



Metropolitan Jacksonville Area HIV Health Services

PLANNING COUNCIL

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

A G E N D A

Please check your cell phone to
verify it is in silent mode.

Meeting Date: **4:00 PM - Thursday, June 25, 2015**

Call to Order Kim Geib

Moment of Silence

Mission Statement Member

Roll Call Heather Vaughan

Approval of February 26, 2015 Minutes
and April 22, 2015 Minutes Kim Geib

Administrative Agency – Part 'A' Report Deidre Kelley

Public Hearing General Public
Blue Cards must be turned in to the Parliamentarian **prior to** speaking.

Committee Reports

- Executive Page 9 Antoinette Turner
 - Report on the Planning Council Retreat held April 22
 - Executive Committee has approved the Priority & Allocations Process Plan for 2016. The Planning Council is being asked to endorse the Plan.
- Membership Page 21 Nathaniel Hendley
 - Committee is recommending Annie Youngblood for the Proxy Pool
 - Committee is recommending Vernard Clinkscales for the Proxy Pool
 - Committee is recommending that Janice Murphy be moved from the Planning Council to the Proxy Pool
- Women, Adolescents, & Children Page 25 Gloria Coon
 - Report on National HIV Testing Day Event being held tomorrow

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.

- PLWHAA Page 33 Torrenia Shiloh
- EIIHA Page 43 Heather Vaughan
- Priority & Allocations Page 47 Kendall Guthrie
(Members of the public will be given an opportunity to speak regarding the list of priorities before the Council votes.)
 - Committee is recommending the Planning Council approve their list of priorities for 2016

Mentor Program Nathaniel Hendley

Community/Training Events Planning Council Members

- For events **prior to** June 25. Members can share with the Planning Council any HIV community event or training the member recently participated in, such as Condom Blasts, NHTD, health fairs, etc. Comments are limited to three minutes.

Lead Agency – Part 'B' Report Max Wilson

Unfinished Business Kim Geib

New Business Kim Geib
(Members of the public will be given an opportunity to speak to this issue prior to any Council action.)

- Discuss changing the start time of the Planning Council meetings to 3:00 p.m.

Public Comments General Public

Announcements Members

Adjournment Kim Geib



Metropolitan Jacksonville Area HIV Health Services

PLANNING COUNCIL

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

MINUTES

Meeting Date: Thursday, February 26, 2015

Council Members Present: Kim Geib (*Chair*), Antoinette Turner (*Vice Chair*), Heather Kilpatrick (*Secretary*), Heather Vaughan (*Treasurer*), Gloria Coon (*PLWHA Rep*), Ellen Schmitt (*Parliamentarian*), Dana Barnes, Justin Bell, Verlon Blair, Kendall Guthrie, Nathaniel Hendley, Sharon Hunter, Gregory O'Gwinn, Roberto Polanco, Patricia Sampson, Errol Schell, Torrencia Shiloh, Velda Stokes, Max Wilson, and Annie Youngblood

Council Members Absent: Frank Emanuel, Janice Murphy, Sharon Peterson, Alfreda Telfair

Proxy Members Present: Denice Grace and Terri Mims **Proxy Members Absent:** Jim Bernert

Support Staff Present: Deidre Kelley, Sue Andrews, Lourdes Diaz, Mary Martinez, and Sandy Sikes

Guests: Mike Bennett, Sheila Broderick, Mark Cleveland, Vernard Clinkscales, and Michael Kyger

Call to Order

The meeting was called to order at 4:03 p.m. by Vice Chair Antoinette Turner.

Moment of Silence

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

Mission Statement

Verlon Blair read the Planning Council's Mission Statement.

Roll Call

Secretary Heather Kilpatrick took the roll. Proxy Pool members Denice Grace and Terri Mims were called to the table and a quorum was declared.

Approval of Minutes

A motion was made and seconded to accept the January 22, 2015 Minutes as presented. The motion was carried.

Administrative Agency Report

Part A Program Manager Deidre Kelley reported that we received our partial Notice of Award February 16, in the amount of \$4,754,371. This amount represents 80% of the funding we received in 2014 and is not a reflection of how well we scored on the grant application. Hopefully, we will know by June what the remaining award amount will be.

Proposals submitted in response to the Request for Proposals were scored and all but one agency submitting a proposal will be funded. The proposal submitted by Quality Specialty Pharmacy is not being recommended for funding because they are a for-profit pharmacy. Federal regulations state that a for-profit agency is eligible to be a service provider only if they are the only available provider of that service, which was not the case here. The amount of funding being awarded is based on a formula that includes how well an agency scored and the number of clients they anticipate serving in 2015. Notices of funding awards were mailed to successful bidders February 17.

To date, our project nick-named 'The 661 Project' created to locate Ryan White clients who have not seen a doctor in the past 18 months has been very successful. When the remainder of the funding comes in, the Administrative Agency may be making a recommendation to the Planning Council to allocate funds for a Retention-in-Care Coordination Program with two part-time peer navigators to continue locating clients lost to care.

The TGA's Health Insurance Premium Assistance Program has been a major success. When open enrollment began in November 2014, this program had 34 clients enrolled in a health plan. By the end of the enrollment period there were 88 clients enrolled. Northeast Florida AIDS Network (NFAN), our health insurance service provider, is working with a graduate student at Jacksonville University who is compiling demographic data and claims information to conduct a cost benefits analysis. HRSA requires that the cost of health insurance be less than the cost of providing outpatient medical care and other services. When the analysis is complete, Dee will share with the Planning Council.

Our quality management coordinator, Graham Watts, has a new website: <http://www.qualityinservice.com>. The website is more user-friendly than before and there's information for providers regarding monitoring visits, and information for everyone regarding outreach, EIIHA, women's health, the HIV Care Continuum, and so forth.

Dee expressed her personal thanks to everyone on the WAC Committee who stepped up to the plate and worked at one of the Mayor's Community Empowerment events. This initiative was recently announced by Mayor Brown and WAC members joined the Social Services employees as they participated recently at Washington Heights Apartments. Next month the event will take place at Cleveland Arms Apartments.

Lead Agency Report

Max Wilson gave the Lead Agency Report. He stated that the APO is participating in the evaluation of the 2012-2015 Statewide Coordinated Statement of Need and Comprehensive Plan to determine activities relevant to the integrated plan, pending guidance from HRSA.

The Patient Care Planning Group, or PCPG, is planning their next meeting, which is tentatively set for May 12, 13, and 14. Proposed plan is to have this meeting overlap with Prevention.

Guidance for nPEP and PrEP has been released, and Max is checking to see if there is interest in forming a small combined Prevention and Patient Care work group in cooperation with FCCAPP. Please contact Max if you would like more information.

The ADAP-to-Marketplace transition deadline was extended, and the final report is expected sometime in March.

Committee Reports

Executive

Kim Geib

The One-A-Week Campaign continues and staff gave an update on the applications received and where they are in the process. Committees are starting a mentoring program to welcome guests and answer questions from prospective members. The overall mentoring program falls under Gloria Coon as PLWHA Representative.

The Executive Committee agreed that a Planning Council or Proxy Pool member will be shown as 'Present' on the attendance tracking tool, if they were absent due solely to not being picked up by the taxi service. The member will be shown as absent on the committee or Council minutes, but the absence will not be held against them.

The Executive Committee also discussed how absences are recorded when a member misses a committee meeting while working on a special project in the HIV field, such as health fairs and HIV education classes. The member would be marked absent, but there could be something noted in the minutes as to why the member was out. There are still a couple of questions lingering on this subject, and Chair Geib offered to meet with individuals after the Planning Council to further discuss this topic.

Chair Geib stated that members have been complaining of poor service from Checker Cab, and the situation seems to be getting worse. Checker is currently merging with Gator Taxi and hopes to have these dispatch problems resolved after the merge. In the meantime, the Chair has written a letter on behalf of the Planning Council to give to Division Chief Johnnetta Moore, asking Chief Moore to relay the Council's concerns to Checker.

The Committee met February 5 and decided on the meeting location for the new support group. The location will be CRC on Beechwood Street. The initial meeting is set for Wednesday, March 11, at 6:00 p.m. This is a support group for the affected community, including teens, family members, and partners of those living with HIV.

Several W.A.C. committee members joined in the Mayor's Community Empowerment event at Washington Heights Apartments on February 21. W.A.C. will also be participating at the March 7 event at Cleveland Arms.

Committee is participating in an event for National Women & Girls HIV/AIDS Awareness Day, to be held Saturday, March 14 at Brentwood Lakes Apartments.

Gregory O'Gwinn was elected committee co-chair for 2015.

❖ *Member V. Blair left Planning Council meeting.*

PLWHAA

Torrencia Shiloh

The committee met February 12, and discussed the formation of the Advocacy Council. Five members volunteered for this Council: Gloria Coon, Mark Cleveland, Terri Mims, Denice Grace, and Veronica Hicks. They will meet in March to develop the process of how the Advocacy Council will operate.

Donna Sabatino of Janssen Therapeutics gave a presentation entitled 'Positive Perspectives'.

PLWHAA has selected a couple of members to serve as a welcoming committee to assist guest and prospective members, giving them information about the PLWHAA and any other committee a guest might be interested in.

Membership

Nathaniel Hendley

Most of the business conducted at the February meeting had to do with final review and recommendation of seven Council members who are seeking reappointment. Committee was informed that the appointments for Mark Cleveland and Sheila Broderick have not been finalized by the Mayor's Office. Rep. Jones is requesting to meet individually with new appointees to all the boards and commissions, and a meeting has not yet been scheduled between her and Sheila and Mark.

Nathaniel gave final comments on the reappointment and voting process. Written ballots will show the mandated category of each member, what their combined attendance was, and

whether the committee is recommending that person for reappointment. Council members were advised that they do not have to follow the recommendations of the committee, but everyone must cast a vote on each of the seven candidates. At that point, staff distributed the ballots, and then collected and counted them.

❖ *Member G. O'Gwinn left Planning Council meeting.*

Unfinished Business

- There was no unfinished business.

New Business

- Justin Bell reported that the Northeast Florida AIDS Memorial Quilt Chapter had several quilts on display recently at the Villages. South Georgia Pride has also asked for several quilts to display during the National Week of Prayer for the Healing of AIDS. Although Jacksonville is the hometown of the Memorial Quilt Chapter, most of these requests come from other areas.
- Torrencia Shiloh reported on a recent 3-day Condom Blast on the Northside. There were 103 people tested.

2014 Recognition

Chair Geib presented Ellen Schmitt with a plaque commemorating her year as Planning Council Chair. Ellen was also presented with her award for 100% attendance at Planning Council meetings in 2014, and acknowledgement of Ellen tying for 1st place for combined attendance last year.

Public Comments and Announcements

- Denice Grace: Women on a Mission (WOAM) will be doing a program on HIV education at Andrew Jackson High School on March 12.
- WOAM was also recognized for assisting the APO by working at various health fairs.
- Torrencia Shiloh announced that APO is partnering with CRC in hosting a National Women & Girls HIV/AIDS Awareness Day event at Brentwood Lakes Apartments on March 14. She also announced the Northeast Florida Women's Awareness Conference is scheduled for Saturday, June 26. This year's theme will be "It's A Family Affair."
- Congratulations to Frank Emanuel for receiving the Mayor's Trailblazer Award, which is being presented this evening at City Hall.

