



FORT LAUDERDALE/BROWARD EMA
BROWARD HIV HEALTH SERVICES PLANNING COUNCIL
AN ADVISORY BOARD OF THE BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS
200 OAKWOOD LANE, SUITE 100, HOLLYWOOD, FL 33020
(954) 561-9681 • FAX (954) 561-9685

Membership/Council Development Committee Meeting

Thursday, July 11, 2024 - 9:30 AM

LOCATION: Broward Regional Health Planning Council and via Microsoft Teams

[Click here to join the meeting](#)

https://teams.microsoft.com/l/meetup-join/19%3ameeting_OGExZTdNhNmEtNTg5Zi00Yjg3LTJhMDMtY2E3MmQ1NDI4MTFj%40thre%40ad.v2/0?context=%7b%22id%22%3a%220dd42165-bf27-4e00-9f50-1f4dff8a73f8%22%2c%22oid%22%3a%221bcbe6d6-8962-41e8-b7e5-3cd660df997c%22%7d

Chair: Vincent Foster • Vice Chair: Dr. Timothy Moragne

This meeting is audio and video recorded.

Purpose

1. The Committee shall solicit, and screen applications based on objective criteria for appointment to the Council to ensure that the demographic requirements of the Council are maintained according to the Ryan White Treatment and Modernization Act and present its recommendations to the full Council.
2. The Committee shall institute orientation and training programs for new and incumbent members.
3. The Committee shall continue to educate the Council and committee members about their respective duties, and the Council's functions and roles in the organization and delivery of HIV/AIDS health and support services.

Quorum for this meeting is 4

DRAFT AGENDA

ORDER OF BUSINESS

1. Call to Order/Establishment of Quorum
2. Welcome from the Chair
 - a. Meeting Ground Rules
 - b. Statement of Sunshine
 - c. Introductions & Abstentions
 - d. Moment of Silence
3. Public Comment
4. Approvals

ACTION: Approval of Agenda for July 11, 2024

ACTION: Approval of Minutes from May 21, 2024 (**Handout A**)

5. Standard Committee Items

- a. **Action Item:** MCDC Membership Strategy – Review the HIVPC membership strategy and determine the best action to address vacancies. **(Handout B)**
Work Plan Activity 1.2: Review seat status to ensure mandated seats are filled.
 - b. **Action Item:** Reflectiveness: HIVPC Demographics- Review demographics and identify populations that are over or underrepresented. **(Handout C)**
Work Plan Objective 1: Ensure HIVPC is representative and reflective.
6. New Business
 - a. **Action Item:** New Members Appointed by the Board of Commission: Karen Creary and Julio De La Nuez **(Handouts D1 and D2)**
 - b. **Action Item:** Member of the Quarter Voting Review **(Handout E)**
 - c. **Discussion:** Host Membership Drive partner with CEC
 - d. **Discussion:** CEC events scheduled for September and November **(Handout F)**
 - e. **Discussion:** Host orientation/post-appointment training for new HIVPC members
 - f. **Discussion:** Update on L. Lewis Application
 7. Recipient's Report
 8. Public Comment
 9. Agenda Items for Next Meeting
 - a. Next Meeting Date: October 10, 2024, at 9:30 a.m. Location: BRHPC and via Microsoft Teams Videoconference
 10. Announcements
 11. Adjournment

For a detailed discussion on any of the above items, please refer to the minutes available at: [HIV Planning Council Website](#)

Please complete your [meeting evaluation](#).

Three Guiding Principles of the Broward County HIV Health Services 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: (1) Foster the substantive involvement of the HIV-affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care, (2) Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments, (3) Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment.

Broward County Board of County Commissioners

Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Torey Alston • Nan H. Rich • Tim Ryan • Jared Moskowitz • Michael Udine • Robert McKinzie • Hazelle P. Rogers

[Broward County Website](#)





