



**METROPOLITAN JACKSONVILLE AREA
HIV HEALTH SERVICES PLANNING COUNCIL
Ryan White HIV/AIDS Program
1809 Art Museum Drive, Suite 100, Jacksonville, FL 32207**



**Meeting of April 26, 2012
4:00 P.M.**

- I. Call Meeting to Order..... Frank Emanuel**
- II. Moment of SilencePublic/Members**
- III. Roll Call..... Heather Kilpatrick**
- IV. CommentsPublic/Members**
- V. Approval of March 22, 2012 Minutes Frank Emanuel**
- VI. Administrative Agency Report Deidre Kelley**
- VII. Committee Reports**
- **Women, Adolescents & Children Committee Page 4 Errol Schell**
Action to be taken: None
 - **Nominating Committee..... Page 6Mark Cleveland**
Action to be taken: **Recommending Tabitha Robinson to be appointed by the Mayor to fill the vacancy in the HIV Prevention category.**
 - **PLWH/A Committee..... Page 7Justin Bell**
Action to be taken: None
 - **Priority & Allocations Committee..... Page 8 Kim Geib**
Action to be taken: **Requesting approval of the reallocation of FY 2012 funding as presented on page 9.**
 - **Comprehensive Plan Committee..... Page 10 Ellen Schmitt**
Action to be taken: None
- VIII. Unfinished Business.....Members**
- IX. New Business.....Members**
- X. AnnouncementsMembers/Public**
- XI. Adjournment..... Frank Emanuel**

Blossom
by blossom
the
Spring
begins
Algeron Charles Swinburne



Our Mission

The mission of the Planning Council is to provide a means for planning and implementing a coordinated response to the needs of people living with and affected by HIV disease.

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL

Ryan White Part A and Part B Programs
Behavioral and Human Services Division
1809 Art Museum Drive, Suite 100

Minutes

April 26, 2012

4:00 p.m.

Members Present:

Alfreda Telfair, Vice-Chair	Leon Green
Heather Kilpatrick, Secretary	Elaine Mathews (Phone)
Patricia Sampson, Treasurer	Eric McBride
Antoinette Turner, PLWH Representative	Tammy Morris
David Andress, Parliamentarian	Jacquelyn Nash
Justin Bell	Carolyn Patterson
Minerva Bryant (Phone)	Sharon Peterson
Mark Cleveland	Errol Schell
Gloria Coon	Ellen Schmitt
Kerry Dunlavey (Phone)	Melissa Scites
Ken Fields	Velda Stokes
Kimberly Geib	Annie Youngblood

Members Absent:

Frank Emanuel	Paul LaBonte
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Proxy Members Present:

Sharon Hunter	Nathaniel Hendley
Marion Merritt	

Proxy Members Absent:

Edward McDonald

Staff Present:

Deidre Kelley	Mary Martinez
Sue Andrews	Sandy Sikes

Guests:

Sandra Ellis	LaTonya Franklin
Michael Bennett	Marv Armbruster
Heather Vaughan	J. E. Bernert

I. Meeting Called to Order Alfreda Telfair

The meeting was called to order at 4:00 p.m. by Vice Chair Telfair.

II. Moment of Silence.....Public/Members

Vice Chair Telfair asked for a moment of silence to be observed for individuals who have died of HIV/AIDS, for those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

III. Call to the Table..... Alfreda Telfair
Vice Chair Telfair called the Planning Council’s two newest members to the table: Tammy Morris and Minerva Bryant.

IV. Roll Call..... Heather Kilpatrick
Secretary Kilpatrick called the roll and a quorum was declared. Proxy member Sharon Hunter was called to the table.

V. Comments.....Council Members
There were none.

VI. Approval of March 22, 2012 Minutes Alfreda Telfair
Motion made and seconded to accept the Minutes as presented; motion was passed.