- The Chair announced the voting results, and the following members will be recommended to the Mayor for reappointment:

Verlon Blair
Kim Geib
Kendall Guthrie
Gregory O'Gwinn

Patricia Sampson
Ellen Schmitt
Annie Youngblood

Adjournment

The meeting was adjourned at 5:05 p.m. by Chair Kim Geib.



Kim Geib, Chair



Heather Kilpatrick, Secretary

KG/HK:ss



PLANNING COUNCIL RETREAT

Ryan White Part A and Part B Programs
Cuba Hunter Community Center
3620 Bedford Road • Jacksonville, FL 32207

MINUTES

Meeting Date: Wednesday, April 22, 2015

Planning Council and Proxy Pool Members Present:

Dana Barnes, Justin Bell, Jim Bernert, Verlon Blair, Mark Cleveland, Gloria Coon, Frank Emanuel, Kim Geib, Denice Grace, Nathaniel Hendley, Sharon Hunter, Heather Kilpatrick, Terri Mims, Gregory O'Gwinn, Roberto Polanco, Errol Schell, Ellen Schmitt, Torrencia Shiloh, Velda Stokes, Alfreda Telfair, Antoinette Turner, Heather Vaughan, and Annie Youngblood

Council Members Absent: Sheila Broderick, Kendall Guthrie, Janice Murphy, Pat Sampson, and Max Wilson

Committee Members Present: Michael Bennett, Michael Kyger, and Jerry Murray

Support Staff Present: Sue Andrews, Lourdes Diaz, Brian Hopkins, Denise Jackson (Part B), Deidre Kelley, Mary Martinez, Johnnetta Moore, Sandy Sikes, and Graham Watts

Speakers and Guests: Aja Arrindell, Jason Clark, Treva Davis, James Perrigan, and Cherry Shaw

Planning Council Chair Kim Geib opened the Retreat at 8:40 a.m. Vice Chair Antoinette Turner handled the registration desk and Secretary Heather Kilpatrick served as greeter. After opening remarks, Aja Arrindell of the Florida Department of Health's local AIDS Program Office was introduced. Aja discussed the latest Surveillance Report for Area 4, and answered several questions from the audience.

Cherry Shaw from the Office of General Counsel, City of Jacksonville, was the next speaker. Her presentation was on Sunshine Law and Public Records, and she also spoke briefly about Ethics Training.

Following a morning break, the group enjoyed a competitive game of HIV Jeopardy, led by Torrencia Shiloh and Kim Geib.

Budget Review and Categorical Funding was a participation activity where attendees were each given 40 pennies to 'spend' in the Core and Service categories they wanted. After the funds were tallied, the group was shown how they spent their money, and the floor was open for discussion on the various categories and past funding.

There was a lunch break from 12:15 to 1:00 p.m.; lunch was provided by Taste Buds Express.

Jason Clark of Lutheran Social Services provided a tour of the Northeast Florida World AIDS Day website. This website is updated and maintained by several W.A.D. members on their own time, and they have done an outstanding job in including many other resources in this area. A link to the Jacksonville Planning Council and a copy of our membership application is also included here. <http://neflworldaidsday.org/> .

Kim Geib and Heather Vaughan spoke about Priority and Allocations setting and how reallocation works throughout the year. This led into discussion about unmet needs in the area. During this Retreat, it appears that Planning Council members are very interested in looking more closely at mental health and substance abuse funding. Justin Bell announced that the Coordination Committee will hold a Mental Health Forum later on in the year. Heather reminded everyone that the Priority and Allocations Committee begins meeting next month and everyone is invited to attend.

Kim gave closing remarks and distributed certificates to those Planning Council and Proxy Pool members in attendance. All were asked to complete the evaluation and survey that had been distributed earlier.

The Retreat ended at 2:30 p.m.



Kim Geib, Chair



Heather Kilpatrick, Secretary

KG/HK:ss



Metropolitan Jacksonville Area HIV Health Services

PLANNING COUNCIL

Ryan White Part A and Part B Programs
Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

MINUTES

Meeting Date: Thursday, June 25, 2015

Council Members Present: Dana Barnes, Justin Bell, Verlon Blair, Mark Cleveland, Gloria Coon, Frank Emanuel, Kim Geib, Kendall Guthrie, Nathaniel Hendley, Sharon Hunter, Heather Kilpatrick, Janice Murphy, Gregory O'Gwinn, Patricia Sampson, Ellen Schmitt, Torrencia Shiloh, Velda Stokes, Antoinette Turner, Heather Vaughan, and Max Wilson

Proxy Members Present: Jim Bernert, Denice Grace and Terri Mims

Support Staff Present: Deidre Kelley, Sue Andrews, Lourdes Diaz, Mary Martinez, and Sandy Sikes

Guests: Mike Bennett, Vernard Clinkscales, Michael Handy, Michelle Handy, Michael Kyger, Adam Lynn, Rachelle Lyons, Jerry Murray, Wade Price, Harvey Wirth, and Jeffery Woods

Call to Order

The meeting was called to order at 4:00 p.m. by Council Chair Kim Geib, and roll call was taken. The meeting site was without electrical power so unfinished business, new business, agency and committee reports will be deferred until the July 23, 2015 Planning Council meeting.

The Chair opened the floor for announcements.

- Torrencia: NEFWAC Conference this Saturday at West Union Missionary Baptist Church from 9:00 to 2:30.
- Justin: Get Inspired 6K (GI6K) Saturday morning at Hemming Park.
- Gregory: Stonewall in the Park Sunday at Hemming Park 1:00 to 10:00 p.m.
- Ellen: Coming Out Monologues at WJCT
- Heather: Area agencies have a lot of events going on Friday for National HIV Testing Day

The Chair opened the floor for anyone who wanted to address the Council for the Public Hearing. Several people had attended this meeting especially for the Public Hearing, but stated they were interested in hearing from others, and did not have any specific item they wanted to address. The Public Hearing was then closed. The next Hearing will be July 23.

Following a motion, the meeting was adjourned at 4:10 p.m.

Kim Geib, Chair



EXECUTIVE COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Tuesday, March 3, 2015 – 3:00 p.m.

Committee Members Present: Kim Geib (Chair), Antoinette Turner (Vice-Chair), Heather Kilpatrick (Secretary), Heather Vaughan (Treasurer), Gloria Coon (PLWHA Rep), Dana Barnes (Pharmacy & Therapeutics), Justin Bell (Coordination Chair), and Kendall Guthrie (Priority & Allocations Chair)

Support Staff Present: Sandra Sikes

Guests: Karim Walker

Call to Order

The meeting was called to order at 3:00 p.m. by Chair Kim Geib.

Moment of Silence Observed

Staff Report/Training

Robert's Rules: Members watched a short video about Robert's Rules as it applies to committee recommendations. No seconds from the floor are needed, and the reporting committee chair can make the motion from the podium on behalf of his/her committee.

Job Duties of Officers: Since most are already aware of the job duties for the Chair and Vice Chair, the majority of this time was spent reviewing Treasurer, PLWHA Rep and Secretary's jobs.

Calendars: Reviewed the March and April calendars.

Committee Chair Reports

W.A.C.: Gloria reported that W.A.C. met on February 5, and are sponsoring a support group geared to the affected, rather than the infected, community. Their start-up meeting is March 11 at CRC. The committee is scheduled to work on several health fairs and events in the next couple of months. Kim asked Gloria to please notify Sandy about the dates, so she can let the rest of the Planning Council know via the email blasts. Gloria also announced that Gregory O'Gwinn was selected committee co-chair.

EIIHA: Heather Vaughan stated that their next meeting will be later in the month. Currently EIIHA is meeting every other month, but this could change to monthly soon.

Priority & Allocations: Kendall relayed that P&A will begin meeting in May for FY2016. He will have a report at the June Executive Committee meeting.

Coordination: Justin stated that there are no scheduled meetings at the moment, but are anticipating at least one later this year. The committee will also be planning a Dental Forum sometime this year, as well.

Pharmacy & Therapeutics: Dana reported that there has not been a P&T meeting since 2013, so at least one meeting will be called this year to look at the Formulary. She has been advised that there are one or two new prescriptions that the Program Manager has been approving as an exception, and P&T will look at adding that drug to the list. Kim suggested that Torrenca be asked to poll the PLWHA's during their committee meeting and find out if any are having problems filling prescriptions or with insurance issues. Kim will take the lead and contact Torrenca for Dana.

Unfinished Business

One-A-Week Campaign: Staff gave an update on applications received so far. One applicant has attended the required meetings and just needs to go through a short Pre-Orientation before he can be interviewed with the Membership Committee. There are two other applicants who are in the early stages of the application process.

New Business

Attendance During Meetings: Kim raised a concern about members who leave the Planning Council meetings early, often times before new and unfinished business is conducted. Committee members discussed this and felt that in many cases it is because of family commitments, such as picking up children from daycare. Possible solution would be to move the meeting up from 4:00 to 3:00 p.m. **Executive Committee agreed to place this on the June Planning Council agenda under new business, and the full Planning Council can discuss and vote on the time change.**

Retreat: Kim noted that it was time for the Planning Council to conduct another Retreat, and that Wednesday, April 22 is available, should the Executive Committee want to have the Retreat at the Cuba Hunter Community Center again. Kim distributed a summary of ideas for the program and the committee selected several from that list. A **motion** made by Justin Bell, seconded by Antoinette Turner, **to hold the 2015 Planning Council Retreat on Wednesday, April 22, at the Cuba Hunter Community Center.** There was no further discussion; a vote was taken and the motion passed.

Public Comments

There were no public comments.

Announcements

- FCCAPP meeting Tuesday, April 7 at 2:00 p.m.
- Executive Committee Tuesday, April 7 at 3:30 p.m.
- Planning Council Retreat Wednesday, April 22 from 8:30 a.m. to 3:00 p.m.

Adjournment

The meeting was adjourned at approximately 4:50 p.m.

ACTION REQUIRED BY PLANNING COUNCIL: Discuss moving up the time of the Planning Council meetings from 4:00 to 3:00 p.m.



EXECUTIVE COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Tuesday, April 7, 2015 – 3:30 p.m.

Committee Members Present: Kim Geib (Chair), Antoinette Turner (Vice-Chair), Heather Kilpatrick (Secretary), Gloria Coon (PLWHA Rep), Dana Barnes (Pharmacy & Therapeutics), Justin Bell (Coordination Chair), and Kendall Guthrie (Priority & Allocations Chair)

Support Staff Present: Sandra Sikes

Call to Order

The meeting was called to order at 3:31 p.m. by Chair Kim Geib.

Moment of Silence Observed

Staff Report

Calendar: Sandy discussed meetings coming up in April and May.

Changing Mandated Category: Question was posed to the Executive Committee to get their feelings on whether a Planning Council member who is currently in the unaligned consumer category would be moved to the aligned consumer category or to the Proxy Pool if they get a job with a RW agency? Differing viewpoints were brought up:

Remain on the Council – move to Aligned consumer

- Consumers should be allowed to move from unaligned to aligned without being penalized. The Planning Council approved the individual, and it is the Council's responsibility to maintain the unaligned ratio so that the individual is not penalized.
- The Jacksonville Planning Council has spent a great deal of effort in locating and encouraging unaligned consumers to join. Once on board, the member should not be told to '*go away*' just because they found a job.
- If Planning Council members can be removed simply because of their employment status, then down the road, what's to prevent Planning Council members from being removed because of personality issues, or not supporting a particular idea, or any other reason that the majority of members could come up with?