July 2024



Broward HIV Health Services Planning Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
All events listed on this calendar are free and open to the public. Meeting dates and times are subject to change. Please contact support staff at hivpc@brhpc.org or (954) 561-9681 ext. 1244/1343. Visit http://www.brhpc.org for updates.						
	1	2 <u>Community Empowerment Committee Meeting (CEC)</u> 3:00PM– 5:00PM Location: BRHPC/MS Teams	3	4 	5	6
7	8	9	10 Oral Health Network Meeting 9:00 PM-10:15PM	11 <u>Membership/Council Development Committee Meeting</u> 9:30AM – 11:30AM Location: BRHPC/MS Teams	12	13
14	15 <u>Quality Management Committee Meeting</u> 12:30 AM– 2:30 PM Location: BRHPC/MS Teams	16 Behavioral Health Network Meeting 9:00 PM-10:15 PM	17	18 <u>Priority Setting & Resource Allocation Committee Meeting</u> 9:30AM -4:00PM Gilda's Place, Hollywood, FL	19 <u>Executive Committee Meeting</u> 10:00 AM - 12:00 PM Location: Ujima Men's Collective/ MS Teams	20
21	22	23	24	25 <u>HIV Planning Council Meeting</u> 9:30AM – 11:30AM Locations: BRHPC/MS Teams	26	27
28	29	30	31			

Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020
Links are active and lead to meetings or Awareness Day Information.

Meetings in **RED** are canceled. Meetings in **BLUE** are for the HIV Planning Council Committees. Meetings in **GREEN** are for the Provider Network. Holidays and meetings outside of the HIV Planning Council are in **BLACK**.



July 2024



Broward HIV Health Services Planning Council Calendar

All events listed on this calendar are free and open to the public. Meeting dates and times are subject to change. Unless otherwise noted, meetings will be held via WebEx. Please contact support staff at hivpc@brhpc.org or (954) 561-9681 ext. 1292 or 1343. Visit <http://www.brhpc.org> for updates.

TODOS ESTAN BIENVENIDOS!	ALL ARE WELCOME!	BON VINI!
A menos que se anote de forma diferente en el calendario, todas las reuniones se realizarán en: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Para confirmar información acerca de la reunión de Consejo de Planeación HIV, o confirmar la reserva de servicios especiales tales como: Traducción Inglés a Español o a Criollo (Haitiano), servicios para discapacitados en visión o audición, por favor llame con 48 horas de antelación para que puedan hacerse los arreglos necesarios.	Unless otherwise noted on the calendar, all meetings are held at: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 To confirm HIV Planning Council meeting information, or reserve special needs services such as Translation from English to Spanish or Creole, or are hearing or visually impaired, please call 48 hours in advance so that arrangements can be made for you.	Sòf si yo ta ekri yon lòt bagay nan almanak-la, tout rankont-yo ap fèt: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Pou konfime enfòmasyon ou resewva sou rankont Konsèy Planifikasyon HIV-a, oswa pou rezève sèvis pou bezwen Espesyal tankou: Tradiksyon angle an panyòl oswa kreyòl; oswa, si ou gen pwoblèm wè oswa tande, rele 48 tè alavans pou yo ka fè aranjman pou ou.
HIVPC Committee Descriptions		
HIV Health Services Planning Council (HIVPC) - Monitors, evaluates, and continuously improves systematically the quality and appropriateness of HIV care and services provided to all patients receiving Part A and MAI-funded services.		
Executive Committee - Sets agenda for Council meetings, addresses conflict of interest issues, reviews attendance reports, oversees the planning activities established in the Comprehensive Plan, oversees committee work plans, reviews committee recommendations, ratifies recommendations for removal for cause, and addresses unresolved grievance issues.		
Priority Setting Resource Allocation (PSRA) Committee - Recommends priorities and allocation of Ryan White Part A funds. Facilitates the Priority Setting and Resource Allocation Process to include the review of appropriate data (service utilization, epidemiological data). Develops, reviews, and monitors eligibility, service definitions, as well as language on 'how best to meet the need.		
Quality Management Committee (QMC) - Ensures highest quality HIV medical care and support services for PLWHA by developing client and system-based outcomes and indicators. Provides oversight of standards of care, develops scopes of service for program evaluation studies, assesses client satisfaction, and provides QM staff/client training/education.		
Membership/Council Development Committee (MCDC) - Recruits and screens applications based on objective criteria for appointment to the Council in order to ensure demographic requirements of the Council are maintained according to the Ryan White Treatment and Modernization Act. Presents recommendations to the Council. Institutes orientation and training programs for new and incumbent members.		
Community Empowerment Committee (CEC) - Encourages the participation of individuals infected and affected with HIV/AIDS in the planning, priority-setting and resource-allocation processes. Function as a primary level of appeal for unresolved grievances relative to the Council's decisions regarding Ryan White Part A funding.		
System of Care (SOC) Committee - Evaluates the system of care and analyzes the impact of local, state, and federal policy and legislative issues impacting PLWHA in the Broward County EMA. Plans and addresses coordinated care across diverse groups by engaging community resources to eliminate disparities in access to services.		



