Fort Lauderdale / Broward County EMA
Broward County HIV Health Services Planning Council
An Advisory Board of the Broward County Board of County Commissioners
200 Oakwood Lane, Suite 100, Hollywood, FL, 33020 - Tel: 954-561-9681 / www.BRHPC.org

MEETING AGENDA

Committee: Priority Setting & Resource Allocation (PSRA)
Date/Time: Thursday, September 20, 2018, 9:00 a.m.
Location: Governmental Center Room A-337
Chair: Lorenzo Robertson **Vice Chair:** Marie Hayes

1. **CALL TO ORDER:** *Welcome, Ground Rules, Sunshine, Introductions, Moment of Silence, & Public Comment*
2. **APPROVALS:** 9/20/18 Agenda and 6/21/18 Meeting Minutes
3. **STANDARD COMMITTEE ITEMS**
   a. Monthly Expenditure/Utilization Report by Category of Service
4. **UNFINISHED BUSINESS**
5. **MEETING ACTIVITIES**

Goal/Work Plan Objective #:	*Accomplishments*
Reallocations - "Sweeps"	Recommend reallocations ("Sweeps") to ensure sufficient core funding and the distribution of additional funds.

6. **RECIPIENT REPORTS**
7. **PUBLIC COMMENT**
8. **AGENDA ITEMS/TASKS FOR NEXT MEETING:** October 18, 2018 **Time:** 9:00 a.m. **Venue:** Governmental Center Annex, Room A-337

Goal/Work Plan Objective #:	*Accomplishments*
PSRA Process Evaluation	ACTION ITEM: Review FY18 PSRA process, identify areas for improvement, and make recommendations for next year's process (data review, trainings, HBTMTN)

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

PLEASE COMPLETE YOUR MEETING EVALUATIONS

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

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

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MEETING MINUTES

Committee: Priority Setting & Resource Allocation (PSRA)
Date/Time: Thursday, June 21, 2018 9:00 a.m.
Location: Government Center A-337
Chair: Lorenzo Robertson **Vice Chair:** Marie Hayes

ATTENDANCE					
#	**Members**	**Present**	**Absent**		**Guests**
1	Barnes, B.	**X**			Cook, S.
2	Barrientos, Y.	**X**			Cius, W.
3	Fortune-Evans, B.	**X**			
4	Grant, C.	**X**			**HIVPC Staff**
5	Hayes, M., *Vice Chair*	**X**			Ewart, L.
6	Katz, H. B.		**A**		Oratien, V.
7	Lopes, R.	**X**			Johnson, B.
8	Moreno, V.		**A**		Holloman, K.
9	Robertson, L., *Chair*	**X**			**Grantee Staff**
10	Schickowski, K.	**X**			Jones, L.
11	Schweizer, M.		**A**		Robbinson, J.
12	Shamer, D.		**A**		
13	Siclari, R.	**X**			
14	Williams, R.	**X**			
	Quorum = 7	**10**			

1. CALL TO ORDER:

The PSRA Chair called the meeting to order at 9:13 a.m. The 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 HIVPC staff self-introductions were made.

2. APPROVALS:

Motion #1: To approve 6/21/18 meeting agenda.
Proposed by: Hayes, M. **Seconded by:** Lopes, R.
Action: Passed Unanimously

Motion #2: To approve meeting minutes of 5/17/18.
Proposed by: Lopes, R. **Seconded by:** Grant, C.
Action: Passed Unanimously

3. UNFINISHED BUSINESS

None.

4. STANDARD COMMITTEE ITEMS

Monthly Expenditure/Utilization Report: Utilization is on track in a few areas. The service categories should currently be 33% expended, though some are lacking due to late invoices. The new notice of award has arrived and is straightforward. There has been a reduction in formula and supplemental funding. 34 of the 52 EMAs have also received a reduction. In previous years, unspent dollars were pooled. The Ft. Lauderdale EMA has done well in previous years, but the reduction is concerning because Broward County is 2nd in the nation in new HIV infections. Colleagues around

the state have also received reductions which is unexpected because Florida is ranked 3rd nationally in new HIV infections. This will make it difficult to meet the needs of Ryan White Part A clients.

OAMC is currently 17% expended, but that percentage is expected to pick up as invoices are submitted. This service category typically starts out strong and tapers off, but it is different for each provider. The RWHAP Office will continue to communicate with providers to find out how things are going. Mental Health providers have stated that employment issues are to blame for their low expenditures. HICP is being utilized at a higher rate than anticipated. It was expected to expend $40-$50 thousand per month, but is actually spending $60-$70 thousand per month. The assumption is that the more people know about the service, the more they use it. Also, many people have yet to meet their out-of-pocket deductibles for the year, so utilization is expected to drop in month 6. There will be carryover of $200,000. This is mostly for Part A, not MAI.

