

Ryan  
White

## Metropolitan Jacksonville Area HIV Health Services PLANNING COUNCIL

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

Thursday, February 23, 2017

3:00 p.m.

### **A G E N D A**

CALL TO ORDER ..... Kendall Guthrie  
Moment of Silence

NHAS GOALS ..... Member  
Goal 1: To reduce new HIV infections  
Goal 2: To increase access to care and improve health outcomes for people living with HIV  
Goal 3: To reduce HIV-related disparities and health inequities  
Goal 4: To achieve a more coordinated national response to the HIV epidemic

ROLL CALL ..... Nathaniel Hendley

APPROVAL OF JANUARY 26, 2017 MINUTES ..... Kendall Guthrie

ADMINISTRATIVE AGENCY – PART A REPORT ..... Sandy Arts  
• Presentations

LEAD AGENCY – PART B REPORT ..... Max Wilson

#### COMMITTEE REPORTS:

Executive ..... Page 9 ..... Kendall Guthrie

Pharmacy & Therapeutics ..... Page 13 ..... Ne'Tosha Dopson  
• Recommendation to add naloxone to the Ryan White Formulary  
• Recommendation to remove three medications from the Ryan White Formulary: docusate, eucerin, and florastor

Community Connections ..... Page 15 ..... Veronica Hicks

UNFINISHED BUSINESS ..... Kendall Guthrie

NEW BUSINESS ..... Kendall Guthrie

PUBLIC COMMENTS ..... Members of the Public

ANNOUNCEMENTS ..... All

ADJOURNMENT ..... Kendall Guthrie

MEET and GREET ..... Guests and Members

*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.

Metropolitan Jacksonville Area HIV Health Services  
PLANNING COUNCIL

M I N U T E S

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

Thursday, February 23, 2017

---

**Council Members Present:** Kendall Guthrie (*Chair*), Nathaniel Hendley (*Vice-Chair*), Sharon Hunter (*PLWHA Rep*), Dana Barnes, Michael Bennett, Ne'Tosha Dopson, Veronica Hicks, Terri Mims, Verlon Murray, Beth Parker, Patricia Sampson, Errol Schell, Torrencia Shiloh, Antoinette Turner, Heather Vaughan, and Max Wilson

**Council Members Absent:** Gloria Coon, Christie Mathews, and Ellen Schmitt

**Proxy Pool Present:** Steven Greene and Linda Williams

**Support Staff Present:** Sandy Arts, Sue Andrews, Lourdes Diaz, Mary Martinez, and Sandra Sikes

**Guests:** Sandra Ellis, Cheryl Jones, Walt Morrison, Jerry Murray, Katrina Odell, Ella Russell, Herb Smith, and Vicki Truman

---

**Call to Order**

The Jacksonville Planning Council was called to order at 3:01 p.m. by Chair Kendall Guthrie. Following a moment of silence, Torrencia Shiloh read the NHAS (*National HIV/AIDS Strategy*) Goals.

**Roll Call**

Heather Vaughan took the roll. Proxy Pool members Steven Greene and Linda Williams were both called to the Table and a quorum was declared.

**Approval of Minutes**

Motion was made and seconded to accept the January 26, 2017 Minutes as presented.

**Administrative Agency Report**

Sandy Arts, Program Manager for Part A, reminded everyone of the HRSA site visit coming up April 3-7. We do not have any details yet, but there are discussions about having an Executive Committee meeting on Tuesday April 4, and asking any other Planning Council members who can, to try and make that Executive Committee meeting as well. Very soon more information

will begin to come as details are finalized, so she asked that when Planning Council members get anything in the mail or by email from either her or from Sandy Sikes, to please take the time to read and to respond if a reply is requested. This office will provide information to keep members in the loop, but it's up to each member to read it.

Contracts are coming in for the initial \$2.7 million in allocated funding for FY2017. Last month the Planning Council did a final reallocation of FY2016 funds, taking funds from service categories that were projected to under-spend and moving them to other areas that were anticipating a deficit. The contract amendments connected to these 2016 reallocations should be coming back from our legal office early next week.

Also regarding the FY2016 reallocations, the Council last month voted to move \$20,000 to medical transportation. If you are a client and need transportation, please go through your case manager. If you are an agency and you need transportation for one of your clients, contact Donna Fuchs at NFAN. I know a few of the agencies have already contacted Donna; she is managing our allotment of bus tickets and gas cards.

Sandy then recognized the following Council members with awards:

Verlon Murray - Presented with a plaque acknowledging his 4-year service on the Jacksonville Planning Council.

