



Broward County HIV Health Services Planning Council Membership/Council Development Committee

200 Oakwood Lane, Suite 100 • Hollywood, FL 33020
(954) 561-9681 • Fax (954) 561-9685
Website: www.brhpc.org

H. Bradley Katz
Chair

Agenda

Thursday, March 1, 2012 at 9:00 a.m.

1. Call to Order <i>Please sign-in</i>	Chair
2. Moment of Silence	Chair
3. Welcome and Introductions A. Review Meeting Ground Rules and Statement of Sunshine B. Review Public Comment (Please Sign-in at Front of Room) C. Committee Member Introductions D. Guest Introductions	Chair
4. Approve Today's Agenda	Chair
5. Approve 01/5/12 Meeting Minutes	Chair
6. Review Attendance (Handout A) A. Planning Council	HIVPC Support Staff Committee Members
7. Review Planning Council Demographics and Vacancies (Handout B)	HIVPC Support Staff Committee Members
8. Review Current Applicants and Interested Parties (Handouts C1 – C5) A. Current Applicants B. Interested Parties C. Membership Roster • <u>Vacant Mandated Seats</u>: Part C, Medicaid, Prevention, CBO, ASO D. Other Applicants • Hispanic Male / Part A Provider	HIVPC Support Staff Committee Members
9. Old Business/New Business A. Review Work Plan (Handout D) • Recruitment Plan Review/Update B. Orientation Schedule C. Other Eligible Applicants	Committee Members
10. Public Comment	Members of the Public
11. Agenda Items for Next Meeting	Chair
12. Next Meeting Date: Thursday, 05/03/12 at 9:00 a.m.	Chair
13. Adjournment	Chair

Please complete meeting evaluation forms

*Please be aware this meeting and all of the information stated thereof is a matter of public record under Florida's Government in the Sunshine Law. [Florida Statute, Chapter 119.01](#)
Acknowledgement by participants of HIV status is not required, and if disclosed becomes a part of the public record.*

Membership/Council Development Committee
January 5, 2012 at 9:00 am
The Mizell Center
1409 NW 6th Street, Ft. Lauderdale, 33311
Meeting Minutes



Membership/Council Development Attendance				
#	Members	Present	Absent	Guests
1	Jeri Pryor, Chair		E	None
2	H. Bradley Katz, Vice Chair	X		
3	Barbara Hanson-Evans	X		
4	Carl Roberson		X	
5	Demetrius Clanton		X	Grantee Staff
6	Doug Carson	X		Scott Silverman
7	Jodi Pearl	X		
8	John Greenwood		X	
9	Karen Creary	X		HIVPC Staff
10	Leroy Dyer	X		Ariela Eshel
11	Samantha Kuryla	X		Faikah Hosein
12	Tara Wilson	X		Michele Rosiere
	Quorum = 7	8	4	

1. Call to Order

The meeting was called to order at 9:15 a.m. without quorum. The Chair/Vice Chair were not yet present. The Vice Chair and another member arrived to the meeting during item #3 'Welcome and Introductions'. Quorum was thus achieved.

2. Moment of Silence

A moment of silence was observed.

3. Welcome and Introductions

The Chair welcomed everyone and self-introductions were made. Attendees were notified of information regarding the Government in the Sunshine Law and meeting reporting requirements, which includes the recording of minutes. In addition, it was stated that the acknowledgement of HIV status is not required but is subject to public record if it is disclosed.

4. Approval of the 01/05/12 Meeting Agenda

Motion #1	To "approve the 01/05/12 Meeting Agenda."
Proposed by	Doug Carson
Seconded by	Jodi Pearl / Barbara Hanson-Evans
Action	Passed Unanimously

5. Approval of the 11/03/11 Meeting Minutes

Motion #2	To "approve the 11/03/11 Meeting Minutes."
Proposed by	Karen Creary
Seconded by	Samantha Kuryla
Action	Passed Unanimously

6. Review Attendance (Handout A)

The Committee reviewed the HIV Planning Council (HIVPC) and Committee attendance rosters.