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(954) 561-9681 • FAX (954) 561-9685

Membership/Council Development Committee

May 21, 2024 - 9:30 AM

LOCATION: Broward Regional Health Planning Council Meeting via Microsoft Teams

Chair: Vincent Foster • Vice Chair: Dr. Timothy Moragne

Join the meeting via phone: 1-408-418-9388 US Toll (access code: 2632 216 8637)

This meeting is audio and video recorded.

DRAFT MINUTES

MCDC Members Present: V. Foster (Committee Chair), A. Cutright, L. Robertson, T. Moragne (Committee Vice-Chair), I. Wilson

Members Absent:

Ryan White Part A Recipient Staff Present: J. Roy, R. Pena

Planning Council & CQM Support Staff Present: G. Berkley-Martinez, M. Lacroix

Guests Present: B. Barnes

1. Call to Order, Welcome from the Chair & Public Record Requirements

The MCDC Chair called the meeting to order at 9:35 A.M. The MCDC Chair welcomed all meeting attendees who were present. Attendees were notified that the MCDC meeting is based on Florida's "Government-in-the-Sunshine Law and meeting reporting requirements, including recording minutes. In addition, it was stated that the acknowledgment of HIV status is not required but is subject to public record if it is disclosed. Introductions were made by the MCDC Chair, Committee members, Recipient staff, PCS & CQM staff, and guests by roll call, and a moment of silence was observed.

2. Public Comment

The Public Comment portion of the meeting is intended to allow the public to express opinions about items on the meeting agenda or to discuss other matters about HIV/AIDS services in Broward County.

There were no public comments.

3. Meeting Approvals

The approval for the agenda of the May 21, 2024, Membership/Council Development Committee meeting was proposed by A. Cutright, seconded by L. Robertson, and passed unanimously. The approval for the minutes of the April 11, 2024, meeting was proposed by A. Cutright, seconded by I. Wilson, and approved with no further corrections.

Motion #1: A. Cutright, on behalf of MCDC, made a motion to approve the May 21, 2024, Membership/Council Development Committee agenda as presented. The motion was seconded by L. Robertson and adopted unanimously.

Motion #2: A. Cutright, on behalf of MCDC, made a motion to approve April 11, 2024, Membership/Council Development Committee meeting minutes as presented. The motion was seconded by I. Wilson and adopted unanimously.

4. Standard Committee Items

None.

5. New Business

Action Item: Review and approve the HIVPC membership application for Lamont Lewis and Robert Hadley

The MCDC reviewed the HIVPC applications for Lamont Lewis and Robert Hadley. The committee discussed concerns that were raised by B. Barnes regarding L. Lewis' conduct as an HIVPC member years prior. PCS could not find any documentation to substantiate these concerns. The committee tabled voting on the application for L. Lewis until he appeared at an MCDC meeting to address the concerns raised about him.

Motion #3: T. Morange motioned to table the applications for Lamont Lewis. The motion was seconded by I. Wilson and adopted unanimously.

The committee forwarded R. Hadley's application to the HIVPC pending his attendance at three committee meetings.

Action Item: Review and approve an updated policy for members of the quarter and member of the year.

The MCDC reviewed an updated policy for Member of the Quarter and Member of the Year. M. Lacroix explained the following alterations:

- There will be three quarterly elections and one annual election. The winners of the quarterly elections will be the candidates for the annual election.
- If MCDC does not meet following an election, the initial approval will be postponed until the next MCDC meeting.
- If HIVPC does not meet following an election, the final approval will be postponed until the next HIVPC meeting.
- The Election Timeline was altered to better fit MCDC's quarterly meeting schedule.

6. Recipient's Report

There was no representative to provide the Recipient's report.

7. Public Comment

The Public Comment portion of the meeting is intended to allow the public to express opinions about items on the meeting agenda or to raise other matters about HIV/AIDS services in Broward County.