Return Member to Proxy Pool

- The Planning Council member was brought in under the mandated category of Consumer, and specifically under its sub-set, Unaligned Consumer. If the member is no longer an Unaligned Consumer, then they should come off the Council and reapply for the Aligned Consumer, or any other mandated category they would fit, or apply for the Proxy Pool.
- The newly aligned consumer could easily be moved to the Proxy Pool and be placed in 'priority setting', where they would be the first person moved up when the Council's unaligned ratio can support it.
- The Planning Council's requirement to maintain the unaligned ratio has to supersede the individual's personal desire to stay on the Council.

It was brought up that a number of Planning Council PLWHA's are enrolled in a peer navigator training class, and will probably be recruited by our Ryan White agencies once this class is finished; therefore, our unaligned numbers could decrease further. Staff was asked to contact the HRSA Project Officer to see if exceptions could be made for PLWHA's who only work part-time.

Low Attendance: Staff brought up a proposal for Bylaws to look at, the next time they meet. The proposal states that should a member miss three Planning Council meetings during a 12-month period, that they would receive a letter from the Membership Committee advising that upon the next missed meeting in a 12-month period (their 4th missed meeting), that they would lose voting privileges until they attend two consecutive Council meetings. A **motion** was made by Justin Bell, seconded by Antoinette Turner, **to ask the Bylaws Committee to look at the proposal submitted by staff.** Motion was approved.

Unfinished Business

One-A-Week Campaign: Staff gave a final update on applications received. One applicant will be interviewed in early May; a second applicant might also be interviewed, if that person attends the PLWHAA meeting later this week. A third applicant is still in the process of attending the required meetings. The campaign's goal of getting three applications in and going through the process was met; the One-A-Week Campaign ended March 31.

New Business

There was no new business.

Planning Council Retreat

Date: Wednesday, April 22, 2015

Time: 8:30 a.m. to 3:00 p.m.

Location: Cuba Hunter Community Center, 3620 Bedford Road

A draft of the agenda was distributed. We need to verify that the location has Internet access and also bring speakers so that everyone can hear. One of the agenda items is to determine the unmet needs; perhaps we can do our own survey and brain storm what the local needs are. Gloria Coon will be asked to share about the Advocacy Council.

Public Comments

There were no public comments.

Announcements

- Congratulations to Justin Bell who was awarded the *Humanitarian Award* by the Jacksonville LGBT Community
- Dana Barnes has checked the Ryan White formulary and all ARV's are included.

Adjournment

The meeting was adjourned at approximately 5:05 p.m.

ACTION REQUIRED BY PLANNING COUNCIL: None

ACTION REFERRED TO BYLAWS COMMITTEE: Request Bylaws Committee to look at the proposal submitted by staff regarding members who miss four Planning Council meetings in a 12-month period.



EXECUTIVE COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

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Summary of Meeting

Meeting Date: Tuesday, May 5, 2015 – 3:30 p.m.

Committee Members Present: Kim Geib (*Chair*), Antoinette Turner (*Vice-Chair*), Heather Vaughan (*Treasurer*), Gloria Coon (*PLWHA Rep*), Ellen Schmitt (*Parliamentarian*) Dana Barnes (*Pharmacy & Therapeutics*), Justin Bell (*Coordination*), and Nathaniel Hendley (*Membership*)

Absent: Heather Kilpatrick, Torrencia Shiloh (Absent-in-Service: Englewood H.S. Teen Clinic), and Kendall Guthrie (Absent-in-Service: attending the SPNS Grantee Meeting in Washington)

Support Staff Present: Sandra Sikes

CALL TO ORDER

The meeting was called to order at 3:34 p.m. by Chair Kim Geib.

MOMENT OF SILENCE OBSERVED

COUNCIL RETREAT

Committee reviewed the Minutes, survey, and P&A exercise results from the Planning Council's Retreat held April 22.

COMMITTEE CHAIRS' REPORTS

PLWHAA: Torrencia submitted a written report. PLWHAA held a Condom Blast on April 30 and three other members participated: Sharon Hunter, Verlon Blair, and Jerry Murray. This Condom Blast was initiated from the EIIHA committee, and over 2,000 condoms were distributed.

W.A.C.: The committee met April 2; the support group met on March 11 and had approximately 15 in attendance. Janet Kitchens sent Gloria 20 tee shirts that she can use as give-a-ways for people coming to Helping Hands support group. Julie Cromer from AHF will also be donating give-a-ways. An event was held for National Women & Girls HIV Awareness Day and it was well attended.

EIIHA: Their next meeting will be Friday, May 15.

Membership: Met May 1; Nathaniel discussed the unaligned ratio and showed the Executive Committee how our unaligned ratio looks, and gave examples of how it might look in the coming months if unaligned consumers continue to transition off the Planning Council and are not replaced. Nathaniel summed it up by saying that the other committees can be doing wonderful things, but if you don't replace members, then all this is going to come to a grinding halt.

Membership will be recommending Vernard Clinkscales and Annie Youngblood to the Proxy Pool. Membership will also recommend that Janice Murphy be moved from the Planning Council to the Proxy Pool.

Executive Committee offered to draft a letter to the Ryan White agencies requesting them to refer two PLWHA applicants to the Planning Council each year. This letter would ask for a reply from the agencies, stating what their recruitment plan is for their PLWHA clients. Nathaniel said this should be a part of the QI monitoring that Ryan White Part A does; staff was asked to see if this can be included in the monitoring that begins next week.

Initiatives to be undertaken by Executive and/or Membership Committees:

- Create a map showing where the local Ryan White agencies are located. Map would show agency name, street address, phone number, and brief description of services.
- During Planning Council meetings, recognize members who have completed their first year on the Council.
- More discussion on the roles and the 'how-to' for Mentors.
- Ask the Administrative Agency to include in their QI monitoring, an opportunity for each agency to state what their recruitment plan is for referring PLWHA clients to the Planning Council or its committees.

Priority & Allocation: Committee will meet Thursday, May 14 at 1:45 p.m.

Coordination: No meeting yet this year, but the committee is looking to hold a Mental Health forum sometime during the week of June 15-19. It's possible the Mental Health forum might be combined with a Dental forum.

Pharmacy & Therapeutics: Our formulary was last revised in 2013, but so far there have not been any complaints or requests to add or drop any medications. The committee does want to meet sometime this year and review the formulary. Dana stated that there are only four members on the committee, and she's going to make an announcement at the next Council meeting to see if any PLWHA's have been prescribed medications that aren't covered. She'll also ask members and guests to get the word out to other pharmacists in the area who might want to join this committee.

Executive Committee will draft a letter to local pharmacies receiving Ryan White funding, telling them about the Pharmacy and Therapeutics committee and inviting them to participate. Draft letter to be reviewed by Dana for final approval.

Bylaws: Executive Committee has referred an item to Bylaws regarding Planning Council members who miss four (4) meetings. Ellen will be calling for a Bylaws Committee meeting on Tuesday, July 7, at either 2:00 or 2:30; this meeting will be just before Executive, since everyone on the Executive Committee is automatically a member of Bylaws. Kim asked if members would like to move the meeting time up to around 11:30 and make this a lunch meeting, and members were agreeable.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

STAFF REPORT

Calendar: Reviewed the May and June calendars; the Advocacy Council meeting scheduled for May 14 has been cancelled. Next week (May 12-14) Sandy, Mary, and Lourdes will be out of the office, and Sue, Graham, and Brian will be on monitoring site visits. Torrencia and Denise Jackson will be doing the set-up for lunch and the PLWHAA meeting on the 14th.

Response to HRSA Question: Last month staff was asked to contact our HRSA Project Officer to see if an exception could be made for unaligned consumers who work part-time at a Ryan White agency. The exception would be to allow the PLWHA on the Planning Council to retain their unaligned seat, so that our unaligned ratio would not suffer. Sandy advised that she did not call HRSA since this is a legislative mandate from Congress, and HRSA is simply enforcing what was set into law. Neither HRSA nor the Grantee have any power to make changes to the mandate. Planning Council members can contact their U.S. Senator or Representative and ask them to look at this the next time the Ryan White Act is reauthorized.

June PC Agenda: A draft of the June 25 Planning Council agenda was distributed and members were asked to make any changes. Justin and Nathaniel both asked to be added to the agenda under new business to report on the PCPG and the CAG conferences being held in Tampa next week. Kim asked that a notation be added prior to anticipated motions, stating that public comment will be allowed prior to the vote.

Blue Cards: Blue Cards will be available at the June Planning Council meeting; they will be specifically for people wishing to speak during the Public Hearing. Afterwards, the Blue Cards will only be brought out when the Council or a committee holds a Public Hearing, which is usually in June and July. In an effort to give the public more accessibility to the Planning Council, the chair will open the floor to the public following Council discussion on a pending motion. The public will have a chance to ask questions and provide their comment regarding a motion before it is voted on. This process will also be done on the committee level.

Public Comments

There were no public comments.

Announcements

- Get Inspired 6K will be Saturday, June 27 at Hemming Plaza; you can register now for this race or to volunteer

Adjournment

The meeting was adjourned at approximately 5:15 p.m.

ACTION REQUIRED BY PLANNING COUNCIL: None



EXECUTIVE COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Tuesday, June 2, 2015 – 3:30 p.m.

Committee Members Present: Kim Geib (*Chair*), Antoinette Turner (*Vice-Chair*), Heather Kilpatrick (*Secretary*), Heather Vaughan (*Treasurer*), Gloria Coon (*PLWHA Rep*), Ellen Schmitt (*Parliamentarian*), Dana Barnes (*Pharmacy & Therapeutics*), Justin Bell (*Coordination*), Nathaniel Hendley (*Membership*), Torrencia Shiloh (*PLWHAA*)

Guest: Mark Cleveland (*PLWHAA Co-Chair*)

Support Staff Present: Sandra Sikes

CALL TO ORDER

The meeting was called to order at 3:30 p.m. by Vice Chair Antoinette Turner.

MOMENT OF SILENCE OBSERVED

OFFICERS' REPORTS

None

COMMITTEE CHAIRS' REPORTS

PLWHAA: Torrencia introduced Mark Cleveland, the committee co-chair. Reported that much is going on in PLWHAA Committee, including sub-committee for Hospitality, continuing collecting donations for N4L, providing committee support to the Advocacy Council, and working with the EIIHA Committee to coordinate Condom Blasts. There will be a fundraiser at Hamburger Mary's later in the summer, and proceeds will be divided between N4L and Paws for POZ. Committee is developing a guide for the newly diagnosed, and PLWHAA Committee will be hosting a Public Hearing during their June 11 meeting. Torrencia attended the FCCAPP meeting earlier and emphasized to the providers there, that they needed to make sure at least five clients from each agency attend the Public Hearing.

W.A.C.: The committee met in May. The Helping Hands support group had 15 attending their May meeting, including 7 PLWHA's. Gloria said a family attended; a PLWHA had seen the Helping Hands flyer at his clinic, and told his family about the meeting. Gloria has lined up speakers for the July, August, and September support group meetings. Torrencia volunteered to do an HIV101 class at some point with them.