Errol Schell - Received a *Certificate of Appreciation* for serving as the Women, Adolescents, and Children's Committee Chair.  
Presented with a plaque acknowledging his 13-year service on the Jacksonville Planning Council.

Antoinette Turner - Presented with a plaque acknowledging her 15-year service on the Jacksonville Planning Council.  
Presented with a plaque honoring her service as the 2016 Chair of the Jacksonville Planning Council.

### **Lead Agency Report**

Max Wilson reported that Part B recently had some guidance provided to them by their HRSA Project Officer on the expanded scope of services for Part B; three new service categories are being added. They are: (1) housing assistance, (2) health education and risk reduction, and (3) outreach. At the headquarters level, the plan is to create 20 new positions around the state for linkage and retention coordinators. It is very likely that Area 4 will receive at least one of these new positions. This regional position will be responsible for the verification of linkage and retention, and will have access to all FDOH (Florida Department of Health) data systems including Prism, e-HARS, HMS, state and possibly City of Jacksonville CAREWare.

As soon as this position is created, Max will share more information with the Planning Council. The linkage and retention coordinator will provide capacity assistance, technical assistance, training, etc., for people in Area 4 to do linkage.

On another note, the HIV surveillance reports and slides will no longer be available on the Florida Department of Health's (FDOH) website. If anyone needs Area 4 slides, please contact the AIDS Program Office. The 2016 slides should be out soon.

Max gave an update on PrEP; as of today, JASMYN has enrolled six clients in PrEP over the past five months, meaning that they are now ahead of schedule. FDOH Duval has enrolled seven and they are also ahead of schedule. UF CARES is also enrolling clients in PrEP. St. Johns County recently had its first 'test and treat' client; there are now three counties providing 'test and treat', which is getting people on ARV within 72 hours of their initial diagnosis.

CCC's Pharmacy still has Harvoni in stock. If you know of a Ryan White client who needs treatment for Hep-C, please contact Kiszkie Jones.

The state-wide ADAP Formulary was recently updated and approved. The list was released earlier today and can be found at the following URL:

[http://www.floridahealth.gov/diseases-and-conditions/aids/adap/documents/formulary\\_feb\\_1\\_2017.pdf](http://www.floridahealth.gov/diseases-and-conditions/aids/adap/documents/formulary_feb_1_2017.pdf)

## Committee Reports

### Executive

Kendall Guthrie

The committee met February 7. As a reminder, if you are a committee chair, then you are automatically on both the Executive and Bylaws committees. The next meeting is scheduled for March 7 and it will include training for the officers and committee chairs.

### Pharmacy and Therapeutics

Ne'Tosha Dopson

The committee met February 1. Per Max Wilson's Part B report earlier, there are three Hep-C treatments remaining; the Harvoni they have in stock expires in May.

The committee had two action items to recommend to the Planning Council for approval. The first **recommendation** was to add Naloxone, also called Narcan, to the local formulary. There was no discussion and the Council voted unanimously **to add Naloxone to the Jacksonville Planning Council's Ryan White Formulary.**

The next committee **recommendation** was to remove three drugs from the formulary. There was no discussion and the Council voted unanimously **to remove Docusate, Eucerin, and Florastor from the Jacksonville Planning Council's Ryan White Formulary.**

#### Community Connections

Veronica Hicks

The committee is coming in with a bang, with a new name and a new committee chair. Veronica spoke briefly about Narcan, which was just approved for our formulary; she had shown a short video on this drug during their February 9 meeting. Ed Duda of Gilead presented a program on Genvoya that was very informative. There were several guests in attendance and they participated and gave feedback during Ed's break-out sessions.

#### Unfinished Business:

There was no unfinished business.

#### New Business:

Council was asked to start a conversation about transitioning one of the unaligned Proxy Pool members to the Planning Council. There will only be three unaligned members on March 1, and the Council needs to look at adding more members in this category. Torrencia Shiloh made a **motion from the floor to recommend Linda Williams to the Mayor's Office for appointment to the Planning Council.** The motion was seconded by Veronica Hicks. There being no further discussion, the Council then voted unanimously to recommend Ms. Williams to the Mayor's Office for appointment.

#### PUBLIC COMMENTS

- A question from staff was directed to Max Wilson regarding the Part B Formulary. Max answered that FDOH is still working on finalizing their Part B Formulary, and the indicators are that it will be finalized soon.
- Dr. Barnes has observed that the jail is now at an all-time low for the number of inmates living with HIV, and is at an all-time high for the number of HIV+ inmates who were on ARV's. She credits part of this success to the Jail Link program the Planning Council initiated last year.