There were no public comments.

8. Agenda Items for Next Meeting

The next MCDC meeting will be held on July 11, 2024, at 9:30 a.m. via Microsoft Teams Videoconference.

9. Announcements

- None.

10. Adjournment

There being no further business, the meeting was adjourned at 10:43 a.m.

MCDC Attendance for CY 2024

Count															
	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters	
	Meeting Date	11			11	21									
1	Robertson, L.	X			X	X									
2	Cutright, A.	X			X	X									
3	Foster, V. <i>Chair</i>	X			X	X									
4	Moragne, T., V. <i>Chair</i>	X			X	X									
5	Wilson, I.	A			A	X									
	Quorum = 4	4			4	5									

Legend:	
X - present	N - newly appointed
A - absent	Z - resigned
E - excused	C - canceled
NQA - no quorum absent	W - warning letter
NQX - no quorum present	Z - resigned
CX - canceled due to quorum	R - removal letter

Membership/Council Development Committee Meeting Minutes – May 21, 2024
Minutes prepared by PCS Staff.

MCDC Membership Strategy HIVPC Member Budget

Key Terms

Epidemic – refers to the information in the table above. This is how HIV is distributed throughout Broward County.

Consumers – Council and Committee members who access Ryan White Part A services.

Unaffiliated Consumers – Council and Committee members who access Ryan White Part A services and have no relationship to an agency that provides these services. This means the consumer does not work for a provider agency or otherwise benefits financially from the agency’s success.

Mandated Seats – HIVPC positions (seats) required by the Health Resources & Services Administration (HRSA).

Member Distribution	As of 3/31/2024	As of 6/31/2024	Goal
Job-Based Seats*	13	12	14
Consumer / Unaffiliated Seat	6	8	12
NECL Seat**	7	5	9
Total Membership	26	25	35
Unaffiliated Consumers (%)	23.08%	32%	33%
Alternates	0	0	3

*Job-based seats are those seats filled based on employment

**NECL is the Non-Elected Community Leader seat and here only represents those members who are not unaffiliated consumers and do not occupy the Job-Based Seats

Member Roster as of June 31, 2024

MANDATED SEATS FILLED

People Living with HIV and Community

- ✓ Members of Affected Communities
- ✓ Unaffiliated Consumers
- ✓ Non-Elected Community Leader (NECL)
- ✓ Representatives of/or formerly incarcerated PWH

Federal HIV Programs

- ✓ Part B
- ✓ Part C
- ✓ Part D
- ✓ Part F
- ✓ HOPWA

Public Health & Health Planning

- ✓ Hospital or Health Care Planning Agency
- ✓ Local Public Health Agency

Health & Social Services Providers

- ✓ Health Care Providers/FQHCs
- ✓ CBO/ASO – Community-based organization or AIDS Service Organization
- ✓ Mental Health

Broward County Ordinance 12.108.b

- ✓ Board of County Commissioners member

OPEN SEATS:

Job-Based

- State agencies (Medicaid agency)
- Substance Abuse Provider

Unaffiliated Consumers

- Affected Communities (4 additional Unaffiliated RWPA Consumers)
- Alternates (3)

MEMBERS APPOINTED BY BOARD OF COMMISSION

(See Letters of Appointment):

Karen Creary (6/18/2024)

Julio De La Nuez (6/18/2024)

HIVPC Membership Reflectiveness

HIV Planning Council & Committee Demographics Report

Member Reflectiveness

The Membership/Council Development Committee ensures that the HIVPC represents the HIV epidemic in Broward County. MCDC accomplishes this task by reviewing the Council and Committees' demographics and identifying over and underrepresented populations.

HIV in Broward County and HIVPC Reflectiveness

The following table shows 1) HIV in Broward by Race/Ethnicity and by Gender; and 2) the current demographics of the HIVPC in comparison to the HIV epidemic data.

Race	Population*	Percentage*	HIVPC Membership**	HIVPC Percentage
White, not Hispanic	6,565	30.53%	8	32.00%
Black, not Hispanic	9,764	45.40%	8	32.00%
Hispanic	4,655	21.65%	7	28.00%
Multi-Race (Other)	521	2.42%	2	8.00%
Total	20,492	100%	25	100%
Gender	Population	Percentage		
Male	16,277	75.69%	16	64%
Female***	5,228	24.31%	9	36%
Total	20,492	100%	25	100%

**Data Provided by the Florida Department of Health's HIV Surveillance Office as of June 30, 2022.*

***HIVPC membership as of June 2024*

****Female included two Transgender*

How This Information is Compared to the Epidemic

The Council is compared to the epidemic to determine where representation can be improved.