VII. Administrative AgencyDeidre Kelley
The Administrative Agency rebid the Ryan White Part A mental health services for the next three years. Agencies receiving funding are Community Rehabilitation Center, Lutheran Social Services, Northwest Behavioral Health Services, and River Region Human Services. Clients will continue to access mental health services at Community Rehabilitation Center, Lutheran Social Services, and River Region until the additional funding is in place.

The Ordinance authorizing the Mayor to sign the Memorandum of Agreement to continue the merger of the Part A and Part B Planning Council was approved by the Jacksonville City Council on March 27. This Memorandum includes a clause to continue the agreement indefinitely.

The PLWHA Committee has set goals for 2012 that include peer navigator training. Following the Planning Council meeting next month, there will be a meeting with members of the PLWHA Committee to discuss specifics of the training and everyone is invited to attend, including peer navigators of Duval County Health Department, AHF, and UF Cares Rainbow Center.

Chief Tara Wildes completed eight years of service before resigning from the Planning Council earlier this year. In recognition of her service, the Planning Council is presenting Chief Wildes with a token of their appreciation, and to thank her for all she contributed to the Council over the years.

VIII. Committee Reports

Women, Adolescents, and Children CommitteeErrol Schell
The Committee met on April 5 and the report is on page 4. There were no actions required.

Nominating Committee Mark Cleveland
The Nominating Committee met on April 6, 2012. Report is on page 6. The following action was taken:

1) A motion was made and seconded recommending that Tabitha Robinson be appointed by the Mayor to fill the vacancy in the HIV Prevention category. There was no discussion; members voted and the motion was approved.

PLWHA CommitteeJustin Bell
The Committee met on April 12 and the report is on page 7. There were no actions required.

Priority & Allocations Committee Kim Geib
The Committee met on April 12 and the report is on page 8. The following action was taken:

1) A motion was made and seconded to approve the reallocation of FY 2012 funding as presented in their report. There was no discussion; members voted and the motion was approved.

The Committee met on April 12 and the report is on page 10. There were no actions required.

IX. Unfinished Business..... Members
There were none.

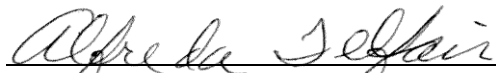
X. New Business..... Members
There were none.

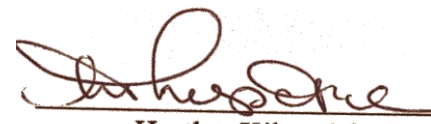
XI. Announcements..... Members/Public

- Jackie Nash announced that the Mental Health and the Black Community event will be May 17-19 at Edward Waters College.
- Leon Green advised that his neighborhood had partnered with River Region and the UNF to run their community clubhouse. There will be an Open House Saturday, April 28 from 10:00 AM to 2:00 PM at the Beachwood Community Center, off Beach Boulevard behind Florida State College.
- Mark Cleveland commented on the State of Florida's recent attempt to do random drug screening on SSI and Medicaid recipients.
- David Andress announced that the local ADAP wait list is down to 30 people. Statewide the wait list is down to approximately 550 people.
- Justin Bell reminded everyone of the 'Dining Out for Life' event today; several Planning Council members will be participating.

XII. Adjournment..... Alfreda Telfair
The meeting was adjourned at 4:25 p.m.

Respectfully Submitted,


Alfreda Telfair, Vice Chair


Heather Kilpatrick, Secretary

HK:SS

**Metropolitan Jacksonville Area
HIV Health Services Planning Council**
1809 Art Museum Drive, Suite 100
Jacksonville, FL 32207

Women, Adolescents and Children Committee

9:00 a.m. April 5, 2012

Summary of Meeting

The following members and staff were present: Errol Schell, Gloria Coon, Bonita Drayton, John Essex, Audrey Green, Sharon Hunter, Alfreda Telfair, Kimyata Whaley, and Sandy Sikes. Chair Errol Schell called the meeting to order at 9:01 a.m. and led members in a moment of silence to remember those infected and affected with HIV/AIDS.

