1	Approve the Integrated Primary Care & Behavioral Health Service Delivery Model		QMC
2	Approve the Disease Case Management Service Delivery Model		QMC
3	Approve the Food Services Service Delivery Model		QMC
4	Approve the Health Insurance Benefit Support Service Delivery Model		QMC
5	Approve the Health Insurance Continuation Program Service Delivery Model		QMC
6	Approve the Mental Health Service Delivery Model		QMC
7	Approve the Clinical Quality Management Plan		QMC

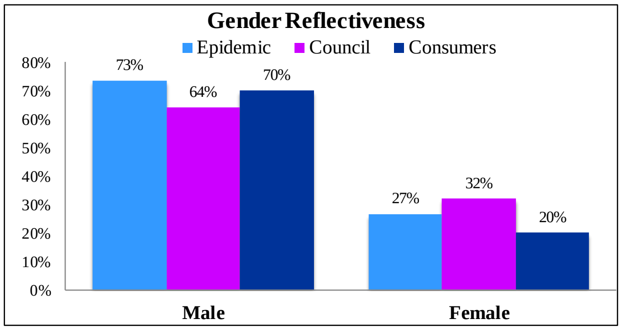
7. **DISCUSSION ITEMS**
   None

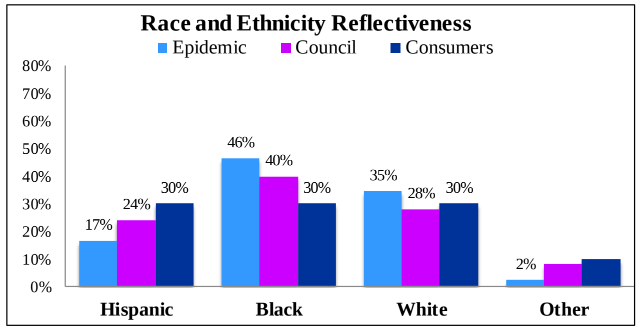
8. **NEW BUSINESS**

9. **MARCH COMMITTEE REPORTS (15 minutes)**
   A. **COMMUNITY EMPOWERMENT COMMITTEE (CEC)**
   March 7, 2017 *Chair: L. Robertson V. Chair: P. Fleurinord*

   B. **MEMBERSHIP/COUNCIL DEVELOPMENT COMMITTEE (MCDC)**
   March 9, 2017 *Chair: Vacant V. Chair: V. Foster*

HIV Planning Council Membership Report
Current Through February 2017





Gender	Epidemic		Council		% Difference	Consumers		% Difference
Male	14,372	73%	16	64%	-9%	7	70%	-3%
Female	5,213	27%	8	32%	5%	2	20%	-7%
Transgender	-	-	1	4%	-	1	10%	-
Race	**Epidemic**		**Council**		**% Difference**	**Consumers**		**% Difference**
Hispanic	3,253	17%	6	24%	7%	3	30%	13%
Black	9,100	46%	10	40%	-6%	3	30%	-16%
White	6,777	35%	7	28%	-7%	3	30%	-5%
Other	455	2%	2	8%	6%	1	10%	6%
Total	19,585	100%	25			10		

Current Members	25
Minimum (Per County Ordinance)	20
Maximum (Per County Ordinance)	35
% Unaffiliated Consumers	40%

Vacant Seats
1. Grantees of Other Federal HIV Programs - VA
2. Federally Recognized Indian Tribe Members
3. State Medicaid
4. Individual co-infected with Hep B or Hep C
5. Local Public Health Agency
6. Substance Abuse Provider
7. Alternates

No more than 3 members employed by one governmental agency or provider shall serve on the HIVPC at one time, and no more than 40% of HIVPC members shall be Part A-funded

% Part A-Funded Providers	*28%*

C. QUALITY MANAGEMENT COMMITTEE (QMC)
February 27, 2017 *Chair: C. Grant, V. Chair: Vacant*
March 20, 2017 *Chair: C. Grant, V. Chair: Vacant*

D. PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE (PSRA)
March 15, 2017 *Chair: W. Spencer, Vice Chair: R. Siclari*

E. SYSTEM OF CARE COMMITTEE
March 28, 2017 *Chair: M. Hayes, Chair: C. Edwards*

F. EXECUTIVE COMMITTEE
March 16, 2017 *Chair: B. Gammell Vice Chair: R. Lopes*

****For detailed discussion on any of the above items, please refer to the meeting minutes. ****

10. GRANTEE REPORTS (20 minutes)
a. Part A
b. Part B
c. Part C
d. Part D
e. Part F
f. HOPWA
g. Prevention

11. UNFINISHED BUSINESS

12. PUBLIC COMMENT

13. ANNOUNCEMENTS

14. REQUEST FOR DATA

15. AGENDA ITEMS FOR NEXT MEETING: April 27, 2017 **LOCATION:** GC-430

Tasks for next Meeting	*Responsible Party*	*Action to be taken, presentation, discussion, brainstorm etc.*
Ryan White Part A Formulary	*PSRA*	ACTION ITEM: Review changes to Ryan White Part A Pharmacy Formulary

PLEASE COMPLETE YOUR MEETING EVALUATIONS

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