- Antoinette Turner expressed her enjoyment in working with everyone on the Planning Council over the years, and looks forward to coming back in two years. She thanked everyone for their support.

## **ANNOUNCEMENTS**

- March 5 – 12 is the National Week of Prayer for the Healing of AIDS. If anyone knows of a church that would like to participate, please contact Torrencia Shiloh.
- Friday, March 10 is National Women and Girls HIV Awareness Day. Again, if you are sponsoring an activity for NWGHAAD, please let Torrencia know.
- April 4 at 2:00 p.m. is Executive Committee meeting with our HRSA Project Officer. All Planning Council members are invited to attend.

## **ADJOURNMENT**

The meeting ended at approximately 3:35 p.m.

**Pages 6, 7, and 8 intentionally blank**

Metropolitan Jacksonville Area HIV Health Services  
PLANNING COUNCIL

EXECUTIVE COMMITTEE

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

Tuesday, February 7, 2017  
Summary of Meeting

---

**Committee Members Present:** Kendall Guthrie (*Chair*), Michael Bennett (*Integrated Comp Plan*), Veronia Hicks (*Community Connections*), and Heather Vaughan (*Priority & Allocations*)

**Support Staff Present:** Sandy Arts and Sandra Sikes

---

### CALL TO ORDER

The meeting was called to order at 3:30 p.m. by Chair Kendall Guthrie. Following a moment of silence, members did self-introductions.

### OFFICER AND COMMITTEE CHAIRS' REPORTS

**Chair:** Kendall stated the Planning Council will meet on February 23. He has appointed chairs to almost every committee; Ne'Tosha will be the chair of Pharmacy and Therapeutics, and the co-chair, Dana Barnes, will attend some of the Executive Committee meetings in Ne'Tosha's absence. Membership and Bylaws committee chairs still remain open. Heather Vaughan then volunteered to chair Bylaws.

Kendall asked the group to let him know if meeting on the first Tuesday of the month was agreeable to everyone. There were no comments made either way on changing the day or time of the Executive Committee meeting.

**Priority & Allocations:** There were two committee meetings in January and the Planning Council approved their recommendations. Heather reported that their next meeting will be in May. Sandy Arts stated that she has a meeting Thursday with CSPEC, for them to review and approve the changes for Priority and Allocations. Sandy mailed out four contract amendments and has already received one back, and a second one is on its way. She has begun working on the Ryan White FY2017-2018 budget and has most of that done, particularly as it relates to converting the percentages approved into actual dollar amounts.

Question came from Michael Bennett on any progress that was made regarding the delinquent provider? Sandy Arts answered that the decision was made to go ahead with that agency and their request.



**Coordination:** Their next meeting will take place in April. Michael made a suggestion to use one name in referring to this committee and to stay consistent with that name. Currently the committee is referred to as Comp Plan, Coordination, Integrated Comp Plan, IHPCP, and Integrated HIV Prevention & Care Plan. He said it was confusing to have the name show up one way in the minutes, another way on the calendar, and yet a third way in emails. Michael suggested using the name 'Integrated Comp Plan Committee' or 'ICPC', and the other Executive Committee members agreed. Sandy Sikes said she would change this on the calendars and emails going forward, but the proper name won't be changed in the bylaws at this time.

**EIIHA:** Committee met January 20. The Occupational Hazard flyer was presented to the committee, but the committee wants more changes made before including the flyer in the booklet. The HIV and Your Practice booklet has been an on-going project for over a year and a half, and is one of their activities listed in the 2016 EIIHA Work Plan as well as in the 2017-2021 Integrated HIV Prevention & Care Plan. We may need to look at dropping the EIIHA Work Plan and replace it with the activities assigned to EIIHA in the Integrated HIV Prevention & Care Plan (IHPCP). That way the EIIHA Committee can focus solely on the activities that they are charged with in the Comp Plan. This will be discussed with the committee at their next meeting on March 17.

**Pharmacy & Therapeutics:** Sandy Arts gave the report. Pharmacy met February 1, and will be recommending the Planning Council add naloxone, or narcan, to the formulary. The committee will also recommend removing three medications that are no longer being prescribed.

**Community Connections:** Veronica announced that their next meeting will be Thursday. Kendall suggested that at one of their upcoming meetings, there be a refresher on Government in the Sunshine laws. Veronica asked about showing the narcan video, and Sandy said she would have the PC set up for the meeting.

**Membership:** A committee chair has not yet been named. Kendall will ask Council members to consider serving on this committee as well.

## **UNFINISHED BUSINESS**

There was no unfinished business.

