

# 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

June 23, 2011

4:00 p.m.

<b>Members Present:</b>	Antoinette Turner, Chair Frank Emanuel, Vice-Chair David Andress, Parliamentarian Heather Kilpatrick, Secretary Ken Fields, Treasurer Eric McBride Carolyn Patterson Errol Schell Velda Stokes Elaine Mathews Tara Wildes	Mark Cleveland Alfreda Telfair Kerry Dunlavey (via phone) Kimberly Geib Leon V. Green Jacquelyn Nash Patricia Sampson Ellen Schmitt Gloria Coon Melissa Scites Annie Youngblood
<b>Members Excused:</b>	Derya Williams	Paul Labonte
<b>Proxy Members Present:</b>	Nathaniel Hendley Marion Merritt	Sharon Hunter Justin Bell
<b>Proxy Members Absent:</b>	Linda R. Williams	
<b>Staff Present:</b>	Deidre Kelley Mary Martinez	Richard Dorman

- I. Meeting Called to Order ..... Antoinette Turner**  
The meeting was called to order at 4:00 p.m.
- 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**  
Following the roll call, a quorum was declared. Proxy member Justin Bell was called to the table.
- IV. Public Hearing..... Public**  
Chair Turner opened the public hearing. She invited speakers to come forward and let the Planning Council members know what services are important to them. Each person has 3 minutes to speak. All speakers are required to fill out a blue card and give it to the Planning Council Chair. The comments made today will be reviewed and addressed by the Planning Council at a later date. Chair Turner stated that she appreciated everyone for attending the public hearing and assured speakers that the Planning Council will do their best to properly address concerns expressed today.

*“Edward McDonald came forward. He stated that he is deeply concerned about lack of access to psychosocial services. He realizes that funding could be an issue and he feels that by not considering funding, a lot of people may miss an opportunity to address HIV holistically”.*

As there were no more public comments, the public hearing was closed.

- V. **Approval of April 28, 2011 Minutes..... Antoinette Turner**  
Chair Turner asked for a motion to approve the minutes as presented. A correction was made to indicate that Derya Williams was to be marked excused from the April meeting. There was a motion, it was seconded, and the minutes were approved.
- V. **Announcements/Comments ..... Council Members**  
Ellen Schmidt stated that a friend who lives in South Carolina is doing a project for the Minority AIDS Coalition. Her project involves interviewing people who are receiving help from ADAP or who are on the ADAP waiting list. If anyone is interested in assisting in the project, please contact Ellen at [eschmitt@bmcjax.com](mailto:eschmitt@bmcjax.com) and she will put you in touch with her friend. David Andress mentioned that Heather Vaughan and Dr. Max Wilson were going to be interviewed about National HIV Testing Day June 27<sup>th</sup> but unsure of the time that it will air. Leon Green spoke about a letter that he had sent to the Administrative Agency regarding Government in the Sunshine Law.
- VI. **Administrative Agency ..... Deidre Kelley**  
The retreat in May was quite enjoyable and hopefully at the next retreat everyone will be able to attend. Dee asked that the Council members give the Retreat Committee a hand and a special thanks to our Mistress of Ceremonies, Tara Wildes. There is still no word on funding for the remainder of the grant year. The Administrative Agency has conveyed concerns to HRSA but there is nothing they can do to speed up the process. At the latest, we have been told to expect funding by the first week in July. Also in July, we will be getting new phones with new numbers. As soon as the new phones have been installed, we will get the information to you. There will also be a message on our phones giving you the new number. As part of the new phone system, we have cancelled the 630-HOPE line. For the past few years, we received no calls and the current administration does not feel the phone line is justified.
- Next Monday is National HIV Testing Day and the Women, Adolescent and Children Committee is hosting an event at Gateway Shopping Center. Activities will be in the newly renovated area that houses the Elizabeth Means Health Services Center. Ryan White service providers will have tables with information. Lutheran Social Services and AHF Riverside Clinic are donating hot dogs and snacks. NFAN's John Essex will be grilling the hot dogs, and the River Region HIV testing van will be available to conduct HIV counseling and testing on site from 2:00 p.m. to 7:00 p.m. The Administrative Agency has received a request to have Pharmacy and Therapeutics Committee meetings conducted by phone, however, public meetings cannot be held through conference calling. Public meetings have to be publically noticed and members have to be physically present to vote. Notifications will be sent to the Committee members when the date is set for the meeting.
- After today's meeting there will be two more public hearings. The next hearing will be tomorrow at St. Luke's Church and the last will be at the PLWHA Committee meeting Thursday, July 14 at 12:00 noon.
- VII. **Committee Reports**
- Women, Adolescents, and Children Committee ..... Alfreda Telfair**  
The committee met on June 2<sup>nd</sup>. The committee discussed the possibility of conducting their meeting on a different day or different time as Co-Chair Errol Schell had difficulty attending the meetings on the pre-set date and time. The administrative agency will try to find another day of the month that would work best for everyone. Also, these meetings have been held on a quarterly basis but there is a need to revert back to its original monthly meetings in order to keep up with events committee members are doing.
- Nominating Committee ..... Eric McBride**  
The committee met on June 3<sup>rd</sup> to discuss filling Planning Council vacancies. The committee recommends ***Justin Bell to fill the vacancy in the category of non-aligned affected community.*** A motion was made to accept the recommendation, it was seconded, no discussion, call for question, and it was approved with no abstentions. Second action from the committee is that they are ***requesting written nominations for 2012 Planning Council officers. Nominations will be received until July 31, 2011 and can be turned in to Dee Kelley or Mary Martinez.***