Introductions: All members introduced themselves.

Unfinished Business:

Status of W.A.C. Calendar of Events and Event Planner: Sandy Sikes reported on feasibility of getting a W.A.C. website approved by the City of Jacksonville. She advised that another group in the past had tried to get a website, and it was extremely hard to get approval by the City. An alternative was suggested for using a Google sign-in, which would allow W.A.C. members to log in and pull up calendars, the event planner, and any other documents the committee wanted to post and share. This was somewhat restricting in that the person pulling up information would have to know the user name and password, thus eliminating the general public from seeing this information. John Essex came up with an alternate plan to publish a calendar of events under the HIV MCM website. Since these events are open to the public, there should not be an issue with publishing them. The Committee was in agreement to go in this direction and John will take over this project.

Evaluation of March Activities:

- Lunch & Learn at Mt. Nebo Baptist Church (March 9). There were 78 people in attendance, including several pastors who made commitments to do something in their churches during next year's National Week of Prayer for the Healing of AIDS/HIV.
- Health Fair at Washington Heights Apartments (March 10). Approximately 100 people attended; about half of these were children. It was noticed that although many adults took the HIV literature and asked questions, most of the adults did not want to get tested, possibly due to sensitivity of their neighbors and friends seeing them. However 8 people did get tested that day, all negative.
- Phillip Randolph Park event (March 17). There were approximately 70 people in attendance. The HIV testing van had been requested, but did not show up. Literature and information were distributed.
- Diamonds & Denim Fashion Show (March 24). Over 430 people attended this show. Afterwards, a lot of people approached the table for information and brochures and to speak with Bonita Drayton and Alfreda Telfair.

New Business:

- National HIV Testing Day – June 27: Alfreda Telfair has begun planning for this activity in June at Gateway. She met yesterday with Riyan Jackson of Gateway; he will get back with her next week to verify if June 27 is available for this event. Alfreda is contacting Nat Glover's office to set up an appointment with the former Sheriff to see if he would be available to participate, or at least attend. She suggested that the event last until 7:00 p.m. that evening, since last year an influx of people began arriving as the event was closing. We also need a lot of advertising about this event, such as announcements in all the local papers. Alfreda will confirm with Riyan about using the grill this year – and where we can set up the grill. She asked if Heather Vaughan could work on preparing flyers for the event. There was also a question about music; is it possible to find a DJ willing to donate his/her time to provide music, or perhaps a radio station can do a live broadcast there?

Suggestions for Next Agenda:

- Continue plans for June 27 activity at Gateway
- Identify outreach events and activities geared toward teens and young adults born HIV+

Announcements:

- April 26 – Dining Out for Life
- June 27 – National HIV Testing Day – an activity will be planned at Gateway
- UF Rainbow Center will be posting position soon for part-time person to do outreach and HIV testing
- Gloria Coon reported on recent training conference she attended in Los Angeles. This generated discussion among the group as to what the W.A.C. Committee can do for adolescents and those in the 18 to 25 year-old age range who were born HIV+.

Meeting Adjourned: As there was no further business to conduct, the meeting was adjourned at 9:45 a.m.

ACTION REQUIRED: None.

Metropolitan Jacksonville Area HIV Health Services Planning Council

1809 Art Museum Drive, Suite 100

Jacksonville, FL 32207

Nominating Committee

10:00 a.m. ♦ April 6, 2012

Summary of Meeting

Call to Order and Attendance: Mark Cleveland, Sharon Hunter, Eric McBride, Sharon Peterson, Velda Stokes and Sandy Sikes.

Moment of Silence: Co-Chair Mark Cleveland called the meeting to order at 10:00 a.m. and requested a moment of silence to remember those who are infected and affected by HIV.