A. Planning Council

The Attendance for the Planning Council was reviewed. The committee was advised of the removal of Demetrius Clanton (3 consecutive, unexcused absences, October, November and December 2011). Staff informed committee that attempts to contact Mr. Clanton via mail, phone, and email were unsuccessful as were attempts to contact him through acquaintances. Members requested that a courtesy advance notice of a member's risk for removal be provided prior to the actual removal. The importance of informing the committee of members' attendance record was emphasized. The following motion (subsequently rescinded) was made:

Motion #3	To "recommend that before any member is removed or in jeopardy of being removed from HIVPC or committees, that MCDC be notified in advance".
Proposed by	Karen Creary
Seconded by	Leroy Dyer
Action	<i>Motion rescinded</i>

Support staff was asked whether a direct line/phone number can be made available to members who do not have access to email especially when they need to contact staff with a request for an excused absence. Michele Rosiere's phone number was provided along with the fax number and email addresses of all HIVPC support staff.

B. Committees

The attendance policy for committees was discussed. The attendance of some MCDC members was questioned and staff was thus directed to check the 2011 attendance roster. A member noted that members of various committees who appear to be in jeopardy of removal for non-attendance, have not been removed. The member remarked that a consistent protocol must be used across the board to ensure fairness.. It was noted that members of HIVPC committees may not be fully aware of the attendance policy, thus the following motion was made:

Motion #4	To "move that attendance policy be attached to all meeting notices for the first three months of the calendar year"
Proposed by	Karen Creary
Seconded by	Leroy Dyer
Action	Passed Unanimously

Staff support requested clarification whether orientation can be done on a one-on-one or group level. Member stated that as MCDC meets every two months, orientations can be done on a one-on-one basis, with MCDC members being informed in advance and invited to attend both the orientation and post orientation of a potential applicant. Thus the following motions were made:

Motion #5	To "move that HIVPC Staff Support invite MCDC members to attend the one-on-one orientation with a potential applicant"
Proposed by	Samantha Kuryla
Seconded by	Leroy Dyer
Action	Passed Unanimously

Motion #6	To "move that HIVPC Staff invite MCDC members to attend the post orientation with a potential applicant"
Proposed by	Samantha Kuryla
Seconded by	Karen Creary
Action	Passed

7. Review Planning Council Demographics and Vacancies (Handout B)

The Committee reviewed the Planning Council demographics. The committee requested the data provided for items #7 and #8 be reviewed by staff for accuracy. Staff added that in order to ensure data accuracy, local epidemic data must be reviewed annually. The following motion was made:

Motion #7	To "table agenda items 7 and 8 until updated information is provided"
Proposed by	Karen Creary
Seconded by	Barbara Hanson-Evans
Action	Passed Unanimously

8. Review Current Applicants and Interested Parties (Handout C)

The item was tabled as per above Motion #7

9. Old/New Business

A. Review Work Plan (Handout D)

The Committee did not review the Work Plan.

B. Public Comment

There was no public comment.

C. Agenda Items for Next Meeting

- Standing Agenda Items

15. Next Meeting Date

Thursday, March 1, 2012 at 9:00 am. Venue TBA.

16. Adjournment

The meeting was adjourned at 11:04 am.

PLANNING COUNCIL ATTENDANCE 2012

Absences															Notes
		Member	Jan	Feb											
0	1	Abel, Stephen	√	√											
1	2	Bush, Andrew	√	A											
0	3	Crawford, Leroy	√	√											
0	4	Creary, Karen	√	√											
0	5	Dyer, Leroy	√	√											
0	6	Gammell, Brad	√	√											
0	7	Grant Claudette	√	√											
1	8	Greenwood, John	A	E											
1	9	Hanson Evans, Barbara	A	√											
0	10	Hayes, Marie	√	√											
0	11	Hernandez, Ronald	√	E											
2	12	Holness, Dale V.C. (Com	A	A											
1	13	Jordan, Virginia	√	A											
0	14	Katz, Bradley	√	√											
0	15	Kuryla, Samantha	√	√											
0	16	Marcoviche, William	√	E											
0	17	Moore, Paul A.	√	√											
0	18	Moragne, Timothy	√	√											
0	19	Pearl, Jodi	√	√											
1	20	Perigny, W. James	√	A											
0	21	Pryor, Jeri	√	√											
0	22	Rajner, Michael	√	√											
0	23	Reed, Yolanda	√	√											
0	24	Roberson, Carl	√	√											
0	25	Siclari, Rick	√	√											
0	26	Spencer, Will	√	√											
1	27	Stoakely, Mychell	A	√											
0	28	Taylor-Bennett, Carla	√	√											
1	29	Tomlinson, Karlene	A	√											
0	30	Wilson, Tara	√	√											
0	31	Wynn, Joey	√	√											
Quorum Achieved?			YES	YES											