EIIHA: The committee met in May. Heather reported that the committee set three separate goals and objectives. Roberto Polanco and Julie Cromer developed a brochure geared toward medical providers, taking them step-by-step on what to do if one of their patients tests positive for HIV. Question was asked if this brochure is specific to medical providers; answer is that it is, but it would be easy to make a few changes in order for the brochure to be geared toward a different group. Kim Geib requested that the Executive Committee see the brochure when it is finished.

Membership: Met in May, and is not meeting this month. Committee will be recommending Vernard Clinkscales and Annie Youngblood to the Proxy Pool, and moving Janice Murphy from the Planning Council to the Proxy Pool. The committee talked about the role of Mentors and feels that more explanation is needed. Kim directed that a line item be added to the Planning Council Agenda for June 25, and Nathaniel and Gloria will present an overview of the mentorship program for new members. The PLWHA Rep and the Membership Committee will coordinate how this new program will work, and Membership will provide the training.

Coordination: Will be holding a Mental Health forum on June 23. Everyone was encouraged to get the word out about this forum.

Bylaws: Will be meeting July 7, concerning an item referred by the Executive Committee. Bylaws will meet at 11:30, followed by the Executive Committee's meeting. This is a time change from the regular 3:30 start time of Executive, and lunch will be provided for Bylaws and Executive Committee members.

Pharmacy & Therapeutics: A committee meeting will be called soon. Dana suggested Wednesday, July 1; an email will be sent to committee members tomorrow, asking if they will be available that day. Only concern is this date is a couple of days away from 4th of July weekend. Committee will be reviewing several drug utilization reports from local Ryan White pharmacies. A meeting date should be firmed up by end of this week.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Motion was made by Justin Bell, seconded by Ellen Schmitt, **to approve the Priority & Allocations Process Plan for FY2016**. There was no discussion and the motion passed.

STAFF REPORT

- Reviewed the June and July calendars
- Had copies available of flyers for the Public Hearings and the Mental Health Forum

Public Comments

There were no public comments.

Announcements

- Get Inspired 6K will be Saturday, June 27 at Hemming Plaza; you can register now for this race or to volunteer.
- N4L (Necessities for Living) is now an entity independent of NFAN. However, their storeroom is still located at the NFAN Office on Oak Street.
- The Northeast Florida Women's Awareness Conference will be Saturday, June 27 at the West Union Missionary Baptist Church on West Beaver Street. The conference's title is "*It's A Family Affair*" and runs from 9:00 to 2:30. This is a free event, but you should register in advance at Eventbrite, or contact Torrencia Shiloh for registration.
- Antoinette stated that Checker Cab's service is much better now. She reports that clients are now picked up on time, or in some cases, ahead of time.

Adjournment

The meeting was adjourned at approximately 4:28 p.m.

ACTION REQUIRED BY PLANNING COUNCIL:

None



MEMBERSHIP COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Friday, March 6, 2015 – 4:00 p.m.

Committee Members Present: Nathaniel Hendley (*Chair*), Justin Bell, Sharon Hunter, and Antoinette Turner

Support Staff Present: Sandra Sikes

Call to Order

The meeting was called to order at 4:00 p.m. by Chair Nathaniel Hendley.

Moment of Silence Observed

Review Unaligned Ratios and PC Representation

		<u>Duval County Epi Data</u>		<u>Planning Council Representation</u>	
Total Membership:	23	White:	30%	31%	White
		Black:	64%	61%	Black
Total Unaligned:	8	Hispanic:	03%	04%	Hispanic
		Other:	03%	04%	Other
Unaligned Ratio:	34.7%	Male:	70%	39%	Male
		Female:	30%	61%	Female

Staff explained the drop in membership: Sharon Peterson's term expired February 28, and Mark Cleveland and Sheila Broderick have not been confirmed yet by the Mayor's Office.

One-A-Week / Applications

- Staff handed out a chart showing seven prospective members and where they were in the process. Three people are either no longer eligible, only interested in joining a committee and not the Council, or there is no open seat in the person's category. We received application from one person who has never attended any meetings and has not replied to our invitation. The remaining three people are at different levels of the application process.
- Nathaniel spoke briefly about the One-A-Week Campaign which wraps up the end of this month. The goal was to get three applications submitted and going through the process by March 31, and we are close to reaching that goal. Committee members want to continue reminding the Ryan White providers about the importance of providers recruiting their PLWHA clients for the Planning Council. Antoinette Turner talked about the mentoring program that has been started in some of the committees.

Unfinished Business

There was no unfinished business.

New Business

- Co-Chair: The committee selected Mark Cleveland as committee co-chair, contingent on his appointment to the Planning Council.
- Meeting time: Members agreed to move the meeting time up an hour, from 4:00 to 3:00 p.m. Since there is nothing pending at the moment, it was decided to skip the April meeting.
- Survey on email: Staff asked committee members if they wanted to survey Planning Council and Proxy Pool members about how often they check Planning Council emails, if they check emails on a PC, table, or smartphone device, and if they are experiencing any problems opening and viewing attachments. Nathaniel will draw up some questions for the survey and submit them to Sandy, who will forward on to the rest of the Membership committee. Committee members can offer suggestions back to Nathaniel before it is finalized; the survey should be available for the June Council meeting for members to complete.

Announcements and Public Comments

- The next Membership Committee meeting will be Friday, **May 1 at 3:00 p.m.**

Adjournment

Chair Hendley adjourned the meeting at 4:50 p.m.

ACTION REQUIRED BY THE PLANNING COUNCIL:

None



MEMBERSHIP COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Friday, May 1, 2015 – 3:00 p.m.

Committee Members Present: Nathaniel Hendley (*Chair*), Justin Bell, Mark Cleveland, and Antoinette Turner

Support Staff Present: Sandra Sikes

Call to Order

The meeting was called to order at 3:02 p.m. by Chair Nathaniel Hendley.

Moment of Silence Observed

Interview

Mr. Vernard Clinkscales was interviewed for a position on the Proxy Pool. His interview scores were tallied and he received a rating of above 75%. A **motion** was made by Justin Bell, seconded by Antoinette Turner, **to recommend that the Planning Council appoint Vernard Clinkscales to the Proxy Pool.** Motion was passed.

Review of Unaligned Ratios and PC Representation

		<u>Duval County Epi Data</u>		<u>Planning Council Representation</u>	
Total Membership:	24	White:	30%	38%	White
		Black:	64%	54%	Black
Total Unaligned:	8	Hispanic:	03%	04%	Hispanic
		Other:	03%	04%	Other
Unaligned Ratio:	33.3%	Male:	70%	42%	Male
		Female:	30%	58%	Female

Review Application Log

Staff provided information on 14 individuals who submitted applications since last fall. Of this group:

- 1 has been appointed to the Planning Council
- 3 were voted onto the Proxy Pool
- 2 were successfully interviewed for mandated seats, and are waiting for the unaligned ratio to increase before they are presented to the Council
- 1 has been successfully interviewed for the Proxy Pool and will be presented to Council in June
- 1 is ready to be interviewed by the Membership committee for the Proxy Pool
- 1 has withdrawn, due to job change
- 1 has applied for a mandated seat, but no further involvement
- 2 applications received, but applicants never attended any meetings
- 1 applicant attended Pre-Orientation and two committee meetings, but no Council meetings
- 1 applicant expressed interest (in mid-April) and will submit application soon

Unfinished Business

A project to survey Planning Council members regarding their emails and opening attachments was cancelled. Committee was advised that staff no longer needs this information.

New Business

- **Youngblood:** Annie Youngblood submitted a letter March 18 to the Planning Council Chair, asking to be appointed to the Proxy Pool. Mark Cleveland made a **motion to recommend Annie Youngblood for the Proxy Pool**. The motion was seconded by Antoinette Turner; after a short discussion, a vote was taken and the motion passed.
- **Murphy:** Janice Murphy advised staff that she recently became employed part-time with the Florida Department of Health, and as such, was no longer an Unaligned Consumer. Per follow-up email on April 9, Janice stated she was OK with moving back to the Proxy Pool. **Motion** made by Justin Bell, seconded by Mark Cleveland, **to recommend to the Planning Council that they move Janice Murphy from the Council to the Proxy Pool**. There was no discussion and the motion passed.
- **Unaligned v. Aligned Consumers:** Committee discussed the continued need to recruit unaligned consumers for the Proxy Pool. LSS is now sponsoring its second Peer Navigator class, which has been very successful. Several of our unaligned Planning Council members are taking this class, and it is likely that at least a few might be interested in seeking employment with a Ryan White agency, once they are finished with their class. As unaligned become aligned consumers, they will need to rotate off the Planning Council and into the Proxy Pool.

At the request of Council Chair, an email was distributed April 9 to all Planning Council and Proxy Pool members, reminding them that paid employees of any Ryan White agency are considered 'aligned'.

- **Other:**
 - It was suggested someone create a map showing where the local Ryan White agencies are located. Map would show name, address, phone number, and brief description of services.
 - There should be more discussion on the Mentor Program, what's expected of mentors, and what kind of follow-up is needed. Who should be mentored: everyone who turns in a membership application, or those who reach the interview stage?
 - There should be some type of recognition for new members who have completed their first year on the Planning Council.

Announcements and Public Comments

- The next Membership Committee meeting will be Friday, **June 5 at 3:00 p.m.**

Adjournment

The meeting was adjourned at 4:30 p.m.

ACTION REQUIRED BY THE PLANNING COUNCIL:

- For the Planning Council to appoint Vernard Clinkscales to the Proxy Pool
- For the Planning Council to appoint Annie Youngblood to the Proxy Pool
- For the Planning Council to move Janice Murphy from the Council to the Proxy Pool



Metropolitan Jacksonville Area HIV Health Services Planning Council

WOMEN, ADOLESCENTS, and CHILDREN COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Thursday, March 5, 2015 9:00 a.m.

Committee Members Present: Gloria Coon (*Chair*), Gregory O'Gwinn (*Co-Chair*), Teresa Braddy, Tasha Brundge, Cathy DuPont, Audrey Gardner, Denice Grace, Audrey Green, Terri Mims, Janice Murphy, Ella Russell, Errol Schell, and Brandi Williamson

Support Staff Present: Deidre Kelley

Call to Order

The meeting was called to order at 9:00 a.m. by Chair Gloria Coon.

Moment of Silence was observed.

Introductions

Members did self-introductions.

Unfinished Business:

Support Group: Final details were discussed regarding the initial meeting of the support group for the affected community. Meeting is still set for Wednesday, March 11 at 6:00 p.m. at CRC on Beechwood Street.

National Women & Girls HIV Awareness Day: The W.A.C. committee will be working this event at Brentwood Lakes Apartments, 3465 Village Center Drive, from 11:00 a.m. to 4:00 p.m. Saturday, March 14. This event is being coordinated by CRC; any questions should be routed to Brandi Williamson.

Community Empowerment March 7: Audrey Gardner gave a recap of the Washington Heights event held a few weeks ago. Alfreda Telfair and Audrey Green will be working the Cleveland Arms Apartments Empowerment event this Saturday. Chief Johnnetta Moore attended the W.A.C. meeting for a few minutes and also discussed the events.