**Executive Committee.....Frank Emanuel**

The committee met on June 7<sup>th</sup> and the report from the meeting is on page 12. The committee is requesting *approval of Velda Stokes as PLWHA Representative to serve the remainder of Eugene Williams's term*. A motion was made to accept the recommendation, it was seconded, no discussion, call for question, and it was approved. Next, *committee is requesting approval to ask Sonja Coles to make a 3 foot by 6 foot AIDS quilt panel for Eugene Williams and if anyone is interested in making donations that will go toward payment of the quilts*. A motion was made to approve the two quilts and it was seconded. There was a lengthy discussion, and it was approved. Heather Vaughan volunteered to pay for one quilt panel costing \$135. Finally, requesting *approval to add names of non PLWH Planning Council members to the Memorial Plaque, Elizabeth Means and Rev. Granville Reed*. There was a motion to accept this recommendation, it was seconded, call for question, no discussion, and it was approved.

**PLWH/A .....Velda Stokes**

The report is on page 19. The committee is recommending that a different Co-Chair be selected each month on a rotating basis to assist the Chair in conducting the meetings. From a list of eligible Planning Council members, Gloria Coon was chosen to assist for the month of July. There was no action required of the Planning Council at this time.

**Priority and Allocations .....Heather Kilpatrick**

The committee met on June 9<sup>th</sup>. The report from this meeting is on page 13. The committee is requesting *approval of the FY2012 Priority and Allocations Process Plan*. There was a motion, second, call for question, no discussion, and it was approved.

**VIII. Unfinished Business.....Members/Public**

There was none.

**IX. New Business .....Members/Public**

Discussion on the subject of "Parliamentarian" of the PLWH/A Committee was brought up. Mark Cleveland read his letter stating that he is "Parliamentarian" of the committee but has not been acknowledged. Also, a correction is required in the June PLWH/A meeting report to indicate "rotation of Co-Chairs on a monthly basis has been discussed and approved by the committee". Furthermore, he also stated that a violation of Government in the Sunshine has been committed. He requests that a 'written statement of violation' be placed in the member's file to indicate that he/she has been advised of this violation and this kind of action will be taken into consideration by the Nominating Committee when 'slate of officers' list is put together for voting. (Letter attached to June packet).

Heather Kilpatrick, Secretary, reminded everyone that there is a penalty involved in discussions of council matters without public notice. There is a fine as well as jail term for anyone caught and charged with misdemeanor act. Tara Wildes suggested that this matter be referred to the Executive Committee for proper handling. Frank Emanuel, Vice-Chair, recommended that Mark Cleveland's letter be deferred back to Executive Committee.

**X. Public Comments .....Public**

There was none.

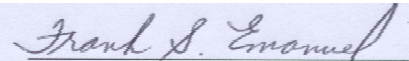
**XI. Adjournment.....Antoinette Turner**

The meeting was adjourned at 5:00 p.m.

Respectfully Submitted,



Antoinette Turner, Chair



Frank Emanuel, Vice-Chair

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

July 5, 2011 4:00 p.m.