0	A1	Coscarelli, Monica (Alt)	√	E											
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REMOVED / RESIGNED		
Jasmin Shirley	√	Resigned 01/27/12
Marie Bonamy	A	Removed 01/27/12 (non attendance)

LEGEND	
√	Present
A	Absent
*	Joined via phone
E	Excused

PART A EXECUTIVE

# Absences	Member	1/19/12	2/16/12	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	NOTES
0	Kuryla, S., (<i>Chair</i>)	√	E											
0	Gammell, B, (<i>V. Chair</i>)													
0	Spencer, W., (ex	√	√											
0	Creary, K.,	√	√											
0	Rajner, M.	√	√											
0	Taylor-Bennett, C.	√	√											
1	Tomlinson, K.	√	A											
0	H. Bradley Katz	√	√											
0	Quorum Achieved	Yes	Yes											

REMOVED / RESIGNED

Pryor, J	√	√	Removed 2/24/12 - No longer Chair of MCDC
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LEGEND

√	Present
*	Via Phone
A	Absent
E	Excused

JOINT EXECUTIVE

# Absences	Member	1/19/12	3/15/12								
Part A											
0	Kuryla, S., V. (Co-Chair)	√									
0	Gammell, B.										
0	Spencer, W.	√									
0	Creary, K.,	√									
0	Rajner, M.	√									
0	Taylor-Bennett, C.	√									
0	Tomlinson, K.	√									
0	Katz, H.	√									
Part B											
0	Saiswick, K., (Co-Chair)	√									
1	Sabatino, D.	A									
0	Agate, L.	√									
0	Cannon, K.	√									
1	Washington, L.	A									
0	Wynn, J.	√									
0	Moore, P.	√									
Quorum Achieved?		Yes									

REMOVED / RESIGNED

0	Pryor, J.	√	Removed 2/24/12 - No longer Chair MCDC
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LEGEND	
√	Present
*	Via Phone
A	Absent
E	Excused

JOINT CLIENT/COMMUNITY RELATION

# Absent		1/3/12	2/7/12	3/6/12	Apr	May	Jun	Jul	aug	Sep	Oct	Nov	Dec
	Member												
	Part A												
0	Creary, K., Co-Chair	√	QUORUM										
	Hernandez, R.	√											
1	Katz, H.B.	A											
	Perigny, W	√											
	Marcoviche, W.	√											
Part B													
	Washington, L., Co-Chair	√	LACK OF										
	Franks, H.	√											
	Ihme, J.	A											
	Stoakley, M.	√											
	Quorum of 5 Achieved?	YES	NO										

LEGEND	
√	Present
*	Via Phone
A	Absent
E	Excused

REMOVED / RESIGNED

JOINT PLANNING

# Absences	Member	1/9/12	2/12/12									
0	Part A											
0	Tomlinson, K., Co-Chair	NOT MEET	√									
0	Moragne, Dr. T.		√									
0	Shirley, J.		√									
0	Katz, H. Bradley		√									
0	Gammell, B.		√									
	Part B											
0	Saiswick, K., Co-Chair	DID	√									
0	Mercer, A.		√									
0	Quorum Achieved	N/A	Yes									