New Business:

There was no new business to discuss.

Adjournment

The meeting was adjourned at 9:45 a.m.

ACTION REQUIRED: None



WOMEN, ADOLESCENTS, and CHILDREN COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Thursday, April 2, 2015 9:00 a.m.

Committee Members Present: Gloria Coon (*Chair*), Tasha Brundge, Julie Cromer, Bonita Drayton, Audrey Gardner, Terri Mims, Janice Murphy, Ella Russell, Errol Schell, Alfreda Telfair, and Brandi Williamson

Support Staff Present: Sandy Sikes

Call to Order

The meeting was called to order at 9:03 a.m. by Chair Gloria Coon.

Moment of Silence was observed.

Introductions

Members did self-introductions.

Unfinished Business:

Support Group: Approximately 15 people attended the initial meeting on March 11; most were W.A.C. members or PLWHA's. The group is expecting 15 to 20 at the next meeting, April 8. Bonita Drayton and Sandy Sikes to donate refreshments and Brandi Williamson and Angela from CRC will facilitate. Flyers have been posted around town, including UF Health, CRC, and AHF. Alfreda Telfair will check the waiting room at DOH @ W. 6th Street to see if they have flyers posted.

National Women & Girls HIV Awareness Day: The committee did a recap of this event held March 14 at Brentwood Lakes Apartments. Activities began at 11:00; it was a slow start but picked up in the afternoon. Over 200 people came through the event area and 32 people were tested. There was an incentive for getting tested; the first 25 people would receive a \$10.00 Wal-Mart gift card. A trend was noticed that many HIV positive individuals who already knew their status were signing up to get tested, in order to get the gift card. Gloria Coon, Alfreda Telfair, Tasha Brundge, and Terri Mims attended this event.

Community Empowerment March 7: There was a short recap on the Community Empowerment event held March 7 at Cleveland Arms Apartments. Alfreda Telfair, Audrey Green, and Tasha Brundge worked this event, and had a table next to the administrative agency (Social Services Division w/ COJ). There were a lot of children who came out in the beginning, and they were encouraged to bring their parents back so that the adults could get information.

New Business:

There was no new business to discuss.

Announcements

- **Women On A Mission (WOAM)** members Alfreda Telfair and Janice Murphy met with approximately 25 students at Andrew Jackson in mid-March, to discuss HIV. Two of the WOAM members shared their personal stories with these students, and they report that the message was well received by the students. Students asked a lot of questions and had conversation with WOAM.
- Bonita Drayton stated that she and Joe Mims from UF CARES attended something similar in early December at Raines High School. Apparently after many years of not being allowed on school property to talk about HIV, the climate is changing and members from several Planning Council committees are now gaining access into local high schools.
- Brandi checked on the monthly cost of the meet-up website; it is \$13.00, which is \$130.00 annually. Gregory O'Gwinn was also checking into doing a blog or posting the support group's meeting on social media. Committee decided to wait and hear from Gregory about blog/social media posting.
- Bonita said UF CARES is now requiring primary care physician referrals for Ryan White clients. Clients should ask their PCP for referrals up to six visits, when accessing the other services at UF CARES.
- New Bethel A.M.E. Church is holding a community health fair on Saturday, May 16. The church is located at 1231 Tyler Street. The W.A.C. committee helped out with the event last year; for more information, please contact Bonita.

Adjournment

The meeting was adjourned at 9:40 a.m.

ACTION REQUIRED: None



Metropolitan Jacksonville Area HIV Health Services Planning Council

WOMEN, ADOLESCENTS, and CHILDREN COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Thursday, May 7, 2015 9:00 a.m.

Committee Members Present: Gloria Coon (*Chair*), Gregory O'Gwinn (*Co-Chair*), Tasha Brundge, Bonita Drayton, Audrey Gardner, Denice Grace, Audrey Green, Ella Russell, Alfreda Telfair, and Brandi Williamson

Support Staff Present: Sandy Sikes

Guests: Chris Shaviers (LSS)

Call to Order

The meeting was called to order at 9:00 a.m. by Chair Gloria Coon.

Moment of Silence was observed.

Introductions

Members did self-introductions.

Support Group

April 8 meeting: Approximately twelve people attended. Light supper was provided (pizza and soft drinks); Angela and Brandi from CRC facilitated. A number of people have expressed an interest in attending, and everyone remains confident that the support group will grow in the coming months.

May 13 meeting: Copies of the updated flyer were at the meeting for members to take. Audrey Gardner (pizza), Bonita (paper plates & cups), and Gloria (napkins or paper towels) volunteered to furnish dinner. Gloria asked if she could ask Ryan White agencies to donate food or snacks; she can, but it's up to the agency if they want to donate, and it would likely be the employees donating money or food on their own, as opposed to any agency dollars.

Unfinished Business

There was no unfinished business to discuss.

New Business

National HIV Test Day (NHTD)

- Location: Brandi notified the committee that CRC has vacated their storefront office in North Pearl Street Plaza. Brandi will contact plaza's landlord to see if he will rent that office to CRC for one day. If so, and if the daily rent is reasonable, then CRC might cover the cost. If this falls through, then she will look at using Springfield Park between UF Health and the Health Department. The park has hosted several activities and the testing van in the past. Alfreda will contact Gateway Mall to see if we could return. Past issues with Gateway were not being able to park the testing van in front of the mall and with providing an insurance certificate.

Announcements

- New Bethel A.M.E. Church is holding a community health fair on Saturday, May 16. The church is located at 1231 Tyler Street. The W.A.C. committee helped out with the event last year; for more information, please contact Bonita.

Adjournment

The meeting was adjourned at 9:25 a.m.

ACTION REQUIRED: None



Metropolitan Jacksonville Area HIV Health Services Planning Council

WOMEN, ADOLESCENTS, and CHILDREN COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Thursday, June 4, 2015 9:00 a.m.

Committee Members Present: Gloria Coon (*Chair*), Gregory O'Gwinn (*Co-Chair*), Julie Cromer, Denice Grace, Audrey Green, Terri Mims, Errol Schell, Alfreda Telfair, and Brandi Williamson (*by Phone*)

Support Staff Present: Sandy Sikes

Guests: Chris Shaviers (LSS)

Call to Order

The meeting was called to order at 9:04 a.m. by Chair Gloria Coon.

Moment of Silence was observed.

Introductions

Members did self-introductions.

Support Group

Report on May 13 meeting: 13 people attended including 7 affected. A PLWHA had seen the Helping Hands flyer at his clinic, and told his mother and other family members about the meeting and they attended. Thank you to committee member Ella Russell, who provided the paper goods.

Upcoming meetings: Gloria has several speakers lined up in the coming months, and the speakers will be providing the refreshments. She asked the agencies represented around the table if they would pick a meeting where they could talk about the services their agencies provide. Brandi agreed to contact people who have attended the support group, and remind them of the upcoming meeting on June 10. Tasha is scheduled to provide refreshments. Julie asked if someone could do some sort of scheduling sheet showing who's speaking and who's providing refreshments for each meeting going forward.

Unfinished Business

- NHTD (*National HIV Testing Day*) – W.A.C. has been unable to secure a location at this point for their testing day event. Neither Pearl Street Plaza or Gateway Mall are available. Alfreda will try one more place, the shopping area across the street from Gateway Mall. Alfreda will contact them today and send an email to W.A.C. committee members letting us know if we can use that location. The AHF testing van had committed to the Pearl Street Plaza location; if we are able to get another location, then Rayland Cunningham will be advised and the testing van will move to that new location. If the testing event has to be cancelled, then Rayland will also be advised. We need to let AHF know by early next week, so they can make other arrangements if need be.

New Business

- Chris Shaviers mentioned that there is a need in the Lakewood area for a possible health fair. She will contact apartment complex in the area and see if they would have any objections to doing a health fair geared towards women & children's health.

Announcements

- Public Hearings on Ryan White services will be June 11, June 25, and July 23
- There will be a Mental Health Forum June 23, sponsored by the Coordination Committee
- AHF's League of Legends is growing, and there's talk of taking this program nationwide. There were 25 people at the last meeting; next meeting will be July 16 at noon.
- Lutheran Social Services' annual Food Fight is this evening at the Jacksonville Arena.

Adjournment

The meeting was adjourned at 9:40 a.m.

ACTION REQUIRED: None



Metropolitan Jacksonville Area
HIV Health Services Planning Council

PLWHAA COMMITTEE

(People Living With HIV/AIDS and Affected Community)

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Noon - Thursday, March 12, 2015

Committee Members Present: Torrencia Shiloh (*Chair*), Mark Cleveland (*Co-Chair*), Denise Jackson, Verlon Blair, Gloria Coon, Denice Grace, Sharon Hunter, Terri Mims, Jerry Murray, Antoinette Turner, Tasha Brundge, Annie Youngblood, Roberto Polanco and Zane Urbanski

Absent-in-Service: Janice Murphy and Toni Pryor (*Jackson H.S. HIV Education*)

Guests: Vernard Clinkscales, Michael Kyger, Brazil Scantling, and Veronica Hicks

Call to Order

The meeting was called to order at 12:02 p.m. by Chair Torrencia Shiloh.

Moment of Silence

A moment of silence was observed for individuals who have died of HIV/AIDS, or those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

Purpose Statement

Mark Cleveland read the PLWHAA Purpose Statement: "Our mission is to **E**ducate, **A**dvocate, **S**upport and **E**mpower all **PLWHAA (People Living w/HIV/AIDS and Affected)** in Northeast Florida communities. We exist as a vocal planning body, focused on raising awareness through "High Impact Prevention" strategies, leading us to our goal of "**Getting to Zero**"."

Self Introductions

Old Business:

- N4L Donations are still needed and solicited. List of necessary items was shared. Application for requesting personal items was distributed.

Reports:

- Advocacy Council's role and function was described. All concerns, issues, complaints would be sent to this committee through email. Other suggestion, setting up a telephone line for those who don't have access to email, to leave voicemail messages on.

New Business:

- Suggestions for 2015 Speakers for PLWHAA meetings regarding, Dental services, Long Term Care, Medicaid and Medicare, and the Treatment Cascade.
- Suggestion for 2015 Fundraiser ideas included Hamburger Mary's for Hambingo and raffles. Sharon Hunter agreed to take responsibility for the Hamburger Mary's fundraising project(s).
Paws for Poz donations which work similarly to N4L, except geared toward positive individual's pet needs (dog and cat food, bowls, snacks, etc..)
- 2015 Health Fairs will need all hands from the PLWHAA committee willing to actively participate if recognition from Star Chart is to be earned. Any events from January 2015 to the present and beyond will be recognized. Women and Girls health fair on March 14th at Brentwood Lakes apartments is in need of volunteers to assist.
- Welcome Committee sign-up sheet was distributed and rotation is on a quarterly basis. Committee responsible for greeting new and prospective members upon arrival at meetings introducing them to the committee at introduction time. Gloria Coon is the head of the committee for April-July.
- Sick & Shut-In Committee sign-up sheet was distributed and rotation is monthly. Individual would call, visit, send a card to missing members who are sick, and regularly absent.
- Part A Concerns- Torrenca would present a question each month, along with the blue cards and new box to place questions and concerns in. Concern mentioned regarding a client's Medicaid and the process to effective solutions. Transportation issues is a concern suggested for followup with Agency Case managers for solutions to this issue. The concern of possible stigma issues when asking friends and family for help with transportation, was addressed. A viable solution to this issue was suggested which was to EDUCATE family and friends and community about HIV once individual status' are shared.
- CCC Pharmacy- None of the Ryan White funded case management agencies were aware of the problem at the pharmacy which held up dispensing medications for some individuals. Concerns that emails were not read in time, and questions regarding a possible relocation of the Pharmacy were addressed.