## **NEW BUSINESS**

- **February PC Agenda:** Members looked over the February 23 Planning Council agenda. Michael suggested that going forward, the member who volunteers to read the NHAS Goals should be asked to stand while reading them. The committee agreed, and Veronica commented that she liked that idea and will do the same in Community Connections, when a member reads aloud their Mission Statement. There were no changes to the agenda.

- **April 3-7:** The HRSA site visit is scheduled for April 3 through 7. Our Project Officer, Andy Tesfazion, initially asked if the Planning Council could meet one day that week. Since that was not possible, Andy then requested to meet with the Executive Committee and any other Planning Council members who would be available. The Executive Committee will meet on Tuesday, April 4, and their meeting time will be moved up to 2:00 p.m., in order to provide as much time as HRSA or the Executive Committee might need.

## **WRAP UP**

**Public Comments:** The University of Florida will be having their HRSA site visit for Parts C and D on March 15 – 17. This is the same structure that Part A will be going through.

**Announcements:** Executive Committee on March 7; training will be 3:00 to 4:00 p.m. and meeting will follow.

The meeting was adjourned at 4:25 p.m.

**COMMITTEE RECOMMENDATION TO THE PLANNING COUNCIL:**      None

Metropolitan Jacksonville Area HIV Health Services  
**PLANNING COUNCIL**

**PHARMACY & THERAPEUTICS COMMITTEE**

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

Wednesday, February 1, 2017  
Summary of Meeting

---

**Committee Members Present:** Dana Barnes (*Chair*), Ne'Tosha Dopson, Sandra Ellis, Frank Emanuel, Tevieca Johnson, C.J. Osburn, and LeMorris Prier

**Support Staff Present:** Sandy Arts and Sandra Sikes

---

### **CALL TO ORDER**

The meeting was called to order at 11:35 a.m. by Committee Chair Dana Barnes. After observing a moment of silence, members and guests introduced themselves.

### **UNFINISHED BUSINESS**

- Update on the Hepatitis C Pilot Program: Sandra Ellis stated that they are near the end of this program; the expiration date on the Harvoni purchased last year is coming up. Sulzbacher Clinic recently referred a patient, and there is enough medication for three more people. Several doctors in the area were aware of this program, but not sure of the details in referring people for enrollment.
- Statewide Formulary: We have not heard anything further from Dr. Beal at the Florida Department of Health regarding this. There was talk that a vote on the motion to approve a statewide formulary for Part B was taking place in January, but nothing definitive. Jacksonville TGA will continue to use their own Part A Formulary.

### **NEW BUSINESS**

- Utilization Reports: The APO submitted a drug utilization report for the Comprehensive Care Center (CCC). This report covered the entire year of 2016 and listed all medications, including the ones where no prescriptions were filled. Members looked over the list, focusing mostly on medications with zero refills during the year, and discussed if there were any that are considered obsolete because they've been replaced by a more improved medicine? A **motion** was made by Frank Emanuel, seconded by LeMorris Prier, to **recommend the Planning Council remove Docusate, Eucerin, and Florastor from its**

**Ryan White Formulary.** There was no further discussion; a voice vote was taken and the motion passed unanimously.

- Adding Naloxone (Narcan) to the Formulary: Dana gave a brief explanation on naloxone. Since this area, among others, has seen an increase in opioid overdoses, the TGA should look at adding naloxone as a covered medication. Frank Emanuel made a **motion**, seconded by LeMorris Prier, **to recommend the Planning Council add naloxone to its Ryan White Formulary.** The floor was open for discussion; following a unanimous voice vote, the motion passed.

## **WRAP-UP**

- There were no public comments.
- Announcements:
  - ♦ If any of your Ryan White clients are complaining of co-pay issues, please ask them to be patient. There is a problem, but it is being resolved.
  - ♦ AHF is accepting Florida Blue insurance plans with the exception of MyBlue.
- This meeting was adjourned at 12:00 p.m.

## **COMMITTEE RECOMMENDATIONS TO THE PLANNING COUNCIL:**

- That the Jacksonville Planning Council remove Docusate, Eucerin, and Florastor from its Ryan White Formulary
- That the Jacksonville Planning Council add naloxone to its Ryan White Formulary

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

Thursday, February 9, 2017

Summary of Meeting

---

**Committee Members Present:** Veronica Hicks (*Chair*), Gloria Coon, Denice Grace, Sharon Hunter, Terri Mims, Verlon Blair-Murray, Jerry Murray, Eric Peeples, Torrencia Shiloh, Rikki Stubbs, Zane Urbanski, and Linda Williams

**Guests:** Ed Duda, Gilead; Max Wilson, DOHD, and Pamela Sanderson, Regents Park, Doug, Betty, and Emily Peterson

**Support Staff Present:** Rona Revels

---

## CALL TO ORDER

The meeting was called to order at noon by Chair Veronica Hicks

## MOMENT OF SILENCE OBSERVED

## MISSION STATEMENT

The mission statement was read by Linda Williams

Our guests introduced themselves to the committee.