LEGEND	
√	Present
*	Via Phone
A	Absent
E	Excused

JOINT PRIORITIES

# Absence		Member	1/19/12	2/15/12	3/21/12	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Notes
0		Part A													
0	1	Bennett-Taylor, C., Co-Chair	√	√											
0	2	Bush, A.	√	√											
0	3	Gammell, B.	√	√											
0	4	Grant, C.	√	√											
0	5	Hayes, M.	√	√											
0	6	Katz, H. B.	√	E											
0	7	Pryor, J.	√	√											
0	8	Reed, Y.	√	√											
0	9	Siclari, R.	√	√											
0	10	Starkey, J.	E	√											
		Part B													
0	11	Cannon, K., Co-Chair	√	√											
	12	Ferrer, M.	<i>Guest</i>												
1	13	Lefevre, R.	√	A											
1	14	Leverence, S.	√	A											
1	15	Wynn, J.	√	A											
1	16	Moore, P.	√	A											
		Quorum Achieved	Yes	Yes											

REMOVED / RESIGNED

LEGEND	
√	Present
*	Via Phone
A	Absent

E	Excused
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MEMBERSHIP/COUNCIL DEVELOPMENT

# Absent	Member	1/5/12	3/1/12					NOTES
0	Katz, H.B., Vice Chair	√						
0	Kuryla, S.	√						
0	Carson, D.	√						
0	Creary, K.	√						
0	Dyer, L.	√						
0	Pryor, J., Chair	E						
0	Hanson-Evans, B.	√						
0	Pearl, J.	√						
0	Wilson, T.	√						
1	Roberson, C.	A						
0	Greenwood, J.	E						
	Quorum Achieved	YES						

LEGEND	
√	Present
*	Via Phone
A	Absent
E	Excused

REMOVED/RESIGNED								
1	Clanton, D.	A	Removed from HIVPC 12/2011 for non attendance					

QUALITY MANAGEMENT

# Absences	Member	1/23/12	2/27/12	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
0	Rajner, M., Chair	√	√										
0	Grant, C.	√	√										
0	Johnson, K.	√	√										
0	Katz, B.	√	√										
2	Martin, M	A	A										
1	Quintana-Jefferson, M.	A	√										
0	Schweizer, M.	√	√										
0	Quorum Achieved?	Yes	Yes										

LEGEND	
√	Present
*	Via Phone
A	Absent
E	Excused

Mandated Membership Categories	Member	F	M	B	H	W
a. Affected communities, including · People with HIV/AIDS, · Federally recognized Indian tribe members · Individuals co-infected with hep B or C · Historically underserved subpopulations	1. Crawford		1	1		
	2. Dyer		1	1		
	3. Gammell		1			1
	4. Greenwood		1	1		
	5. Hernandez		1		1	
	6. Katz		1			1
	7. Marcoviche		1		1	
	8. Rajner		1			1
	9. Reed	1		1		
	10. Roberson		1	1		
	11. Wilson	1		1		
	12. Vacant					
b. Non-Elected Community Leaders (NECL)	13. Bush		1	1		
	14. Creary	1		1		
	15. Kurla	1				1
	16. Spencer		1			1
	17. Taylor-Bennett	1		1		
c. Formerly incarcerated PLWHA or their representatives	18. Hanson-Evans	1		1		
Legislatively Mandated Organizational Seats						
a. Health Care Providers, including FQHCs	19. Siclari		1			1
b. CBOs serving affected populations and ASOs	20. Perigny		1			1
	21. Stoakley	1		1		
c. Social Service Providers, including housing & homeless	22. Wynn		1		1	
d. Mental Health and Substance Abuse Providers	23. Moragne		1	1		
	24. Tomlinson	1		1		
e. Local public health agencies	25. Vacant					
f. Hospital <i>planning agency</i> or other health care <i>planning agency</i>	26. Pearl	1				1
g. State Government including Medicaid Agency and Part B Grantee	27. Vacant - Medicaid					
	28. Moore (Part B)		1			1
h. Part C Grantee (<i>If C. Grant Is Moved From Hospital Planning Seat</i>)	29. Grant	1		1		
i. Part D Grantee	30. Hayes	1		1		
j. Grantees of other Federal HIV programs including Prevention	31. Vacant - Prevention					
	32. Abel (Part F)		1			1
	33. Pryor (HOPWA)	1				1
Other Categories - Non Mandated						
Other: County Commissioner	34. Holness		1	1		
Other: Social Security	35. Jordan	1			1	
		13	18	16	4	11
Full Council		42%	58%	52%	13%	35%
Epidemic		30%	70%	50%	13%	35%
		18%	82%	55%	18%	27%
Unaffiliated		2	9	6	2	3