Key Points for Reflectiveness through June 30, 2024

- *The HIVPC comprises 25 members, including eight unaffiliated consumer members. This has increased the percentage of unaffiliated consumers from 23% to 32%, just one percent below the HRSA-mandated 33%.*
- *Compared to the HIV epidemic demographic, where 45.40% are Black and not Hispanic, the HIVPC is underrepresented at 32%.*



INTERGOVERNMENTAL AFFAIRS/BOARDS SECTION

100 S. Andrews Avenue, 8th Floor • Fort Lauderdale, Florida 33301 • 954-357-7575

June 18, 2024

Karen Creary
707 NE 14th St #4
Ft Lauderdale, FL 33304

Dear Ms. Creary:

The Broward County Board of County Commissioners was pleased to appoint you HIV Health Service Planning Council on February 20, 2024. As a member of this council, you are a public officer subject to Chapter 112, Part III, of the Florida Statutes which is the "Code of Ethics for Public Officers and Employees."

The following documents have been sent electronically. Please become familiar with your legal responsibilities and the various disclosure requirements as a member of this board:

1. 2024 Florida Commission on Ethics Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees that summarizes the ethics laws.
2. Terms of appointees to Broward County boards, authorities, and agencies; quorum, Chapter 1, Article XII, Section 1-233 of the Broward County Code.
3. Prohibition on Lobbying by advisory board members, including the "Lobbying Restriction Chart," Chapter 26, Article V, Section 26-70 of the Broward County Code.
4. Acceptance of gifts by members of County boards and Gift Restriction Decision Chart, Chapter 26, Article V, Section 26-70.1.
5. Disclosing the representation of others before agencies, Chapter 26, Article V, Section 26-76 of the Broward County Code. ***If Section 26-76 applies to you***, you must also file Form 2 Quarterly Client Disclosure and return to Supervisor of Elections.
6. Broward County Advisory Boards Policies.
7. Board Overview Document.
8. Acknowledgment of Receipt of Documents - **sign and return to board coordinator.**

Please contact Rosiere Michele at (954)-561-9681 regarding the next meeting. In the meantime, if you have any questions, please contact me at 954-357-5934 or boards@broward.org.

Sincerely,

A handwritten signature in blue ink that reads "Naomie Labaty".

Naomie Labaty
Boards Administrator

C: C. Marty Cassini, Manager, Intergovernmental Affairs/Boards Section
Rosiere Michele, Board Coordinator, HIV Health Service Planning Council



INTERGOVERNMENTAL AFFAIRS/BOARDS SECTION

100 S. Andrews Avenue, 8th Floor • Fort Lauderdale, Florida 33301 • 954-357-7575

June 18, 2024

Julio De La Nuez
2445 S.W. 18 terr Apt 1106
Ft Lauderdale, FL 33315

Dear Mr. De La Nuez:

The Broward County Board of County Commissioners was pleased to appoint you HIV Health Service Planning Council on February 20, 2024. As a member of this council, you are a public officer subject to Chapter 112, Part III, of the Florida Statutes which is the "Code of Ethics for Public Officers and Employees."

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Sincerely,

A handwritten signature in blue ink, appearing to read "Naomie Labaty", enclosed in a blue oval.

Naomie Labaty
Boards Administrator

C: C. Marty Cassini, Manager, Intergovernmental Affairs/Boards Section
Rosiere Michele, Board Coordinator, HIV Health Service Planning Council

Member of the Quarter Vote Results -- First Quarter FY2024-2025

First Round			Second Round			Third Round		
Barnes, Brad	2	14.29%		3	21.43%		3	23.08%
Biggs, Von	2	14.29%		2	14.29%	Tinsley, Shawn		
Castillio, Jose	1	7.14%	Barnes, Brad					
Creary, Karen	1	7.14%	Tinsley, Shawn					
D'Amore, Franchesha	1	7.14%	Robertson, Lorenzo					
Fortune-Evan, Bisiola	1	7.14%	Tinsley, Shawn					
Robertson, Lorenzo	2	14.29%		3	21.43%		3	23.08%
Tinsley, Shawn	4	28.57%		6	42.86%		7	53.85%
	14			14			13	