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

**Moment of Silence:** Chair Antoinette Turner called the meeting to order at 4:07 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:**

**National HIV Testing Day** – Dee Kelley stated that the event sponsored by the Women, Adolescent, and Children Committee at Gateway Shopping Center was a major success. The Committee is planning to sponsor another event next year in the same location. Service providers who had tables were AHF Riverside Clinic, Lutheran Social Services, Northeast Florida AIDS Network, and Jacksonville Area Legal Aid. In all, 131 people attended the event and picked up service information. Forty-eight were counseled and tested for HIV.

**ADAP Update** – Dee stated that there are 3,562 PLWHA on the ADAP waiting list statewide. More than 300 PLWHA on the waiting list reside in the Jacksonville area. The State has taken no action on changes to Ryan White eligibility.

**New Business:**

**Co-Chair Appointment for PLWHA Committee** – Antoinette informed Committee members that as Chair of the Planning Council, she approved of the PLWHA Committee recommendation to rotate eligible candidates in the Co-Chair position to give members practice in running a meeting. Co-Chair Velda Stokes will choose a new rotating Co-Chair at each meeting. This practice will continue until time to recommend PLWHA Committee Co-Chairs for 2012.

**Co-Chair Appointment for Priority and Allocations Committee** – Dee informed members that Mark Cleveland and Melissa Scites had been recommended for appointment to Co-Chair the Priority and Allocations Committee with Heather Kilpatrick. As Antoinette and Frank are responsible for making the appointment and Frank was absent from the meeting, Antoinette requested that the Committee table the action until the August Executive Committee meeting. The Committee voted in favor of tabling the appointment until next month.

**Violations of Government in the Sunshine** – Dee stated that in light of recent actions by some Planning Council members that appeared to be violations of "Government in the Sunshine," the Planning Council needed to do something to 1) better inform members of the law and 2) to develop a procedure to remove members of the Planning Council who violated the law. Heather Kilpatrick stated that she had done some research and concluded that the Planning Council had nothing in writing to remove a member in violation of the law. There was discussion regarding events that had led up to bringing the matter to the Executive Committee. Ken Fields stated that he had missed the trainings that had been provided over the years and really didn't know that much about the law. Heather stated that she would be willing to develop a training module for review and approval by the Executive Committee in August. If approved, it would be presented at the August Planning Council meeting. The Committee decided to take no further action regarding the matter until after additional training.

**Announcements:** Dee informed members that Linda Williams had resigned from the proxy pool and Jonathan Brentwood had passed away.

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

**Action to be taken:** None.

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

***Women, Adolescent and Children Committee***

**July 7, 2011  
Summary of Meeting  
9:00 a.m.**

The following members and staff were present: Alfreda Telfair, Errol Schell, Audrey Green, Mark Cleveland, Sharon Hunter, Gloria Coon, John Essex, Heather Vaughan, Carolyn Patterson, Helen Mundy, Kimyata Whaley, Temeka Crumley, and Deidre Kelley. Co-Chair Errol Schell called the meeting to order at 9:05 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:**

- National HIV Testing Day, June 27, 2011. Co-Chair Alfreda Telfair stated that the event hosted by the Committee at Gateway Shopping Center was a great success. She said that next year's event would be bigger and better. One hundred thirty-one people participated in the health fair and 62 people were tested for HIV. There was discussion regarding a banner for future events held by WAC. It was decided that the Committee needed two banners: one banner would read "Metropolitan Jacksonville Area HIV Health Services Planning Council Women, Adolescents, and Children Committee, Community Outreach" and the second banner to read "HIV Testing." Dee said she would get started on getting the banners.
- Early Identification of Individuals with HIV/AIDS (EIIHA). Dee asked members of the Committee if they could meet during the week of July 18 to discuss the EIIHA plan. Everyone said that they could. Members are John Essex, Gloria Coon, Mark Cleveland, Audrey Green, and Sharon Hunter. Dee stated that she would let members and the Co-Chairs know the exact day and time to meet.

**New Business:** Alfreda asked members if they would like to host another event in the near future. The AIDS Walk and the annual HIV picnic are planned for October. After some discussion, it was decided that the Committee would like to participate in one of the events and conduct HIV testing. Sharon Hunter will bring additional information about the events to next month's meeting.