Name: Khia JohnsonDate: 3/2/2011

Contact Information

Home Telephone Number ()

Cell Phone Number ()

Home Mailing Address

Current Place of Employment (if applicable) Agency for Health Care AdministrationWork Telephone Number (954) 958-6536Work Mailing Address 1400 W. Commercial Blvd Ste 160Ft. Lauderdale, FL 33309Email Address Khia.Johnson@ahca.myflorida.com

Gender
☐ Male ☒ Female ☐ Transgender

Do you self-identify as HIV+?*

☐ Yes ☒ No

*Disclosure of HIV status is not required for membership. Disclosure of HIV status in this application will become a part of the public record.

Do you work for a Ryan White Part A Provider?

☐ Yes ☐ No

Race/Ethnicity

- * ☐ Black/non-Hispanic
☐ White/non-Hispanic
☐ Hispanic
☐ American Indian/Alaskan Native
☐ Asian/Pacific Islander
☒ Other

Categories of Membership (check all that apply)

- ☐ Health care providers, including federally qualified health centers
☐ Community-Based Organizations serving affected populations/AIDS Service Organizations
☐ Social Service Providers (including housing and homeless-services providers)
☐ Non-elected Community Leaders
☐ Affected Communities (people living with HIV/AIDS and underserved communities)
☐ Unaffiliated Ryan White Consumer
☐ Individuals co-infected with HIV & Hepatitis B or C
☐ Members of a Federally Recognized Indian Tribe
☐ PLWHA Recently Released from Jail or Prison or their representatives
☐ Local Public Health Agencies
☐ Hospital Planning Agencies or Health Care Planning Agencies
☐ Grantees of Other Federal HIV programs (providers of HIV Prevention Services)
☐ Mental Health Providers ☐ Part C Grantees
☒ State Medicaid Agency ☐ State Part B Agency
☐ Substance Abuse Providers ☐ Part D Grantees
☐ Part F Grantees

Committee Assessment

All Planning Council Members are requested to serve on at least one Committee.

Please rank the Committees below to indicate your interest.

- 1 **Membership/Council Development:** Ensures Council/committee membership meets HRSA mandates. Oversees ongoing training/mentoring of Council/committee members.
- 5 **Quality Management Committee:** 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 staff/client training/education.
- 4 **Joint Client/Community Relations Committee:** Encourages individuals living with HIV to be involved in Council activities. Helps people to learn about the Council and what it does. Listens to and tries to resolve complaints about how the Council operates (setting funding priorities, preparing plans, hearing from the HIV community, etc).
- 3 **Joint Planning Committee:** Develops comprehensive plan and goals for HIV services in Broward County; establishes needs; identifies gaps in care.
- 2 **Joint Priorities:** Analyzes data and develops service priorities, funding recommendations and language on how best to meet priorities.
- ad Hoc Local Pharmacy Advisory Committee:** Makes recommendations to the Planning Council to improve the quality, cost effectiveness and allocation of resources to Pharmacy Services.

General Information

1. Describe your interest in becoming a member of the HIV Planning Council?

Mandatory seat per AHCA regulations.

2. Describe how HIV/AIDS has impacted your life, either personally or professionally.

I am the Project AIDS Care Waiver Specialist for AHCA.

3. Please list any experiences you have related to community decision-making or planning bodies?

Please review and initial, indicating your acknowledgement of the following:

I have received, read and understand the HIV Health Services Planning Council Meeting Ground Rules and agree to abide by them at all Council and Committee meetings.

I understand that to qualify for nomination to the Planning Council I must attend three (3) Committee meetings and an Orientation.