Announcements:

- Helping Hands Support Group meetings at CRC 623 Beechwood Street on the 2nd Wednesday of every month at 6pm

Adjournment

The meeting was adjourned at 1:35 p.m.

ACTION REQUIRED:

No action required.



PLWHAA COMMITTEE

(People Living With HIV/AIDS and Affected Community)

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Noon - Thursday April 9, 2015

Committee Members Present: Torrencia Shiloh (Chair), Mark Cleveland (*Co-Chair*), Denise Jackson, Verlon Blair, Gloria Coon, Denise Grace, Sharon Hunter, Terri Mims, Jerry Murray, Antoinette Turner, Annie Youngblood, Roberto Polanco, Vernard Clinkscales, Jim Bernert, Janice Murphy, Michael Kyger, Nathaniel Hendley, and Velda Stokes.

Guests: Connie Simmons, Debbi Carter, Mary Glenn, Charles Wilkerson, Walter Morrison, Sandra Anderson

Call to Order

The meeting was called to order at 12:01p.m. by Chair Torrencia Shiloh.

Moment of Silence

A moment of silence was observed for individuals who have died of HIV/AIDS, or those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

Purpose Statement read by Vernard Clinkscales

Self Introductions, Roll Call, Announcements, Birthdays, and Sick and Shut in report presented.

Old Business:

- N4L Donations are still needed and solicited. List of necessary items was shared. Application for requesting personal items was distributed.
- Paws for Poz program was introduced. Program is designed for positives with pets who are in need of items to care for their pets.
- Outreaches for April and May are in need of volunteers. Those who participate in outreaches get recognized on the Star Chart, and special recognition at the end of the year. Outreaches are essential and a part of our Mission Statement.

New Business:

- Suggestion to have reflection time with DABS the AIDS Bear before the meeting - 11:45-12:00.
- Advocacy Team gave an update
- Dental clinic update information shared. No show rates for Dental visits are at 35% and Hygienist visits 40% and because of popularity of the clinic the schedule is booked until after May. Encourage all to try to make their appointments to keep the no show rates down.
- Part A Question of the Day: How quickly are services made available to you? Healthy discussion regarding barriers to care and how to make necessary changes to the various issues addressed.

Adjournment

The meeting was adjourned at 1:35 p.m.

ACTION REQUIRED: No action required.



Metropolitan Jacksonville Area
HIV Health Services Planning Council

PLWHAA COMMITTEE

(People Living With HIV/AIDS and Affected Community)

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Noon - Thursday May 14, 2015

Committee Members Present: Mark Cleveland (*Co-Chair*), Torrencia Shiloh (Chair), Denise Jackson, Verlon Blair, Gloria Coon, Sharon Hunter, Terri Mims, Jerry Murray, Antoinette Turner, Roberto Polanco, Vernard Clinkscales, Janice Murphy, Debbi Carter, Frieda Saraga, Charles Wilkerson, Michael Kyger, Gregory O'Gwinn.

Guests: Mary Glenn, Dennis King, Jeffery Woodson, John Webster, Toni Pryor

Absent In Service: Nathaniel Hendley, Julie Cromer

Call to Order

The meeting was called to order at 12:00p.m. by Chair Torrencia Shiloh.

Moment of Silence

A moment of silence was observed for individuals who have died of HIV/AIDS, or those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

Purpose Statement read by Roberto Polanco

Self Introductions - members

Roll Call by Denise Jackson

Announcements

Save the dates for June 27th HIV Testing Day and 2015 "It's a Family Affair" Conference. Sign-up sheets passed around for volunteers to work at the conference. Volunteers are also needed for the Stigma Presentation at the conference.

Torrencia shared that the comment cards should be used for good experiences and comments and not only negative experiences. Cards were passed out for the comment box and Mark encouraged all to keep comments to 2 minutes or less, and to please raise your hand when questions or comments are stated and this would allow smoother flow of the meeting.

Question raised about the age that individuals must be to get tested. Reiterated that 13 or older can test without parental consent. Anyone **under the age of 13 must have parental consent.**

Introduction of the "Ouch Rule" given by Torrencia.

Old Business:

- Birthdays for the month were recognized - Mark C. and Frieda S.
- Navigator list for newly diagnosed is still in process and still being updated. Will have info by next meeting.
- Dental department flyer in the process, to provide information about dental services.
- Thoughts and prayers for Sandy Sikes family on the passing of her dad.
- PAWS for POS update-Solicited an animal hospital for support and services.

New Business:

- Annual AIDS Watch 2015 Report given by Toni P. Information about the conference - it is a meeting for congress to advocate for Duval county's HIV/AIDS affected and their needs, and how to make our congressional representatives aware of those needs. Concerns that the elderly community and transgender community were not sufficiently represented at this conference. Toni was appointed representative for Duval since she was the only participant from Duval at the conference. Scholarships for attendance in next year's conference should be approached early for individuals to participate. Follow up with Justin for participation and funding for next year's conference.
- PPG, PCPG, and CAG, met collaboratively. Report about HIP stating Duval is great regarding linkage, care not so good, our charge is to distribute 17mil condoms this year. 4th generation testing is becoming obsolete, presently doing more blood drawing. Condom blast on April 30th had 4 faithful individuals of the PLWHAA participate. Torencia encouraged ALL members to get involved in High Impact Prevention as our mission statement states.
- September 21, 2015 6:30pm Hambingo at Hamburger Mary's. Cards for 10 rounds of Bingo is \$5. PLWHAA must provide the gifts for grand prizes.
- Played the Alphabet Soup game to familiarize and remind us about the acronyms used at meetings and in everyday discussion.

Adjournment

The meeting was adjourned at 1:20 p.m.

ACTION REQUIRED:

No action required.



Metropolitan Jacksonville Area
HIV Health Services Planning Council

PLWHAA COMMITTEE

(People Living With HIV/AIDS and Affected Community)

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Noon - Thursday, June 11, 2015

Committee Members Present: Torrencia Shiloh (Chair), Mark Cleveland (Co-Chair), Verlon Blair, Vernard Clinkscales, Gloria Coon, Denice Grace, Nathaniel Hendley, Veronica Hicks, Sharon Hunter, Terri Mims, Jerry Murray, Gregory O'Gwinn, Antoinette Turner, Zane Urbanski, and Annie Youngblood

Guests: Kenyonta Boyd, Debbi Carter, Lorenzo Garrett, Mary Glenn, Larry Hayes, Dennis King, Selene Pickens, Donna Sabatino, and Heather Vaughan

Call to Order

The meeting was called to order at 12:00 p.m. by Chair Torrencia Shiloh.

Moment of Silence

A moment of silence was observed for individuals who have died of HIV/AIDS, or those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

Purpose Statement

Nathaniel Hendley read the PLWHAA Purpose Statement: "Our mission is to **E**ducate, **A**dvocate, **S**upport and **E**mpower all **PLWHAA (People Living w/HIV/AIDS and Affected)** in Northeast Florida communities. We exist as a vocal planning body, focused on raising awareness through "High Impact Prevention" strategies, leading us to our goal of "**Getting to Zero**"."

Self Introductions was followed by roll call.

Public Hearing

Chair Shiloh opened the Public Hearing and briefly went over instructions. The following individuals spoke.

Larry Hayes

Mr. Hayes has been living in Duval County for approximately four years and finds this area lacking in services. Of particular concern is the JTA bus system. He feels JTA has little concern over the problems a person with a disability has in accessing the bus; this includes those in the HIV community. Mr. Hayes would like someone to make sure JTA considers the problems the HIV community experiences in trying to get around town using the bus.

Mary Glenn

Ms. Glenn commented on the collaboration she has recently seen between AHF and Lutheran Social Services, who have partnered on mental health and nutrition services. She has seen a lot of positive things come out of this, and encouraged other agencies to use that as an example.

On another point, Ms. Glenn talked about early intervention. As a Peer Navigator, she encounters those newly diagnosed, and reports that even as an experienced Peer, it is still difficult to navigate the maze of HIV services in the system. Would it be possible for the Planning Council to combine one or two of the Ryan White services into one location, such as applying for eligibility and applying for ADAP? Torrencia replied that the PLWHAA Committee is forming an ad-hoc committee later in the summer to put together an informational booklet for the newly diagnosed. Hopefully this will provide clearer and better instructions when navigating the Ryan White system of care. Ms. Glenn agreed that we need to be more informational to the HIV community.

Dennis King

Mr. King is a Jacksonville native; he stated that Ms. Glenn had covered many of the items he was going to speak about. He reiterated that many Ryan White consumers are not aware of all the services available to them.

Vernard Clinkscales

Was affiliated with an ASO in Pennsylvania, called Philadelphia Fight. Through them, he heard recently that a new medication is being tested in the Philadelphia area that sounds very promising for finding a cure for AIDS. The testing program will be going on for a couple more years.

This concluded the Public Hearings portion of the meeting.

Public Comments

- Guest Selene Pickens complimented her case manager and Ryan White's assistance program for helping with her rent and utilities recently.
- Larry Hayes was asked about his earlier comment on 'lack of services' and he replied that dental services is one area that is lacking. Mark Cleveland shared a document with him, which listed all the services a Ryan White consumer is entitled to at the dentist, and Mr. Hayes found it informative.
- Nathaniel Hendley, the Area 4 CAG Representative, attended the CAG (Consumer Advisory Group) meeting in Tampa last month. One of their goals is to keep consumers informed. Nathaniel also distributed copies of the AIDS Institute's news release, announcing that the HIV Testing Bill becomes law on July 1. Doctors, clinics, and ER's will now include HIV testing when requesting routine blood work. This means that patients will have to opt **out**, rather than opting in; in other words, the patient no longer has to ask for an HIV test when blood work is ordered.
- Heather Vaughan mentioned that the EIIHA Committee is working on guidelines for doctors who have a patient who tests positive for HIV. The guidelines will help the doctor link his patient to the Ryan White community.