**Announcements:** Dee reminded members that the Planning Council will be holding one more public hearing on July 14 at 12:00 noon in the conference room at 1809 Art Museum Drive. She asked that everyone let their friends and clients know so that they can have their comments recorded.

**Meeting Adjourned:** As there was no further business to conduct, the meeting was adjourned at 9:30 a.m.

**ACTION REQUIRED:** None.

**PLWHA Meeting  
Behavioral and Human Services Division  
1809 Art Museum Drive  
Conference Room  
7/14/2011**



The following were present; Paul Labonte, Velda Stokes, Eric McBride, Gloria Coon, Sharon Hunter, Annie Youngblood, Zane Urbanski, Antoinette Turner, Mark Cleveland, Leon Green. Absent Justin Bell guest David Address, Todd Reese.

PLWHA called to order @ 12:25 pm  
Moment of Silence...Sharon Hunter  
Introduction of Members and guests  
Reading of PLWHA Statement of purpose ...Mark Cleveland

Public Meeting: 12:00 noon – 12:15 pm

**Old Business:**

1) Reading of June minutes:

Mark Cleveland Stated "The minutes were incorrect; he made a complaint about Paul Labonte the current secretary. He wants his statement put in the June minutes. Paul will contact Mary Martinez to obtain the proper tape to record Mark Cleveland's statement.

Minutes for the June meeting approved by voting members as stated. 8 yeas and 2 abstentions.

Mark Cleveland then made a motion to and called for a vote to remove Paul Labonte from office of Secretary.

Mark Cleveland is not a voting member of the PLWHA because of unexcused absences, he missed April and May meetings he did not call the secretary, nor have proper phone number on the June sign in sheet for contact. His motion was denied; no other voting member of the PLWHA committee would back up or carry his motion.

2) Mark Cleveland stated that he brought charges against Paul Labonte and nothing was done. He stated further, that Paul Labonte is not being held accountable. For what he considers a violation. Mark Cleveland asked who was running the PLWHA, he had filed a motion against Leon Green and states that the Executive Committee did nothing. He then restated his charges against Leon Green for filing a Grievance to Tallahassee. Mark Cleveland next stated "Leon Green has filed charges against Velda Stoke, Gloria Coon, Paul Labonte, Annie Youngblood, Eric McBride, he stated each member of the PLWHA committees name". He then stated to "Velda Stokes that Leon Green had made a complaint against her personally." Velda Stated that if complaints are made they will be heard and handled by the proper people, this had nothing to do with running the PLWHA and continuing its mission. Mark Cleveland then stated, "This PLWHA committee is creating nothing but chaos and discontent in the HIV community and it has never been this bad in 12 years. The acting Co Chair stated the only complaining and making statements is Mark Cleveland. Ignoring the Co-Chair statement Mark Cleveland ignoring the Co Chair then continued by asking Leon Green directly "did you file grievances against the Planning Council committee.

Leon Green Stated;

1) Paul Labonte and I have had differences we brought through proper channels and addressed.

2) He stated he has not made complaints against the PLWHA committee; he made a complaint against Mark Cleveland no one else.

Annie Youngblood asked for an expiation of the Sunshine Law, David Address explained the law.

The Chair of the Planning Council Antoinette Turner stated to Mark Cleveland this issue was before the Planning Council and was being investigated. This was done at the planning council in June, and asked Mark Cleveland why he was still disrupting meetings with these statements when he was present and heard all that transpired. This issue is being handled by the Executive Committee. Mark continued to state that the "PWHA made a law that they cannot make grievances". No member of the PLWHA backed up his statement. The discussion was tabled and put in its proper place, the Planning Council.

**New Business:**

Linda Williams has resigned as a member of the PLWHA.

Mark Cleveland then stated he was "Parliamentarian of the PLWHA this was his job to bring these matters up." Paul Labonte asked how a Parliamentarian who does not come to meetings, give the proper phone number to be reached and is not a voting member of the PLWHA be Parliamentarian.

Co- Chair Assistant

Velda thanked Gloria Coon for being July Co Chair

From a list of eligible Planning Council Members Annie Youngblood will assist Velda in the duties of Co-Chair for the month of August.

Proxy Pool Corner

No one had questions from the Planning Council meeting for June. Leon Green encouraged each member to be involved in the budget talks and entitlements. Along with knowing whom your state representative and congressional representative is.