**HIV Health Services Planning Council
Community Empowerment Committee: Outreach/Community Conversations
March 2024 – February 2025**

Status	Date/Month of Event	Topic	Partnering Organization	Sample Questions
Completed	April 24, 2024	Ryan White Consumers Listening Tour	PSRA/CEC	Open Discussion
Completed	May 5, 2024	Man Up Festival	Ujima Men's Collective/CEC/MCDC	Open Discussion
Planning	September 2024	Aging Gracefully (National HIV/AIDS Aging Awareness Day Sept 18 th)	TBD	To Be Determined
Planning	November 2024	Ryan White Informational Session (Health Fair)	CEC/RWPA Office/RW Provider Agencies/ Other Community Organizations	To Be Determined
Planning	To be Determined	"Getting to Know the HIVPC" Radio Stations/Podcast Interviews	CEC/NPR/105.1/Other talk show-based forums	To Be Determined



HIV HEALTH SERVICES PLANNING COUNCIL MEETING GROUND RULES

1. The Council, its members, and the public recognize and respect the committee process adopted by this Council. The Council, its members, and the public recognize that full discussion and analysis of issues occurs at the committee level rather than at Council meetings.
2. Before a member can make a motion or speak in debate, the member must be recognized by the Chair as having the exclusive right to be heard at that time.
3. All speakers are expected to address the Council in a respectful manner to respect time limits, to speak briefly and to the point, and to stay on agenda. All other persons in attendance should not interrupt the speaker who is recognized by the Chair as having the floor.
4. If the member who made the motion claims the floor and has not already spoken on the question, that member is entitled to be recognized in preference to other members.
5. No person is entitled to the floor a second time in debate on the same item as long as any other person who desires the floor has not spoken on the item.
6. Speakers should restrict comments and debate to the pending question or motion. Speakers must address their remarks to the Chair and maintain a courteous tone. The Chair may impose time limits on debate or discussion to ensure efficient conduct of Council business.
7. Members should not name service providers and/or persons during any discussion unless the service provider or person is identified in the subject of the motion or agenda item. Specific concerns regarding service providers should be directed towards the Grantee, outside of the meeting.
8. Members of the public may only address the Council upon recognition by the Chair. They are subject to the same rules of conduct expected of Council members.
9. No alcohol or drug use (unless prescribed by a licensed physician), is permitted at Council meetings, grantee or support staff offices.
10. No abusive language, threats of violence, or possession of weapons are permitted in Council meetings, grantee or staff offices.
11. Repeated violation of these meeting rules may result in no further recognition of the offending member or attendee by the Chair at that meeting. Any serious breach of conduct which disrupts the Council's meeting may subject the offender to removal from the meeting, administrative or legal process.