Announcements

- Gloria Coon is requesting help for the Helping Hands support group. She would like each Ryan White agency to do a presentation on what services they offer. Although their presentation will focus on HIV services, they should also talk about the other services the agency provides. Helping Hands meet the 2nd Wednesday of the month at 6:00 p.m. Location is CRC on Beechwood Street.
- Torrencia reminded everyone of NEFWAC's upcoming conference, '*It's a Family Affair*'. Conference will start at 9:00 a.m. Saturday, June 27 at West Union Missionary Baptist Church.
- We are still collecting for N4L; please bring in items to the next PLWHAA meeting.
- PAWS for POZ: still looking for help. This is to assist PLWHA's who have pets; assistance will be for veterinary costs, food, grooming, and so forth.
- Annie Youngblood: she will make phone calls over the next few days and let Torrencia know status of those who are ill.
- Gloria Coon: W.A.C. (Women, Adolescents, & Children) will be doing HIV testing Friday, June 26 at corner of A. Phillip Randolph and Union Streets. Gloria will contact Torrencia with the details (time of event, who is participating, etc.)
- Mark Cleveland: has been working on a flyer to post in the waiting room of the dental clinic (King Street). The flyer will list contact information for providers, case managers, and where to go for assistance. Flyer is being reviewed by Department of Health for their approval.
- Guest: suggested PLWHAA hold a class or workshop for younger PLWHA's that would be about dating and disclosure. Torrencia said that one of NEFWAC's speakers later this month will be doing a presentation on "Is There Life After Diagnosis?", and she speaks to this topic. Torrencia suggested this speaker might be a good facilitator for a workshop on dating and disclosure.
- Sharon Hunter: OASIS Conference in Ft. Walton Beach is scheduled for September 18-20. Butch McKay said there will also be a pre-conference event Thursday, September 17. Sharon will email or distribute the registration forms when they come out.

Adjournment

The meeting was adjourned at 1:25 p.m.

ACTION REQUIRED:

No action required.



EIIHA COMMITTEE

(Early Identification of Individuals with HIV/AIDS)

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

Summary Of Meeting

Meeting Date: 10:30 a.m. - Friday, March 20, 2015

Present: Heather Vaughan (*Chair*), Janice Murphy (*Co-Chair*), LaTanya Adkins, Manny Andrade, Justin Bell, Julie Cromer, Rayland Cunningham, Renee Evatt, Lolita Hill, Brian Hopkins, Deidre Kelley, Roberto Polanco, and Ellen Schmitt

Support Staff Present: Sandy Sikes

Guests: Torrencia Shiloh

Call to Order:

The meeting was called to order at 10:30 a.m. by Chair Heather Vaughan.

Moment of Silence:

Members observed a moment of silence for individuals who have died of HIV/AIDS, or those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

Introductions:

- Members and Guests did self-introductions.
- Chair Heather Vaughan called the roll; two additional members were added.
- The Chair recognized Renee Evatt and Lolita Hill for 100% attendance at the EIIHA Committee meetings last year.

Action Items:

- Members went over Goal #1 of the FY2015 EIIHA Plan and made a few updates. Goal #1 was then accepted as complete.
 - Goal 1.5 - Testing van schedules are now being posted to the World AIDS Day Committee website. Please forward your testing van's schedule to Jason Clark at JClark@lssjax.org, so he can post monthly.
 - Goal 1.11 - Julie Cromer and Roberto Polanco distributed a draft of the PCP brochures that will eventually be used during the blitz on doctor's offices. Committee members were asked to review and to offer suggestions on what else to add or change on this brochure before copies are made. It was decided to piggy-back on condom blasts that the APO has scheduled, working the doctor's offices located in the same area as upcoming condom blast events. Torrencia and Julie to coordinate dates and locations.

- Committee began their review of Goal #2.
 - Goal 2.2 – Janice suggested making a card with Peer Navigator names and contact information, and giving these cards to people who have just tested positive. Even though there is a linkage specialist assigned to the testing vans, it could be helpful to have the name of someone a person could call who has already been through this. Rayland said that AHF gives out condom packets that include HIV information.
 - Goal 2.3 – Gilead has started a new training class for peer navigators.
 - Goal 2.4 – The CCC Consumer Advisory Board continues to work on identifying and satisfying the full range of patient needs and preferences. The W.A.C. Committee of the Planning Council has recently begun a support group for the affected community, focusing on family members and partners of PLWHA's. Their second meeting will be April 8.
 - Goal 2.6 – Committee identified two separate programs currently going on at the Duval County Jail. The Department of Health has a jail link program that tests and links individuals. And AHF has recently partnered with the Sheriff's Office to provide medications to inmates in jail and coordinate care for PLWHA's when released from jail.
 - Goal 2.7 – Sandra Ellis of APO is updating and will soon publish a new service resource book (the Blue Book). This should be completed in April.
 - Goal 2.9 – Joe Mims was working on UF Health and getting their Emergency Department more knowledgeable about linkage for HIV positives. Similar question was put to Ellen Schmitt regarding the ED at Baptist Health. Ellen will check with the hospital and give the committee names of individuals who we can talk to about linkage for PLWHA's. Julie Cromer will identify person at St. Vincent's that we can talk to.
- Co-Chair: Janice Murphy volunteered to be the EIIHA Committee Co-Chair for 2015.

Announcements and Public Comments:

Manny Andrade of NFAN is starting a new support group for Hispanic PLWHA's. The date and time will be announced soon. For more information, or to refer someone to this group, please call Manny at 356-1612, ext. 133.

The next EIIHA Committee meeting will be Friday, May 15, 2015.

Adjournment:

The meeting was adjourned at 11:45 a.m.



EIIHA COMMITTEE

(Early Identification of Individuals with HIV/AIDS)

Ryan White Part A and Part B Programs

Social Services Division

1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

Summary Of Meeting

Meeting Date: 10:30 a.m. - Friday, May 15, 2015

Present: Heather Vaughan (*Chair*), LaTanya Adkins, Rayland Cunningham, Renee Evatt, Lolita Hill, Brian Hopkins, Deidre Kelley, Roberto Polanco, and Ellen Schmitt

Support Staff Present: None

Guests: Paul Yarish, Rod Brown, Dan Merkan, and Joe Mims

Call to Order:

The meeting was called to order at 10:30 a.m. by Chair Heather Vaughan.

Moment of Silence:

Members observed a moment of silence for individuals who have died of HIV/AIDS, or those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

Introductions:

- Members and Guests did self-introductions.
- Chair Heather Vaughan called the roll; eight members were absent.

Action Items:

- Members updated Goal #2 of the FY2015 EIIHA Plan. Goal #2 was then accepted as complete.
 - ♦ Goal 2.9 – Ellen Schmitt stated that she had identified who to speak with at Baptist ED and would be doing so. Heather Vaughan mentioned that Dr. Pella was working at Memorial and could be approached about HIV testing in the ED.
 - Committee began their review of Goal #3.
 - ♦ Goal 3.1 – Added to "Resources Needed" that a calendar of PLWHAA Committee meetings and support group meetings could be posted in medical clinics and the WAD website to encourage the sharing of information about PLWHA networks.
 - ♦ Goal 3.2 – Revised "Resources Available" to include all Ryan White funded agencies, not just case management and medical providers.
 - ♦ Goal 3.3 – Revised "Tasks" to develop standardized, brief psychotherapy screening tool to be used by all mental health funded agencies.
-

- Goal 3.5 – Added that task would be ongoing and not have an end date and that “Resources Need” would include training service providers to communicate more effectively with clients regarding their rights and responsibilities. It was also suggested that provider sponsor a grievance awareness month once per year to ensure that clients know how to exercise their right to file a grievance.
- Goal 3.6 – Added to “Tasks” that service providers follow-up with clients on missed appointments with phone calls, appointment cards, emails, and text messages.
- Goal 2.9 – Added new “Task” to educate PLWHA on importance of keeping medical appointments. Resources available include all Ryan White funded medical case managers, mental health and medical providers.
- Committee began their review of Goal #4.
 - Goal 4.1 – Added “End Date” as ongoing.
 - Goal 4.2 – Added “Resources Needed” as speaking with Michael Garee about compiling an adherence risk list and reviewing other available resources for use by medical case managers.
 - Goal 4.4 – Added “Resources Needed” as a review of reinforcement methods for use by medical case managers.
 - Goal 4.6 – Added to “Tasks” follow-up on treatment adherence by reviewing labs, case conferencing, and medical chart reviews.

Announcements and Public Comments:

The next EIIHA Committee meeting will be Friday, July 17, 2015 at 10:30 a.m. Committee will identify action items that remain to be completed and update EIIHA Plan.

Adjournment:

The meeting was adjourned at 11:35 a.m.



Metropolitan Jacksonville Area
HIV Health Services Planning Council

PRIORITY AND ALLOCATIONS COMMITTEE

Ryan White Part A and Part B Programs
Social Services Division
1809 Art Museum Drive, Suite 100
Jacksonville, FL 32207

**Summary
of Meeting**

Meeting Date: Thursday, May 14, 2015 – 1:45 p.m.

Committee Members Present: Kendall Guthrie (Chair), Heather Vaughan, Justin Bell, Kim Geib, Roberto Polanco, Sharon Hunter, Rona Revels, La Tanya Adkins, Michael Bennett, Mark Cleveland, Gloria Coon, Antoinette Turner, and Torrencia Shiloh

Absent-in-Service: Sandra Ellis (PCPG – Tampa)

Absent: Dana Barnes, Heather Kilpatrick, Pat Sampson, Jerry Murray, Verlon Blair, and Zane Urbanski

Support Staff Present: Deidre Kelley

Call to Order

The meeting was called to order at 1:50 p.m. by Chair Kendall Guthrie.

Moment of Silence

Members observed a moment of silence for individuals who have died of HIV/AIDS, or those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

Review of Information for FY 2016

For the purpose of refreshing the returning committee members, and instructing the new members, the following information was reviewed:

- Ryan White HIV Treatment Extension Act
- Overview of Priority Setting
- HRSA Defined Conflict of Interest
- Government in the Sunshine and Public Records
- HRSA Directive
- Acronyms List
- Ryan White Program Service Definitions
- Process Plan

Members agreed that during their next meeting in June, the committee would prioritize services for FY2016; and during their July meeting, they would be allocating resources for those priorities. There will be three Public Hearings; one on June 11, a second one on June 25, and a third July 23. Only one vote per agency will be allowed. For the Florida Department of Health, there will be one vote for each county represented (Duval, Nassau, and St. Johns). Since the June Priority & Allocations meeting takes place before the Planning Council meets again, this Process Plan will need to be approved in the interim by the Executive Committee. The Process Plan will then be presented by the Executive Committee to the Planning Council during their June 25 meeting, and the Council will have final authority to adopt this plan as presented, or to make changes to it.

Motion was made by Kim Geib and seconded by Rona Revels **to recommend the Priority & Allocations Process Plan for FY2016.** There was no further discussion and the motion was approved.

Announcements

- The next Priority & Allocations Meeting will be Thursday, June 11 at 1:45 p.m.

Comments From the Public

None.

Adjournment

The meeting was adjourned at 3:05 p.m.

Action to be taken by the Executive Committee:

Present to the Executive Committee for their approval
the Priority and Allocations Process Plan for FY2016



PRIORITY AND ALLOCATIONS COMMITTEE

Ryan White Part A and Part B Programs
Social Services Division

1809 Art Museum Drive, Suite 100 Jacksonville, FL 32207

Summary of Meeting

Meeting Date: Thursday, June 11, 2015 – 1:45 p.m.

Committee Members Present: Kendall Guthrie (*Chair*), LaTanya Adkins, Justin Bell, Verlon Blair, Mark Cleveland, Gloria Coon, Sandra Ellis, Kim Geib, Sharon Hunter, Heather Kilpatrick, Jerry Murray, Rona Revels, Pat Sampson, Antoinette Turner, Heather Vaughan, and Zane Urbanski

Absent: Dana Barnes, Michael Bennett, and Roberto Polanco

Support Staff Present: Deidre Kelley and Sandy Sikes

Call to Order

The meeting was called to order at 1:45 p.m. by Chair Kendall Guthrie.