Unfinished Business: None

New Business:

- Interviews were scheduled with two applicants: Tabitha Robinson and LaTonya Franklin. Ms. Robinson was interviewed by the Nominating Committee as a candidate for the HIV Prevention category. She was rated and her score exceeded the 85% minimum. LaTonya Franklin, candidate for Planning Council Proxy Pool, missed this meeting.
- Motion made and carried that Tabitha Robinson be recommended to the Planning Council in the HIV Prevention category.
- Discussion on Planning Council Membership Application forms. Proposed changes were discussed in order to make the section on ‘applying for a Mandated Membership Category’ clearer. A new selection box was also added for the benefit of applicants who want to apply for the Proxy Pool. A draft of the revised application will be sent to the Nominating Committee in the next week or so, for their final review.

Announcements: None

Date of Next Meeting: The next meeting will be Friday, July 6, 2012.

Adjournment: The committee completed business at 10:40 a.m., and the meeting was adjourned.

Actions to be taken:

1. Recommendation that Tabitha Robinson be appointed by the Mayor to fill the vacancy in the HIV Prevention category.

**Metropolitan Jacksonville Area
HIV Health Services Planning Council**
1809 Art Museum Drive, Suite 100
Jacksonville, FL 32207

PLWHA Committee
12:00 p.m. April 12, 2012
Summary of Meeting

The following members and staff were present: Justin Bell (Co-Chair), Eric McBride (Co-Chair), Maru Armbruster, Virginia Baker-Williams, J. E. Bernert, Bill Brim, Mark Cleveland, Gloria Coon, LaTonya Franklin, Mary Glenn, Lavale Green, Sean Hammond, Nathaniel Hendley, Joe Lourcey, Marion Merritt, Terri Mims, Teresa Rudolph, Angel Ruiz, Frieda Saraga, Velda Stokes, Antoinette Turner, William Woodle, Sandy Sikes, and Guest Speaker Richard Standifer.

Co-Chair Eric McBride called the meeting to order at 12:04 p.m. and led members in a moment of silence to remember those infected and affected with HIV/AIDS. Velda Stokes read the Mission Statement.

Introductions: All members introduced themselves.

Presentation: Richard Standifer of Bristol-Myers-Squibb gave a presentation on ‘Reading Your Lab Results.’

Unfinished Business:

WAD/Connections Conference: Justin Bell has been attending the 2012 World AIDS Day (WAD) Committee meetings and noted that there is low turn-out for these meetings by members of the PLWHA Committee. Mary Glenn addressed a concern that CONNECTIONS is not planning a conference this year; she met with Dr. Max Wilson and volunteered to do a feasibility study for holding a conference, if not this year, then in 2013. Mary asked the PLWHA Committee’s support in helping her look for ways to improve the conference. Marion Merritt offered her assistance to Mary, and stated that in the past, CONNECTIONS had hosted a conference and a picnic on different days; the picnic was always well received and Marion suggested that they look at combining a conference/training session with a picnic.

Review of 2012 Goals: Justin reviewed where we currently are on the goals this year. Mark Cleveland stated that the group needs more membership packets to distribute. Mary Glenn requested that her name be removed from item #6 – ‘Conduct Peer to Peer Training’, as she had not received enough information from staff to adequately prepare for a training session.

New Business:

Update to committee membership: Justin read the names of those who are currently on the PLWHA Committee roster. Anyone present whose name was not listed was encouraged to join this committee, and several in attendance completed the Committee Application form.

Announcements:

- Dining Out for Life – April 26. A flyer was attached to today’s agenda.
- World AIDS Day (WAD) Meeting – May 8, 2012 – noon at Jacksonville Urban League
- UF Rainbow is now open for HIV testing on Tuesdays from 1:00 – 4:00 p.m. and on Thursdays from 1:00 to 6:00 p.m.
- Mark Cleveland has a new cell phone number: 446-7359.

Meeting Adjourned: As there was no further business to conduct, the meeting was adjourned at 1:15 p.m.

ACTION REQUIRED: None.