Next month Agenda Request/suggestion

Meeting adjourned @ 1:00pm

Next meeting august 11 @12 noon

Paul Labonte 2011 Secretary

**PLWHA Purpose Statement**

People Living HIV/AIDS (PLWHA) Committee acts as a platform within the affected and infected community for the development of treatments and a cure, support of individuals to make informed choices about their HIV health, advocates for quality health care to respond to HIV and related conditions, and promotion of medical strategies that prevent new infections

**METROPOLITAN JACKSONVILLE AREA  
HIV HEALTH SERVICES PLANNING COUNCIL  
PRIORITY AND ALLOCATIONS COMMITTEE MEETING  
July 14, 2011  
Meeting Summary**

The following were present: Heather Kilpatrick, Frank Emanuel, Annie Youngblood, Antoinette Turner, Patricia Sampson, David Andress, Mark Cleveland, Gloria Coon, Sandra Ellis, Kendall Guthrie, Zane Urbanski, Melissa Scites, Kim Geib, Todd Reese, Heather Vaughan, and Deidre Kelley.

**Moment of Silence:** Co-Chair Heather Kilpatrick called the meeting to order 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 or comments.

**Review of Information:** Co-Chair Kilpatrick turned the meeting over to Dee Kelley who provided an overview of the HIV Epidemic, Co-Morbidities, Comprehensive Plan Goals and Objectives, Client Demographics FY 2010, Service Utilization and Unit Cost by Service Category FY 2010, Women, Infants, Children and Youth Expenditures for FY 2010, Unmet Need, Service Priorities and Funding Allocations FY 2011, and Summary of Other Funding Sources.

**Prioritize Services and Allocate Funding for FY 2012:** After a review of the FY 2011 Service Priorities and Allocations and a review of FY 2012 Allocation recommendations made by Dee Kelley, a motion was made to adopt the funding recommendations presented by Dee. She explained that the recommendations were based on actual expenditures in FY 2010 and direction from HRSA to transition from non medical case management to medical case management. Dee explained that for the past 2 ½ years the Administrative Agency had been working with area medical providers and non medical case management agencies to training case managers to be certified as medical case managers. As of July 1, all of our current case managers are trained and certified. The motion to accept the FY 2012 Priorities and Allocations as presented was approved unanimously.

**Adjournment:** **There being no further business to discuss, the meeting was adjourned at 2:30 p.m.**

Action to be taken: Approval of the FY 2012 Service Priorities and Funding Allocations as presented.



**METROPOLITAN JACKSONVILLE AREA  
HIV HEALTH SERVICES PLANNING COUNCIL  
CARE COORDINATION COMMITTEE  
COMPREHENSIVE PLAN SUBCOMMITTEE  
July 14, 2011**

**Members and staff in attendance:** Heather Kilpatrick, Antoinette Turner, Patricia Sampson, Todd Reese, Kim Geib, Sandra Ellis, Zane Urbanski, Dee Kelley, and Graham Watts.

**Call Meeting to Order:** Co-chair Heather Kilpatrick called the meeting to order 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:** There were no comments from the public.

**Process Plan and Review of 2012-2015 Comprehensive Plan Guidance:** Co-chair Kilpatrick turned the meeting over to Graham Watts to review the materials in the packet. Graham presented an overview of the comprehensive planning process and then reviewed the Comprehensive Plan Guidance. Graham's process and guidance review required members to volunteer to research and write specific sections of the guidance and to set the meeting dates for completion of the plan. Specifically, committee members agreed to the following:

<b>Plan of Action</b>			
<b>Objective</b>	By May 21, 2012 the Jacksonville TGA has an updated Comprehensive Plan that satisfies all the requirements of the plan's instructions as certified by two independent reviewers.		
<b>Action Items</b>		<b>Action Owner</b>	<b>Due Date</b>
<b>I. Where are we now?</b>	A – H	Dee Kelley	October 13, 2011
<b>II. Where do we need to go?</b>	A – E	Todd Reese, Graham Watts, Dee Kelley	November 10, 2011
	F	Todd Reese, Sandra Ellis, Graham Watts	
	G	Sandra Ellis, Kendall Guthrie, Kim Geib, Max Wilson	
<b>III. How will we get there?</b>	A – E	Todd Reese, Sandra Ellis, Graham Watts	January 12, 2012
	F	Graham Watts	
	G	Sandra Ellis	
	H	Heather Kilpatrick, Kim Geib	
	I	Zane Urbanski	
	J	Pat Sampson, Antoinette Turner	
<b>IV. How will we monitor progress?</b>	A	Committee	February 9, 2012
<b>Review of completed document</b>		Committee	March 8, 2012

The final Comprehensive Plan 2012-2015 will be presented for review and approval at the Planning Council meeting April 26, 2012. The completed Comprehensive Plan is due May 21, 2012.