CONSEJO DE PLANEACIÓN DE SERVICIOS DE SALUD VIH REGLAS BÁSICAS DE LA REUNIÓN

1. Los miembros deberán aceptar y respetar el proceso de comité adoptado por este Consejo. Las discusiones y el análisis en pleno de los temas tendrán lugar a nivel de comité y no en las reuniones plenarias del Consejo.
2. Antes de que un miembro pueda iniciar una moción o de que una persona pueda hablar en un debate, el Presidente de la reunión deberá reconocer que él o ella tienen el derecho exclusivo de hablar en ese momento dado.
3. Se espera que todos los ponentes se dirijan al Consejo de una manera respetuosa, que no se interrumpa al ponente con derecho al habla en el momento, que cuando se hable se haga de forma clara y concisa, y que se mantenga la agenda.
4. Si el miembro que inicia una moción no ha hablado todavía y reclama su derecho a hablar sobre un asunto, él/ella tendrán el derecho a que con preferencia se les reconozca.
5. Nadie tendrá derecho a reclamar el habla por una segunda vez, en un debate sobre el mismo tema, cuando otra persona que no ha hablado todavía, desea hacerlo.
6. Los debates deben ceñirse a los asuntos o mociones que estén pendientes. Al hablar, los ponentes deben referirse al Presidente, y mantener un tono cortés.
7. Los miembros del público solo podrán dirigirse al Consejo cuando hayan sido reconocidos por el Presidente de la reunión. Estarán sujetos a las mismas reglas de conducta que se esperan de los miembros del Consejo. Se establecerán límites de tiempo según sea necesario para garantizar que los asuntos del Consejo cursen de manera eficiente.
8. Miembros del público sólo podrán dirigir el Consejo a partir del reconocimiento por el Presidente. Están sujetos a las mismas reglas de conducta que se espera de los miembros del Consejo.
9. No estará permitido el uso de bebidas alcohólicas o de drogas en las reuniones del Consejo y tampoco en las oficinas del personal de soporte y donatarios.
10. No está permitido el uso de lenguaje abusivo, amenazas de violencia y posesión de armas en las reuniones del Consejo ni en las oficinas del personal de soporte y donatarios.
11. La repetida violación de estas reglas básicas dará como resultado que el Presidente de la reunión deje de reconocer al derecho a participación del ofensor o miembro de la audiencia. Cualquier violación de conducta grave, que perturbe la reunión de Consejo, terminará en la remoción del ofensor, de la reunión.



KONSÈY PLANIFIKASYON SÈVIS SANTE POU HIV RÈGLEMEN RANKONT-YO

1. Manm-yo dwe rekonèt epi respekte pwosesis komite-a ke Konsèy-la adopte. Diskisyon ak analiz total pwoblèm-yo fèt nan nivo komite-a; li pa fèt pandan rankont tout Konsèy-la.
2. Anvan yon manm ka fè yon pwopozisyon oswa nenpòt ki moun gen dwa pale pandan yon deba, fòk Prezidan Komite-a bali dwa eskizif pou fè moun tandè-li nan moman sa-a.
3. Yo atann-yo aske tout moun k'ap pale ak Konsèy-la fè-li avèk respè, pou pèsonn pa koupe moun ke Konsèy-la bay dwa pale lapawòl, pou moun k'ap pale-a respekte kantite tan yo ba-li pou pale-a, pou li di sa l'ap di-a rapidman epi avèk presizyon, epi pou li respekte ajanda-a.
4. Si manm ki fè pwopozisyon-an mande pou li pale epi si li poko pale sou keksyon-an deja, li gen priyorite sou lòt manm-yo.
5. Pèsonn moun pa gen dwa pran lapawòl de fwa sou yon menm sijè si gen lòt moun ki poko pale epi ki vle esprime tèt-yo.
6. Deba-a dwe rete sou keksyon oswa pwopozisyon k'ap fèt-la. Moun k'ap pale-a dwe adrese sa l'ap di-a bay Prezidan Komite-a epi pale sou yon ton ki make ak respè.
7. Manm piblik-la dwe pale ak Konsèy-la sèlman si Prezidan Konsèy-la bay-yo lapawòl. Yo dwe respekte menm règleman kondwit avèk manm Konsèy-yo. Lè sa nesesè pou zafè Konsèy-la byen mache, yo gen dwa bay-yo yon limit tan pou yo pale.
8. Manm nan piblik la sèlman pou adrese a konsèy sou rekonèsans sou chèz la. Yo ka tonbe anba menm lòd de kondwit ki te espere nan manm konsèy yo.
9. Itilizasyon alkòl ak dwòg (sòf si se yon doktè lisansye ki preskri-li), entèdi nan rankont Konsèy-la oswa nan biwo estaf sipò-a oswa Resevè-a.
10. Vye langaj, menas vyolans, oswa posesyon zam entèdi nan rankont Konsèy-la oswa nan biwo estaf-la oswa Resevè-a.
11. Vyolasyon repete règleman rankont-yo ap lakòz yon manm oswa lòt moun k'ap asiste rankont-lan pa kapab patisipe ankò. Nenpòt ki move kondwit serye ki twouble rankont-la ap lakòz yo mete moun-nan deyò.

