

**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**

December 15, 2011  
4:00 p.m.

<b>Members Present:</b>	Antoinette Turner, Chair Frank Emanuel, Co-Chair Heather Kilpatrick, Secretary David Andress, Parliamentarian Ken Fields, Treasurer Velda Stokes, PLWH/A Representative Ellen Schmitt Gloria Coon Melissa Scites Errol Schell Annie Youngblood	Mark Cleveland Justin Bell Kimberly Geib Leon V. Green Eric McBride Jackie Nash Paul Labonte Carolyn Patterson Patricia Sampson Alfreda Telfair Elaine Matthews (conf call)
<b>Members Absent:</b>	Tara Wildes	Kerry Dunlavey
<b>Proxy Member Present:</b>	Edward McDonald	
<b>Proxy Members Absent:</b>	Nathaniel Hendley	Sharon Hunter
<b>Proxy Members Excused:</b>	Marian Merritt	
<b>Staff Present:</b>	Deidre Kelley Sue Andrews	Mary Martinez

- I. Meeting Called to Order .....Antoinette Turner**  
The meeting was called to order at 4:00 p.m. by Chair Turner.
- II. Moment of Silence ..... Public/Members**  
Chair Turner 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. Roll Call.....Heather Kilpatrick**  
Secretary Kilpatrick called the roll and a quorum was declared. Proxy member Edward McDonald was called to the table.
- IV. Approval of November 17, 2011 Minutes .....Antoinette Turner**  
Chair Turner asked for a motion to approve the minutes as presented. There was a motion, it was seconded, and the minutes were approved.
- V. Comments..... Council Members**  
Ellen Schmitt asked when collection of the Memorial Fund was due. The Chair responded that collection will start January 2012.

- VI. Administrative Agency.....Deidre Kelley**  
The Administrative Agency staff are gearing up for a very busy year come January 2012. The agency has received approval to hire a Planning Council support person who will start January 3. Dee stated that Sheryl Johnson would be retiring from the City and therefore was no longer a candidate for the position.

With all that has been going on with the State ADAP program this past year, there has been a recommendation that the State Bureau of HIV/AIDS ADAP Advisory Group add 3 new members. Those members will represent Part A grantees on the work group and will be from Miami-Dade County, Broward-Ft. Lauderdale and Jacksonville. If the recommendation is approved, Dee Kelley may be participating on the ADAP Work group. Also a clarification regarding the ADAP waiting list for our area, 109 PLWHA have been taken off the waiting list for our area and enrolled into ADAP. There are 71 PLWHA still on the list.

Looking at the calendar of meetings scheduled for January 2012 are the Executive Committee Tuesday, January 3 with the old officers; Women, Adolescents, and Children's Committee Thursday, January 5; PLWHA Committee Thursday, January 12 at 12 pm; Priority and Allocations at 1:30 pm and finally Comprehensive Plan Committee at 2:30 p.m. There will also be a Planning Council Pre-Orientation for new members at 3:00 p.m. on Thursday, January 26 before the Planning Council meeting. New Planning Council officers will be installed at the January Planning Council meeting and Jackie Nash, once again, will do the honors and perform the installation ceremony.

- VII. Committee Reports**  
**Nominating Committee.....Eric McBride**  
Eric stated that ballots are being passed around to cast votes on the 2012 Slate of Officers. Jackie Nash, Ken Fields, Annie Youngblood and Sue Andrews were the official counters. Results and the new 2012 Slate of Officers are: **Co-Chair, Alfreda Telfair; Secretary, Heather Kilpatrick; Treasurer, Patricia Sampson; PLWHA Representative, Antoinette Turner, and Parliamentarian, David Andress.**

**Executive Committee.....David Andress**  
The Committee met on December 6<sup>th</sup> and the report is on page 5. There are no actions required.

**PLWH/A Committee.....Velda Stokes**  
Report is on page 6. Under new business the committee reviewed and updated their goals and objectives on the action plan. Also, topics of interest will be presented at the meeting in February. There are no actions required.

**Bylaws Committee.....Patricia Sampson**  
The committee presented *the second reading of Article XV, Government-in-the-Sunshine*. Report is on page 7.

- VIII. Unfinished Business.....Members**  
There was none.

- IX. New Business.....Members**  
There was none.

- X. Announcements.....Members/Public**  
Justin Bell announced that the CREED Banquet was well attended and expressed his gratitude to everyone that participated. Melissa Scites announced that UF CARES is presenting a lecture on "Nutrition for a Positive Life: Assessment and Education" on December 19<sup>th</sup>, 655 W. 8<sup>th</sup> Street, 2<sup>nd</sup> floor, Alumni Auditorium, Clinical Center. If you have any questions, please contact Saniyyah Mahmoudi at 244-4881.