**Adjournment:** There being no further business to discuss, the meeting was adjourned at 4:00 p.m.

**Action to be taken:** None.

**Metropolitan Jacksonville Area HIV Health Services Planning Council**  
**Care Coordination Committee**  
**Pharmacy and Therapeutics Subcommittee Meeting**  
July 21, 2011

The following were present: Co-Chair David Andress, Co-Chair Mark Cleveland, Dr. Levonne Mitchell-Samon, Dr. Keecia King, Dr. Bob Catalla, Dr. Rodomir Desir, Dr. Ayesha Mirza, Dr. Frank Emanuel, Melissa Scites, Saniyyah Mahmoudi, and Deidre Kelley.

**Moment of Silence:** Co-Chair David Andress called the meeting to order at 2:02 p.m. and asked members to observe a moment of silence for those persons infected and affected by HIV/AIDS.

**Announcements:** There were no announcements.

**Old Business:**

**Update on ADAP Waiting List:** David stated that there were approximately 3,600 PLWHA on the ADAP waiting list statewide and 197 on the waiting list in Duval County. The state has applied for additional funding but there is no guarantee about how much money will be received.

**New Business:**

**Review Current Formulary.** David asked everyone to review the current formulary and the list of drugs to be added and removed. Dr. Desir stated that he and Dr. Catalla had performed a utilization review and were recommending that medications not frequently dispensed be removed from the formulary to make room for new medications to be added. After some discussion, the Committee voted to remove **Twinrix**, a Hepatitis A/B Vaccine. As for the other medications on the list to be removed, the Committee voted to ask AHF and DCHD Pharmacies to provide a utilization summary for the October meeting of the Committee. David stated that he would have Sandra Ellis contact other pharmacies (Panama and Owens) we do business with to collect their utilization information.

**Consider Addition of Medications to Ryan White Formulary.** David asked Committee members to review and comment on the medications listed to be added. There was discussion regarding vaccines. The Committee voted unanimously to add **Influenza Vaccine**, **Tdap**, and **Td** to the formulary. The Vaccine **Gardasil** was not added as there is another funding source for persons 18 years and younger. Committee members commented that they did not know enough about HPV in adults to make a recommendation to add the vaccine to the formulary. Saniyyah from UF CARES said that she would do some investigating. Other medications voted to be added were **Cholecalciferol (Vitamin D3)**, **Minocycline**, and **Nasonex** nasal spray. The request to add **Zemplar** was rejected because it was not a medication frequently prescribed. Members were reminded that any medication not on the formulary could be prescribed and paid for by Ryan White when a medication override is provided by the Medical Director at AHF, BCCC, or UF CARES Rainbow Center.

Committee members agreed to meet again in October to review medication usage at Riverside Clinic Pharmacy as well as Duval County Health Department Pharmacy, and other local pharmacies utilizing Ryan White.

**Adjournment:** There being no additional business, the meeting was adjourned at 3:10 p.m.

**Action Required:**

1. Approval to add Influenza vaccine (current formulation), Tdap, Td, Cholecalciferol (Vitamin D3), Minocycline, and Nasonex to the Ryan White formulary effective August 1, 2011.
2. Approval to remove Twinrix from the formulary.

*August 2011*

*Metropolitan Jacksonville Area*

*HIV Health Services Planning Council*

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 4 pm Executive Cmte	2	3	4 9 am WAC Cmte	5 10 am Nominating Cmte	6
7	8	9	10	11 1:30 pm Priority & Alloc.	12	13
14	15	16	17	18	19	20
21	22	23	24	25 4 pm Planning Council	26	27
28	29	30	31	All Planning Council and other Committee meetings will be held at: 1809 Art Museum Drive, Suite 100 Suite 100, Large Conference Room unless otherwise specified. For inquiries, please contact Mary Martinez at 630-4661		

June 23, 2011

Planning Council Meeting