I understand that serving on the Council and at least one of its Committees will require at least five hours per month, and that excessive absence will result in my removal from the Council and/or Committees. I acknowledge that I am aware of the Planning Council Attendance Policy: a member is automatically removed from the Council if he/she misses three (3) consecutive Planning Council meetings or four (4) Planning Council meetings in a year in accordance with the County Ordinance.

If appointed, I would be willing and able to fulfill the responsibilities and functions of a member of the Broward County HIV Health Services Planning Council.

I am not an appointed member of any other Council or Board appointed solely by the Broward County Board of County Commissioners.

Preferred Method of Contact

To facilitate meetings, Planning Council Support Staff will contact Members via phone, email and mail.

I prefer to receive phone calls and messages at: Home Work Cell (circle one)

Phone number (954) 958-6536

I prefer to receive mail at Home Work (circle one)

My preferred email address is Khia.Johnson@ahca.myflorida.com

Signature K. Mattalio

Date 3/2/11

Mail or FAX your completed application to:

Laura Mattalio
Broward Regional Health Planning Council
915 Middle River Drive, Suite 120
Fort Lauderdale, Florida 33304

FAX: (954) 564 - 1185

If you have any questions, please contact Laura Mattalio at (954) 561 - 9681 ext. 219



BROWARD COUNTY HIV HEALTH SERVICES
MEMBERSHIP/COUNCIL DEVELOPMENT
~~POST APPOINTMENT~~ ORIENTATION
ATTENDEE/GUEST SIGN IN SHEET

MEETING DATE AND TIME: 7/7/11 AT 9:00 A.M.

MEETING ROOM: CONFERENCE ROOM 115

PRINT NAME	HAVE YOU ATTENDED BEFORE?	INTEREST IN WHAT COMMITTEES?	EMAIL ADDRESS
1. Todd Mitchell	no	orientation to policy	
2. Debbie Wilkins		planning council	debbie.wilkins@browardhouse.com
3. Kajuana Townsend	No		Hz31tmm@yahoo.com
4. Mykell Storkley	yes years ago	JCC	MStorkley@BrowardHouse.com
5. W. JAMES PERKINS	No	JCC	RHFCO@gmail.com
6. Khia Johnson	NO	Planning Council	Khia.Johnson@browardhouse.com
7. Yolanda Reed	YES		
8. San Antonio Walker	yes		Labron31@gmail.com
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			

Name:

Ricardo Chorrera

Date: 05-18-2011

Contact Information

Home Telephone Number ()

Cell Phone Number (305) 7208032

Home Mailing Address 2945 NE 8th Terrace #203

Oakland Park, FL 33334

Current Place of Employment (if applicable) Minority Development & Empowerment

Work Telephone Number (954) 3154530 ext 217

Work Mailing Address rcharria@MDEINC.ORG

5225 NW 33rd Ave Bldg 5

Email Address FT Lauderdale, FL 33309

Gender

☒ Male ☐ Female ☐ Transgender

Race/Ethnicity

☐ Black/non-Hispanic☐ White/non-Hispanic☒ Hispanic☐ American Indian/Alaskan Native☐ Asian/Pacific Islander☐ Other

Do you self-identify as HIV+?*

☐ Yes ☐ No ☐ N/A

*Disclosure of HIV status is not required for membership. Disclosure of HIV status in this application will become a part of the public record.

Are you affiliated as an employee, consultant, or board member with Ryan White Part A?

☒ Yes ☐ NoCategories of Membership (check all that apply)☐ Health care providers, including federally qualified health centers☒ Community-Based Organizations serving affected populations/AIDS Service Organizations☒ Social Service Providers (including housing and homeless-services providers)☐ Non-elected Community Leaders☒ Affected Communities (people living with HIV/AIDS and underserved communities)☐ Unaffiliated Ryan White Consumer☐ Individuals co-infected with HIV & Hepatitis B or C☐ Members of a Federally Recognized Indian Tribe☐ PLWHA Recently Released from Jail or Prison or their representatives☐ Local Public Health Agencies☐ Hospital Planning Agencies or Health Care Planning Agencies☐ Grantees of Other Federal HIV programs (providers of HIV Prevention Services)☐ Mental Health Providers☐ Part C Grantees☐ State Medicaid Agency☐ State Part B Agency☐ Substance Abuse Providers☐ Part D Grantees☐ Part F Grantees

Committee Assessment

All Planning Council Members are requested to serve on at least one Committee.