Moment of Silence

Members observed a moment of silence for individuals who have died of HIV/AIDS, or those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.

Roll Call

Reallocation of FY2015 Funding

Based on how spending appears to be shaping up this year, the committee talked about decreasing funds in some categories and increasing funds in others. Some of the discussion points were:

- Outpatient medical care needs more funding since the TGA recently stepped up the retention-in-care effort;
- AIDS pharmaceutical assistance does not need as much, as costs are going down;
- Mental health and outpatient substance abuse spending is below original estimates, because other funding sources are available;
- Residential substance abuse needs more funding, as there are not as many other sources to pay;
- Health insurance premium assistance needs more funding; more clients are now aware of this program and seeking help with insurance payments. 101 Clients are now enrolled and additional funds are needed to cover their payments through February.

Motion was made by Mark Cleveland, seconded by Antoinette Turner, **that the committee recommends the Planning Council reallocate \$213,454 in funding for FY2015.**

Core Medical Services	Reallocation	New Amount
Outpatient Medical Care	179,578	\$1,336,800
AIDS Pharmaceutical	(335,171)	\$ 536,702
Medical Case Management	(54,151)	\$1,397,915
Mental Health	(155,376)	\$ 181,746
Substance Abuse – Outpatient	(47,227)	\$ 11,320
Oral Health	(9,971)	\$ 507,984
Medical Nutrition Therapy	25,348	\$ 87,060
Home & Community Based Health	(6,329)	\$ -0-
Health Insurance Premium	189,845	\$ 397,660
Support Services	Reallocation	New Amount
Non-Medical Case Management	112,028	\$ 246,000
Substance Abuse - Residential	94,318	\$ 284,200
Medical Transportation	5,457	\$ 25,500
Outreach	1,651	\$ 66,000

There was no further discussion. Following a roll call vote, the motion was approved.

J. Bell	Yes		K. Geib	Yes		P. Sampson	Yes
V. Blair	Yes		K. Guthrie	Yes		A. Turner	Yes
M. Cleveland	Yes		H. Kilpatrick	Yes		H. Vaughan **	Yes
G. Coon	Yes		J. Murray	Yes		Z. Urbanski	Yes
S. Ellis *	Yes						

* Voted on behalf of Florida Dept. of Health – Duval County

** Voted on behalf of Lutheran Social Services

❖ *S. Hunter left the committee meeting.*

2016 Process Plan

Chair Guthrie gave a recap of the Process Plan the committee had recommended at their last meeting, which has since been approved by the Executive Committee. The plan outlines the dates of the Public Hearings, and the process by which decisions will be made for funding and priorities. The floor was open for questions; committee members indicated they understood the Plan.

Presentation of Data

Program Manager Deidre Kelley shared with the group information on the 2014 epidemiology data in the TGA (Area 4). There were a few questions and discussions on some of the information.

The Chair distributed a list of core and support services, and asked the agency representatives to briefly describe the services their agency provides, and how their service(s) falls under a specific core or support category. Lutheran, UF Health, JALA, Northwest Behavioral, along with Part 'B', talked about the categories where they provided services.

Based on all the data presented, committee members were ready to set the priorities. **Motion** was made by Justin Bell, seconded by Verlon Blair, **to recommend to the Planning Council that they set the same priorities for FY2016 as last year.** These priorities are:

<u>Core Medical Services</u>	<u>Support Services</u>
Ambulatory/Outpatient Medical Care	Non-Medical Case Management
AIDS Pharmaceutical Assistance	Substance Abuse - Residential
Medical Case Management	Medical Transportation Services
Oral Health	Legal Services
Mental Health	Child Care Services
Substance Abuse - Outpatient	Outreach Services
Health Insurance Premium	Food Bank/Home-Delivered Meals
Medical Nutrition Therapy	
Home and Community-Based Health Services	

There was no further discussion. Following a roll call vote, the motion was approved.

J. Bell	Yes		K. Geib	Yes		P. Sampson	Yes
V. Blair	Yes		K. Guthrie	Yes		A. Turner	Yes
M. Cleveland	Yes		H. Kilpatrick	Yes		H. Vaughan **	Yes
G. Coon	Yes		J. Murray	Yes		Z. Urbanski	Yes
S. Ellis *	Yes						

* Voted on behalf of Florida Dept. of Health – Duval County

** Voted on behalf of Lutheran Social Services

Announcements

- The next Priority & Allocations Meeting will be Thursday, July 9 at 1:45 p.m.

Comments From the Public

None.

Adjournment

The meeting was adjourned at 3:25 p.m.

Actions to be taken by the Planning Council:

- (1) Reallocation of funding for the current year (FY2015)
- (2) Set priorities for FY2016

PKT
RYAN WHITE ACT A FY 2015
REALLOCATION 6/1/2015

	Percent 3/1/2015	Allocation 3/1/2015	Percent 6/1/2015	Reallocation 6/1/2015	Difference 6/1/2015
Funding Available		5,274,488		5,274,488	-
Core Medical Services					
Ambulatory/Outpatient Medical Care	21.94%	1,157,222	25.35%	1,336,800	179,578
AIDS Pharmaceutical Assistance	16.53%	871,873	10.18%	536,702	(335,171)
Medical Case Management	27.53%	1,452,066	26.51%	1,397,915	(54,151)
Mental Health	6.42%	337,122	3.45%	181,746	(155,376)
Substance Abuse - Outpatient	1.11%	58,547	0.21%	11,320	(47,227)
Oral Health	9.82%	517,955	9.63%	507,984	(9,971)
Medical Nutrition Therapy	1.17%	61,712	1.65%	87,060	25,348
Home & Community Based Health	0.12%	6,329	0.00%	-	(6,329)
Health Insurance Premium	3.94%	207,815	7.54%	397,660	189,845
Subtotal	88.58%	4,670,641	84.53%	4,457,187	(213,454)
Support Services					
Non-Medical Case Management	2.54%	133,972	4.67%	246,000	112,028
Substance Abuse - Residential	3.60%	189,882	5.39%	284,200	94,318
Medical Transportation	0.38%	20,043	0.48%	25,500	5,457
Legal Services	3.33%	175,640	3.33%	175,640	-
Outreach	1.22%	64,349	1.25%	66,000	1,651
Child Care	0.35%	18,461	0.35%	18,461	-
Food	0.00%	-	0.00%	-	-
Subtotal	11.42%	602,347	15.47%	815,801	213,454
TOTAL	100.00%	5,272,988	100.00%	5,272,988	-

The Metropolitan Jacksonville Area HIV Health Services Planning Council
will be holding

PUBLIC HEARINGS

To hear from People Living with HIV/AIDS on

- What services they feel should get more money
 - What services can be cut in 2016
- On a scale from 1 to 10 --- what services are most important to PLWHA's, and what's least important

When	Where	Time
Thursday June 11, 2015	PLWHAA Committee Meeting 1809 Art Museum Drive 1st Floor Conference Room Jacksonville, FL 32207	12:00 Noon
Thursday June 25, 2015	Jacksonville Planning Council Meeting 1809 Art Museum Drive 1st Floor Conference Room Jacksonville, FL 32207	4:00 p.m.
Thursday July 23, 2015	Jacksonville Planning Council Meeting 1809 Art Museum Drive 1st Floor Conference Room Jacksonville, FL 32207	4:00 p.m.

Don't miss out on an opportunity to voice your concerns on HIV related issues and services provided.

For more information, please contact the Jacksonville Planning Council at (904) 630-3504,
or email the Council at SSikes@coj.net.

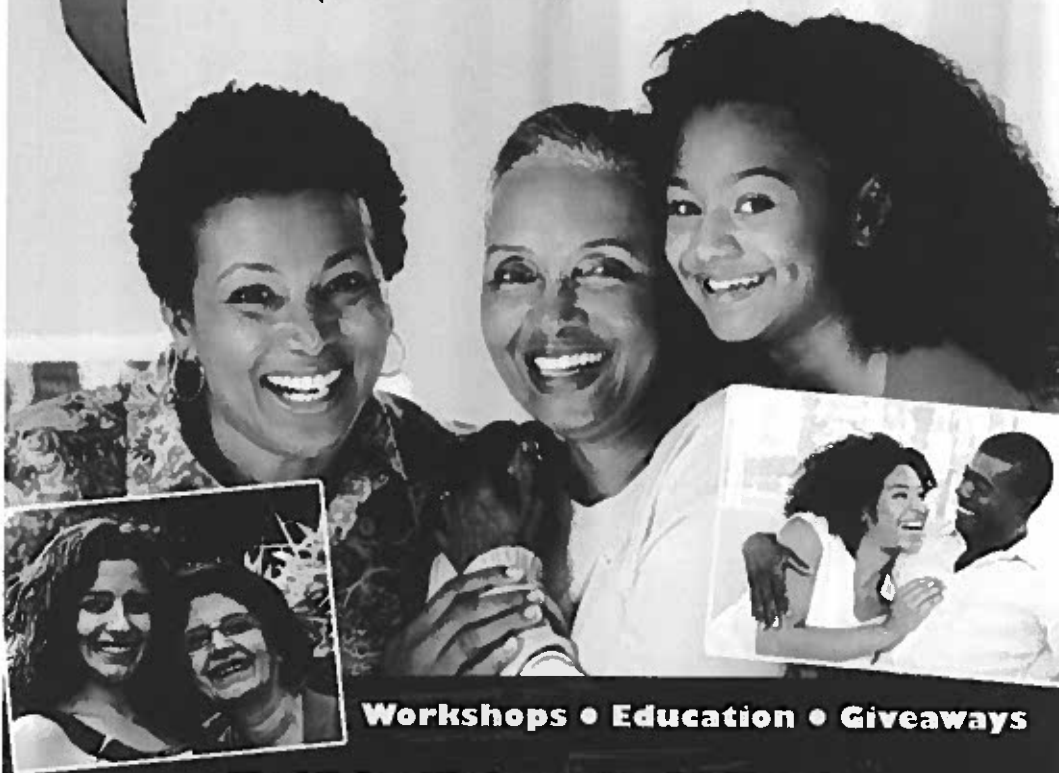
Northeast Florida Women's Awareness Conference (NEFWAC)
Presents

It's A Family Affair

Saturday, June 27, 2015

Registration 8:30 AM Event 9:00 AM - 2:30 PM

Ages 13 and Up • FREE EVENT



Workshops • Education • Giveaways

**West Union Missionary Baptist Church
1605 West Beaver Street, Jacksonville, Florida 32209**

Photo Booth • Lunch • Health Screenings

**For more information contact Torrencia Shiloh at (904) 253-2984.
Register at Eventbrite.com - "NEFWAC It's a Family Affair 2015"**



VITAS NEAN



HELPING HANDS SUPPORT GROUP



You don't have to be HIV+ to need support

Do you have a loved one or friend living with HIV/AIDS?

Do you have questions about HIV/AIDS?

Do you need support in coping with their status or your own?

Affected Community Support Group

2nd Wednesday of Every Month

- 6:00 pm -

Location:

Community Rehabilitation Center (CRC)

623 Beechwood St

Jacksonville, FL 32206

For More information, please call: 904-358-1211 ext 139

Light refreshments will be provided

Sponsored & Developed by

Members of Women, Adolescents, and Children Committee (WAC)