Acronym List

ACA: The Patient Protection and Affordable Care Act 2010
ADAP: AIDS Drugs Assistance Program
AETC: AIDS Education and Training Center
AHF: AIDS Health Care Foundation
AIDS: Acquired Immuno-Deficiency Syndrome
ART: Antiretroviral Therapy
ARV: Antiretrovirals
BARC: Broward Addiction Recovery Center
BCFHC: Broward Community and Family Health Centers
BH: Behavioral Health
BISS: Benefit Insurance Support Service
BMSM: Black Men Who Have Sex with Men
BRHPC: Broward Regional Health Planning Council, Inc.
CBO: Community-Based Organization
CDC: Centers for Disease Control and Prevention
CDTC: Children's Diagnostic and Treatment Center
CEC: Community Empowerment Committee
CIED: Client Intake and Eligibility Determination
CLD: Client Level Data
CM: Case Management
CQI: Continuous Quality Improvement
CQM: Clinical Quality Management
CTS: Counseling and Testing Site
DCM: Disease Case Management
DOH-Broward: Florida Department of Health in Broward County
eHARS: Electronic HIV/AIDS Reporting System
EIIHA: Early Intervention of Individuals Living with HIV/AIDS
EFA: Emergency Financial Assistance
EMA: Eligible Metropolitan Area
FDOH: Florida Department of Health

FPL: Federal Poverty Level
FQHC: Federally Qualified Health Center
HAB: HIV/AIDS Bureau
HHS: U.S. Department of Health and Human Services
HICP: Health Insurance Continuation Program
HIV: Human Immunodeficiency Virus
HIVPC: Broward County HIV Planning Council
HMSM: Hispanic Men who have Sex with Men
HOPWA: Housing Opportunities for People with AIDS
HRSA: Health Resources and Service Administration
HUD: U.S. Department of Housing and Urban Development
IW: Integrated Workgroup
IDU: Intravenous Drug User
JLP: Jail Linkage Program
LPAP: Local AIDS Pharmaceutical Assistance Program
MAI: Minority AIDS Initiative
MCDC: Membership/Council Development Committee
MCM: Medical Case Management
MH: Mental Health
MNT: Medical Nutrition Therapy
MOU: Memorandum of Understanding
MSM: Men Who Have Sex with Men
NBHD: North Broward Hospital District (Broward Health)
NGA: Notice of Grant Award
NHAS: National HIV/AIDS Strategy
NOFO: Notice of Funding Opportunity
nPEP: Non-Occupational Post Exposure Prophylaxis
NSU: Nova Southeastern University
OAHS: Outpatient Ambulatory Health Services
OHC: Oral Health Care
PE: Provide Enterprise

PLWH: People Living with HIV
PLWHA: People Living with HIV/AIDS
PrEP: Pre-Exposure Prophylaxis
PRISM: Patient Reporting Investigating Surveillance System
PROACT: *Participate, Retain, Observe, Adhere, Communicate and Teamwork is DOH-Broward's treatment adherence program.*
PSRA: Priority Setting & Resource Allocations
QI: Quality Improvement
QIP: Quality Improvement Project
QM: Quality Management
QMC: Quality Management Committee
RSR: Ryan White Services Report
RWHAP: Ryan White HIV/AIDS Program
RWPA: Ryan White Part A
SA: Substance Abuse
SBHD: South Broward Hospital District (Memorial Healthcare System)
SCHIP: State Children's Health Insurance Program
SDM: Service Delivery Model
SOC: System of Care
SPNS: Special Projects of National Significance
STD/STI: Sexually Transmitted Diseases or Infection
TA: Technical Assistance
TB: Tuberculosis
TGA: Transitional Grant Area
VA: United States Department of Veteran Affairs
VL: Viral Load
VLS: Viral Load Suppression
WMSM: White Men who have Sex with Men
WICY: Women, Infants, Children, and Youth

Frequently Used Terms

Recipient: Government department designated to administer Ryan White Part A funds and monitor contracts.

Planning Council Support (PCS) Staff/‘Staff’: Provides professional staff support, meeting coordination, and information to the HIVPC, its standing and ad-Hoc Committees, Chair, and Recipient.

Clinical Quality Management (CQM) Support Staff: Provides professional support, meeting coordination, and technical assistance to assist the Recipient through analysis of performance measures and other data with the implementation of activities designed to improve patient care, health outcomes, and patient satisfaction throughout the system of care.

Provider/Sub-Recipient: Agencies contracted to provide HIV Core and Support services to consumers.

Consumer/Client/Patient: A person who is an eligible recipient of services under the Ryan White Act.