Please rank the Committees below to indicate your interest.

- ☒ **Membership/Council Development:** Ensures Council/committee membership meets HRSA mandates. Oversees ongoing training/mentoring of Council/committee members.
- 25% **Quality Management Committee:** 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 staff/client training/education.
- 15% **Joint Client/Community Relations Committee:** Encourages individuals living with HIV to be involved in Council activities. Helps people to learn about the Council and what it does. Listens to and tries to resolve complaints about how the Council operates (setting funding priorities, preparing plans, hearing from the HIV community, etc).
- 10% **Joint Planning Committee:** Develops comprehensive plan and goals for HIV services in Broward County; establishes needs; identifies gaps in care.
- 50% **Joint Priorities:** Analyzes data and develops service priorities, funding recommendations and language on how best to meet priorities.
- ☒ **ad Hoc Local Pharmacy Advisory Committee:** Makes recommendations to the Planning Council to improve the quality, cost effectiveness and allocation of resources to Pharmacy Services.

General Information

1. Describe your interest in becoming a member of the HIV Planning Council?

To be a voice for the MSM & Latino community when the Council works developing service priorities and on quality management.

2. Describe how HIV/AIDS has impacted your life, either personally or professionally.

HIV/AIDS has been my career for the last 8 years and has impacted my personal life through friends and family.

3. Please list any experiences you have related to community decision-making or planning bodies?

*Medical Case Management QA Committee
Outreach QA Committee and others*

pell
pell
pell
pell
pell
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Preferred Method of Contact

To facilitate meetings, Planning Council Support Staff will contact Members via phone, email and mail.

I prefer to receive phone calls and messages at: Home Work Cell (circle one)

Phone number (305) 7208032

I prefer to receive mail at Home Work (circle one)

My preferred email address is richar rcharria@MDEINT.org

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Signature _____

Note: This application expires six (6) months from date of issuance.

07-20-11

Signature _____

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**BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL
MEMBERSHIP/COUNCIL DEVELOPMENT COMMITTEE**

~~POST APPOINTMENT~~ ORIENTATION SIGN- IN SHEET

MEETING DATE AND TIME: FEBRUARY 24, 2012

MEETING ROOM: BRHPC

PRINT NAME

SIGNATURE

Ricardo Charría

[Signature]

Special Populations Living With HIV and AIDS

Broward HIV/AIDS EPI Table (Race, Ethnicity, Gender and Age) Through CY 2010								
Demographics/ HIV Exposure Categories	Newly Reported AIDS Cases		AIDS Prevalence Through CY 2010		HIV/not AIDS Prevalence		Total HIV/AIDS Prevalence	
Race/Ethnicity	#	%	#	%	#	%	#	%
White	362	25.97%	2,807	32.53%	2,723	36.91%	5,530	34.55%
Black	813	58.32%	4,560	52.85%	3,448	46.73%	8,008	50.03%
Hispanic	185	13.27%	1,063	12.32%	1,070	14.50%	2,133	13.33%
Asian/PI	8	0.57%	36	0.42%	43	0.58%	79	0.49%
American Indian	0	0.00%	4	0.05%	11	0.15%	15	0.09%
Not Specified/Other	26	1.87%	158	1.83%	83	1.12%	241	1.51%
Total	1,394	100%	8,628	100%	7,378	100%	16,006	100%
Gender								
Male	938	67.29%	6,077	70.43%	5,168	70.05%	11,245	70.25%
Female	456	32.71%	2,551	29.57%	2,210	29.95%	4,761	29.75%
Total	1,394	100%	8,628	100%	7,378	100%	16,006	100%
Age at Diagnosis (Incidence) / Current Age (Prevalence)								
0 - 12 years	0	0.00%	9	0.11%	45	0.61%	54	0.34%
13 - 19 years	17	1.22%	78	0.90%	68	0.92%	146	0.91%
20 - 44 years	758	54.38%	2,974	34.47%	3,579	48.51%	6,553	40.94%
45 + years	619	44.40%	5,567	64.52%	3,686	49.96%	9,253	57.81%
Total	1,394	100%	8,628	100%	7,378	100%	16,006	100%
Adult/Adolescent AIDS Exposure Category								
MSM	576	41.32%	3,689	42.75%	3,786	51.31%	7,475	46.70%
IDU	86	6.16%	740	8.58%	387	5.25%	1,127	7.04%
MSM/IDU	25	1.78%	282	3.27%	172	2.33%	454	2.84%
Heterosexual	700	50.18%	3,737	43.31%	2,921	39.59%	6,658	41.60%
Other	8	0.56%	180	2.09%	112	1.52%	292	1.82%
Total	1,394	100%	8,628	100%	7,378	100%	16,006	100%
Pediatric AIDS Exposure Categories (Ages 0 - 12)								
Mother with/HIV	0	0.00%	9	100%	45	100 %	54	100%
Risk not reported	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total	0	0.00%	9	100%	45	100 %	54	100%