**METROPOLITAN JACKSONVILLE AREA
HIV HEALTH SERVICES PLANNING COUNCIL
PRIORITY AND ALLOCATIONS COMMITTEE MEETING
April 12, 2012
Meeting Summary**

The following were present: Kim Geib, Heather Kilpatrick, Mark Cleveland, Gloria Coon, Sandra Ellis, Melissa Scites, Antoinette Turner, Marion Merritt, Latonya Franklin, Elaine Mathews, Kendall Guthrie, Justin Bell, Todd Reese, Heather Vaughan, Virginia Baker-Williams, Ellen Schmitt, Sandra Sikes, and Deidre Kelley.

Moment of Silence: Co-Chair Kim Geib called the meeting to order at 1:35 p.m. and requested that everyone observe a moment of silence for those who are infected and affected by HIV/AIDS and for those who have died.

Announcements/Comments from the Public: There were no announcements.

New Business:

Part A/MAI Reallocation of Funding for FY 2012 - Co-Chair Geib turned the meeting over to Dee Kelley who presented members with a recommendation for reallocating FY 2012 funding. Dee stated that she took several factors into consideration when developing these recommendations: 1) we received \$258,650 fewer dollars this year than last year; 2) we will end up with an estimated \$118,000 in unexpended FY 2011 funds that will be eligible for carryover in FY 2012; 3) the amount of 2011 funding expended on oral health and medical case management far exceeded our expectations; and 4) we don't need as much funding for pharmaceutical assistance as originally estimated because Congress and the State of Florida have been able to fund ADAP for the next year averting another crisis. The amount of funds for reallocation is estimated to be \$5,188,385 (\$5,070,385 available for services plus \$118,000 carryover). Dee referred committee members to the spreadsheet she had prepared showing "Actual Expenditures for 2011," previously "Approved Allocations for 2012," the "Proposed Reallocation of Funding for 2012," and the "Difference" (see attached spreadsheet). Dee also pointed out that the recommendation would also reallocate 89.08% of funding to core medical services and 10.92% to support services.

There was discussion and the proposed reallocation of 2012 funding was approved unanimously.

Questions and Answers: All questions had been answered in the previous discussion.

Adjournment: There being no further business to discuss, the meeting was adjourned at 1:50 p.m.

Action to be taken: Approval of the reallocation of FY 2012 funding as presented.

**METROPOLITAN JACKSONVILLE AREA
HIV HEALTH SERVICES PLANNING COUNCIL
CARE COORDINATION COMMITTEE
COMPREHENSIVE PLAN SUBCOMMITTEE
April 12, 2012**

Members and staff in attendance: Ellen Schmitt, Heather Kilpatrick, Patricia Sampson, Kim Geib, Sandra Ellis, Justin Bell, Mark Cleveland, Todd Reese, Rona Revels, Heather Vaughan, Marion Merritt, Deidre Kelley, and Graham Watts.

Meeting Called to Order: Co-chair Ellen Schmitt called the meeting to order at 2:35 p.m. and asked everyone to observe a moment of silence for those infected and affected by HIV in the Jacksonville TGA.

Announcements/Comments from the Public: Heather Vaughan announced that Lutheran Social Services was holding a flea market at their offices off Philips Highway on April 21. Anyone wishing to sell items could purchase a parking space to set up their table of wares.

Review Draft of Comprehensive Plan. Dee requested that everyone review the draft document they were provided for the meeting and take particular note of the highlighted sections. There were comments and suggested changes from members.

Provide Input for Section IV. Dee stated that Section IV was about how we will monitor our progress in achieving the stated goals. There was a lot of discussion regarding Early Identification of Individuals with HIV/AIDS (EIIHA). Dee reminded everyone that the deadline for submission of the Plan was May 15 and that all comments for changes and additions had to be submitted to her and Graham by Friday, April 20. Changes will be incorporated into the final document.

Adjournment: There being no further business to discuss, the meeting was adjourned at 3:30 p.m.

Action to be taken: None.