**XI. Adjournment.....Antoinette Turner**  
The meeting was adjourned at 4:35 p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Antoinette Turner, Chair

  
\_\_\_\_\_  
Heather Kilpatrick, Secretary

AT:HK:mjm

**Metropolitan Jacksonville Area  
HIV Health Services Planning Council  
1809 Art Museum Drive, Suite 100, Jacksonville, Florida  
Executive Committee Meeting Summary**

December 6, 2011 4:00 p.m.

The following Planning Council members and staff were present: Antoinette Turner, Heather Kilpatrick, Ken Fields, David Andress, and Deidre Kelley.

**Moment of Silence:** Chair Antoinette Turner called the meeting to order at 4:05 p.m. and asked members to observe a moment of silence to remember those who are living with HIV/AIDS and those who have passed away from the disease.

**Old Business** – There was discussion of the World AIDS Day activities. Everyone seemed please with the activities. David stated that he and Max Wilson were disappointed at the poor attendance at the CONNECTIONS Conference. David stated that without help from more PLWHA, Max Wilson was not sure he would continue to plan the event.

**New Business:**

**Review Planning Council Committee Meetings** – Dee reviewed the schedule of Planning Council Committee meetings for December with Executive Committee members.

**Memorial Fund Contribution for Derya Williams** – Dee shared the Funeral Service program with committee members. Dee asked members if they knew where to send the Memorial Fund contribution. We can either send the money to Derya's husband or to a charitable organization. David suggested that staff contact Minerva Bryant at River Region Human Services.

**Announcements** – David stated that 108 PLWHA had been taken off Wellvista and Pharmaceutical Assistance Programs and enrolled into ADAP. These are PLWHA who had been on the waiting list.

**Adjournment:** There being no additional business, the meeting was adjourned at 4:40 p.m.

**Action to be taken:** None.

**Metropolitan Jacksonville Area  
Services Planning Council  
People Living With HIV/AIDS (PLWHA)  
Committee Meeting Summary  
December 8, 2011  
1809 Art Museum Drive, Jacksonville Florida**

**The following were present:** Velda Stokes, David Andress, Antoinette Turner, Justin Bell, Mark Cleveland, Gloria Coon, Annie Youngblood, and Joe Lourcey. Johnetta Myers with the AIDS Program Office will provide support and take minutes.

Velda Stokes called the meeting to order at 12:10 pm. and asked the group for a moment of silence to remember those who are living with and have passed on from HIV/AIDS. Antoinette Turner offered prayer.












Velda reported that Sharon Hunter called and said that she and LaTonya Franklin would not be at the meeting. Also, Leon called her and stated that he would call in during the meeting.

After introductions of members and guests, Justin Bell read the PLWHA Statement of Purpose.

**OLD BUSINESS:**

- If a member misses a certain number of committee meetings, then the Chairs are asked to talk to the member to ascertain whether or not they want to continue participating. If they are, they are asked to come back. If not, to either ask them to resign or institute action to remove them. This is from the bylaws of the whole Planning Council not just specifically to this committee.

**NEW BUSINESS:**

- Goals and objectives for 2012 were reviewed and updated on the action plan.
- Mark Cleveland will email electronic copy of flyers and survey to David Andress for printing.
- Mark will make 10 lockboxes to be placed in various places for collection of surveys.
- Johnetta will order a 12-month dry erase calendar for committee use.
- List of topics of interest to be presented at the PLWHA Committee meetings beginning in February:
  -  Effects of Medication and Why
  -  How HIV Affects the Heart
  -  Inflammatory Processes Associated with Long-Term Use of Meds
  -  Diabetes
  -  Liver & Kidney Disease
  -  Exercising – Staying Healthy
  -  Insurance/Benefits (life, medical, etc.)
  -  Relationships
  -  Five wishes (living will, trusts, power of attorney, etc.)
  -  ADAP, Ryan White, Medicare Part D – Where to find
  -  Grief Counseling – Survivor Support Groups
- Starting in January 2012, updates of Action Plan will be a standing item on the agenda.

**OPEN FORUM – ANNOUNCEMENTS:**

- Velda thanked everyone for allowing her to be co-chair for 2011 and committed to doing more next year for the committee. Justin, Eric and Mark are nominees for Chair/Co-Chair for 2012.
- The CREED/World AIDS Day Banquet will be Saturday, December 10<sup>th</sup>, at 6:00 p.m. Those who plan to ride with Justin in the van are to meet at McDonalds in the Gateway Shopping Center at 5:00 p.m.
- The ADAP waiting list is now down to 108 people. The Statewide waitlist is going to be down to about 800 people by the end of December from 4,200. The State got about \$13m extra this year for ADAP.
- The AIDS Insurance Continuation Program is back open for new business and they've reopened the special services component so people can get their co pays paid for through them.

The next Planning Council meeting will be Thursday, December 15, 2011 at 4:00 p.m. in the same place.

The next PLWHA will be January 12, 2012. Meeting was adjourned at 1:14 p.m.