5. MEETING ACTIVITIES

a. Ryan White Part A Service Category Presentation: The CQM Manager provided a presentation of the Part A services (on file). The presentation reviewed the care continuum for Broward County from FY15-FY17, as well as by gender, race, age, and risk factor. Viral load suppression has increased since FY16 across all subpopulations and service categories despite retention in care decreasing for most subpopulations and service categories in that same timeframe. Clients aged 18-28 remain a disparity in the Part A system, but saw the largest increase in viral load suppression since FY16. QMC has been focused on the 18-28 age group. The Committee has been looking into the Mother subpopulation, especially by age, to see if it lines up with the increase in new infections in the 18-28 age group. Females, Black females, and the 18-28 age group have been populations of focus and have experienced the largest increase in viral load suppression. One PSRA member noted that when a population is identified for focus, it does make a difference in outcomes. Another member asked that QMC continue to drill down on the 18-28 age group to gather more information.

PSRA Utilization and Expenditures Presentation: The presentation (on file) showed PSRA that there has been a 20% increase in new infections but a 1.6% decrease in funding. There was discussion regarding the low utilization of the Mental Health service category. It was suggested that if a person is struggling with issues such as housing and food, Mental Health services may not be his or her top priority. Additionally, obstacles may be present which prevent a person from receiving the service. The stigma surrounding the service category is also a factor in its low utilization. The Recipient stated that there must be a streamlining and furthering of approaches used for this service. Members expressed a desire to continue paying attention to Mental Health and Substance Abuse utilization. The Recipient noted that housing concerns remain top of mind for those in need of services.

The Recipient responded to a question regarding Test & Treat. This initiative is a collaboration between FLDOH-BC and Part A. When it was set up, the funding was supposed to last for 4 months. Instead, those funds were expended in 2 weeks' time. The hope is that FLDOH-BC will take on 100% of the medication costs of Test & Treat, rather than the current 95%.

Broward County was one of the first EMAs for which HRSA reviewed Pharmacy Assistance and stated that if a long-term pharmacy relationship was not being maintained with the client, the service is Emergency Financial Assistance (EFA). Emergency dispensing of medications is clearly defined as EFA, and locally this service is called Emergency Medications.

FLDOH funding has been used for Food Bank bulk purchase coupons. For the first 2 months of the fiscal year, Part A funding was being used by Food Bank. After that time, the coupons took effect so the service category's utilization has decreased artificially.

The Legal service category is typically used once by Part A clients. Often, the cases are closed within a couple of months. Most clients are new. Half of the clients come in for estate planning, and the other half for benefits. The outcomes are specifically for people denied Social Security. Generally, this is due to erroneous cessation of benefits.

The service's scorecards appear low because the majority of clients are only using the service to get their benefits started. The service provider also has alternate grant funding. FPL requirements are in place for the service provider, with the exception of senior citizens.

b. FY2019 Service Category Allocations: The PSRA Committee completed its allocations in accordance with the funding ceiling implemented by HRSA. Broward County is able to request $16,654,320 in funding for FY2019. This cap required members to allocate with the end total in mind, rather than arriving at a grand total after allocating for each category. Members discussed having clients apply for assistance through services outside of Ryan White to alleviate strain on the Part A budget. The suggestion was noted but because HRSA does not mandate such action, it is difficult to initiate.
PSRA decided to increase allocations to the Integrated Primary Care and Behavioral Health service category by $57,156.
For Pharmacy, PSRA chose to decrease funding by $15,245 because FLDOH-BC recently expanded its formulary. This change means that ADAP should be paying for less medication.
In the Oral Health service category, members discussed how best to allocate the funding as the service category was split into routine and specialty care. The Recipient made it clear that either method of allocation would be fine. The Committee decided to put the remaining $72,401 into Oral Health based on its utilization. After CIED, it is Part A's most used service.
The rest of the Part A service categories and all MAI service categories received the same amount in allocations as they expended in FY2017.

Motion #3: To allocate $5,309,167 to Integrated Primary Care and Behavioral Health.
Proposed by: Hayes, M. **Seconded by:** Schickowski, K.
Action: Passed Unanimously

Motion #4: To allocate $625,165 to Pharmacy.
Proposed by: Hayes, M. **Seconded by:** Lopes, R.
Action: Passed with 1 Opposed

Motion #5: To allocate $2,635,639 to Oral Health.
Proposed by: Hayes, M. **Seconded by:** Schickowski, K.
Action: Passed Unanimously

Motion #6: To allocate $499,893 to Health Insurance Continuation Program (HICP).
Proposed by: Hayes, M. **Seconded by:** Lopes, R.
Action: Passed Unanimously

Motion #7: To allocate $455,802 to Medical Case Management (Disease).
Proposed by: Hayes, M. **Seconded by:** Siclari, R.
Action: Passed Unanimously

Motion #8: To allocate $1,140,647 to Medical Case Management (Case Management).
Proposed by: Siclari, R. **Seconded by:** Hayes, M.
Action: Passed Unanimously