Membership/Council Development Committee Work Plan for FY2011/12
Broward County HIV Health Services Planning Council

1. Ensure Planning Council Representation and Reflectiveness						
	Objectives	Accountability	Outcome	Target Date	Due Date	Status
A.	Ensure that the Planning Council and Committees reflect the demographics of the epidemic in the EMA; Assure all mandated seats are filled	Membership Committee; HIVPC Staff	Council and Committee demographics reflect epidemic	Monthly	Monthly	
B.	Ensure that 33% of Council Members are unaffiliated PLWHA	Membership Committee; Planning Council	Compliance with legislation	Ongoing	Ongoing	
C.	Development of Recruitment Plan for new members to ensure representation and reflectiveness	Membership Committee; Planning Council	Recruitment Plan	Ongoing	Ongoing	
D.	Conduct quarterly membership orientations and post-appointment orientations, as needed.	Membership Committee; HIVPC Staff	Orientation and post orientation conducted	Quarterly	Quarterly	
2. Ensure Compliance with Attendance Policy and Removal for Cause Policy						
A.	Review Planning Council and Committee attendance.	Membership Committee, HIVPC Staff	Attendance reviewed	Monthly	Monthly	
B.	Forward automatic removals due to attendance policy violations to Executive Committee and Planning Council	Membership Committee, HIVPC Staff	Removals forwarded.	As needed	As needed	
C.	Implement Removal for Cause Policy	Membership Committee, Grantee Staff, HIVPC Staff	Removal for Cause Policy implemented.	As needed	As needed	
3. Ensure and Implement Capacity/Leadership Development for Planning Council Members and Applicants						
	Objectives	Accountability	Outcomes	Target Date	Due Date	Status
A.	Develop and Implement Training Plan and Schedule for Planning Council and Applicants	Membership Committee, HIVPC Staff	Approved Training Plan and Schedule	5/2011	7/2011	
B.	Plan and Implement Trainings, could include: a. Orientations – quarterly, if needed b. Post-Appointment – quarterly, if needed c. Training of Mentors d. PSRA and Budget Process e. QA & Evaluation Process f. How to Run A Meeting g. Recruitment & Retention	Membership Committee; HIVPC Staff	Trainings conducted, evaluated and revised	Ongoing	Ongoing	

Membership/Council Development Committee Work Plan for FY2011/12
Broward County HIV Health Services Planning Council

4. Ensure Adequet Applicant Pool for Planning Council and Committees and Increase Community Awareness of Planning Council						
A.	Develop and update Recruitment Plan	Membership Committee	Recruitment Plan developed	1/2012	2/2012	
B.	Implement Recruitment Plan	Membership Committee	Recruitment Plan implemented	Ongoing	Ongoing	
C.	Attend community events of other community-based organizations for recruitment	Membership Committee, HIVPC Staff	Community events attended; individuals recruited	Ongoing	Ongoing	