Motion #9: To allocate $233,831 to Mental Health.
Proposed by: Lopes, R. **Seconded by:** Hayes, M.
Action: Passed with 1 Opposed

Motion #10: To allocate $205, 714 Substance Abuse (Outpatient).
Proposed by: Siclari, R. **Seconded by:** Barnes, B.
Action: Passed with 1 Abstention

Motion #11: To allocate $560, 498 to Non-Medical Case Management (CIED).
Proposed by: Hayes, M. **Seconded by:** Lopes, R.
Action: Passed with 1 Opposed

Motion #12: To allocate $79,108 to Non-Medical Case Management (BISS).
Proposed by: Hayes, M. **Seconded by:** Siclari, R.
Action: Passed Unanimously

Motion #13: To allocate $101, 744 to Emergency Financial Assistance.
Proposed by: Hayes, M. **Seconded by:** Barnes, B.
Action: Passed Unanimously

Motion #14: To allocate $929,103 to Food Bank/Voucher
Proposed by: Hayes, M. **Seconded by:** Schickowski, K.
Action: Passed with 2 Abstentions

Motion #15: To allocate $121,393 to Legal.
Proposed by: Hayes, M. **Seconded by:** Williams, R.
Action: Passed with 1 Abstention

Motion #16: To allocate $291,669 to MAI OAMC.
Proposed by: Lopes, R. **Seconded by:** Williams, R.
Action: Passed with 2 Abstentions

Motion #17: To allocate $50,956 to MAI Medical Case Management (Case Management).
Proposed by: Williams, R. **Seconded by:** Lopes, R.
Action: Passed with 2 Abstentions

Motion #18: To allocate $16, 082 to MAI Mental Health.
Proposed by: Lopes, R. **Seconded by:** Grant, C.
Action: Passed with 2 Abstentions

Motion #19: To allocate $400,000 to MAI Substance Abuse (Outpatient).
Proposed by: Schickowski, K. **Seconded by:** Lopes, R.
Action: Passed with 1 Abstention

Motion #20: To allocate $290, 957 to MAI Non-Medical Case Management (CIED).
Proposed by: Hayes, M. **Seconded by:** Lopes, R.
Action: Passed with 1 Abstention

6. RECIPIENT REPORT

The Recipient informed the Committee of the upcoming HRSA site visit. HRSA will be in attendance at the upcoming HIV Planning Council Meeting, where the Council will vote to allocate funds for FY2019. This is one of the most important roles the HIVPC has. The Recipient encouraged members to reiterate their process. Not all HIVPC members understand how much work has gone into the decision making process. It was also noted that the 4% annual increase in Part A clients and the success of Test & Treat make it harder to serve clients well. Additionally, Florida EMAs do not have Medicaid expansion to provide healthcare services, so the task is placed on OAMC. HIVPC attendees should recognize that the Part A Program is doing a good job, but could do a better job if more resources were available.

7. DATA REQUEST:

None.

8. PUBLIC COMMENT

None.

9. AGENDA ITEMS/TASKS FOR NEXT MEETING: August 16, 2018 **Time:** 9:00 a.m. **Venue:** A-337

Goal/Work Plan Objective #:	*Accomplishments*

10. ANNOUNCEMENTS

A member requested that when members around the table receive feedback about specific services that they try to refer clients back to the agency providing the particular service.

11. ADJOURNMENT

The meeting was adjourned at 12:49 p.m.

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PSRA Attendance CY2018

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	18	C	15	19	17	21							
1	1	1	**1**	Barnes, B.	X		A	X	X	X							
1	0	0	**2**	Barrientos, Y.	X		X	X	X	X							
0	0	0		DeSantis, M.	X	Z-1/23											
0	0	0	**3**	Fortune-Evans, B.	N-5/24					X							
0	0	1	**4**	Grant, C.	X		X	A	X	X							
0	0	1	**5**	Hayes, M., V. Chai	A		X	X	X	X							
1	1	1	**6**	Katz, H.B.	X		X	E	X	A							
0	0	1	**7**	Lopes, R.	A		X	X	X	X							
0	0	1	**8**	Moreno, V.	N-5/24					A							
0	1	1	**9**	Robertson, L., Cha	N- 4/1			A	X	X							
0	0	0	**10**	Schickowski, K.	X		X	X	X	X							
0	0	1	**11**	Schweizer, M.	N-5/24					A							
1	1	1	**12**	Shamer, D.	X		X	X	X	A							
0	0	2	**13**	Siclari, R.	X		A	X	A	X							
0	1	1		Spencer, W.	X		X	A	Z- 5/15								
0	0	1	**14**	Williams, R.	N- 3/22		X	A	X	X							
				Quorum = 7	9		9	7	10	10							

Legend:

X - present
A - absent
E - excused
NQA - no quorum absent
NQX - no quorum present
NQE - no quorum excused
N - newly appointed
Z - resigned
C - cancelled
W - warning letter
R - removal letter