A short film was shown about opioid addiction.

Ed Duda from Gilead presented Genvoya. He also provided lunch for the committee members. During the presentation we discussed what needs there are in the community. Education was the response by the majority. They would like to do a train the trainer and that would allow them to go out in the community and "spread the word". DOHD was asked if they could be the trainer. They would like 101 and 500/501. HIV 101 could be done but the 500/501 is a 3 day class.

## OLD BUSINESS

### Auction

Veronica announced that there are 2 silent auction items. One is the Bluetooth speaker that has a minimum bid of \$65 and the painting has a bid of \$80. The painting was to be closed out after the meeting. Everyone was again reminded to bring in auction items. The money is used for Positive Living scholarships.

**Positive Living Conference**

This is the 20<sup>th</sup> anniversary of the conference and the applications are available. The conference will be held September 15 – September 17, 2017. Two names will be drawn for scholarships at the next meeting.

**FCCAPP**

The meeting will be held at Art Museum Drive on February 14<sup>th</sup>.

The meeting was adjourned at 1:45 pm.

# THE JACKSONVILLE PLANNING COUNCIL

# MARCH 2017



Mon	Tue	Wed	Thu	Fri
<p>Events in <b>bold</b> are Planning Council / committee meetings held at Art Museum Dr.</p> <p><b>MEETINGS ARE SUBJECT TO CHANGE.</b> To verify a meeting's start time, or to see if a meeting is still scheduled, contact Planning Council Support at 630-3504 or SSikes@coj.net. Text: 719-3449</p>	<p><b>1</b> 10:00 Membership</p>	<p><b>2</b></p>	<p><b>3</b></p>	
<p><b>6</b></p>	<p><b>7</b> 3:00 Executive Training 4:00 Committee Mtg</p>	<p><b>8</b></p>	<p><b>9</b> 12:00 Community Connections</p>	<p><b>10</b></p> <p>Nat'l Women &amp; Girls HIV/AIDS Awareness Day</p>
<p><b>13</b></p>	<p><b>14</b></p>	<p><b>15</b></p>	<p><b>16</b></p>	<p><b>17</b></p> <p>9:00 Providers' Mtg <b>10:30 EIIHA</b></p>
<p><b>20</b></p> <p>Nat'l Native HIV/AIDS</p>	<p><b>21</b></p>	<p><b>22</b></p>	<p><b>23</b> 3:00 PLANNING COUNCIL</p>	<p><b>24</b></p> <p>HB: Antoinette Turner</p>
<p><b>27</b></p>	<p><b>28</b></p>	<p><b>29</b></p>	<p><b>30</b></p>	

## 2017 Meeting Dates

### JANUARY

3	Executive	3:30
5	W.A.C	10:30
11	Integrated Comp Plan	2:00
12	Community Connections	Noon
12	Priority & Allocation	1:45
20	EIIHA	10:30
23	Priority & Allocation (2)	12:30
26	Planning Council	3:00

### FEBRUARY

1	Pharmacy & Therapeutics	11:30
7	Executive	3:30
9	Community Connections	Noon
23	Planning Council	3:00

### MARCH

1	Membership	10:00
7	Executive (Training & comm mtg)	3:00
9	Community Connections	Noon
17	EIIHA	10:30
23	Planning Council	3:00

### APRIL

04	Executive Committee	2:00
12	Integrated Comp Plan	2:00
13	Community Connections	Noon
27	Planning Council	3:00

### MAY

11	Community Connections	Noon
11	Priority & Allocations	1:45
19	EIIHA	10:30
25	Planning Council	3:00

### JUNE

7	Membership	10:00
8	Community Connections	Noon
8	Priority & Allocation	1:45
22	Executive	3:00
	<i>No Planning Council meeting</i>	

(28)

### JULY

12	Integrated Comp Plan	2:00
13	Community Connections	Noon
13	Priority & Allocation	1:45
21	EIIHA	10:30
27	Planning Council	3:00

### AUGUST

10	Community Connections	Noon
24	Planning Council	3:00

### September

5	Executive	3:00
6	Membership	10:00
28	Planning Council	3:00

### October

11	Integrated Comp Plan	2:00
12	Community Connections	Noon
26	Planning Council	3:00

### November

9	Community Connections	Noon
9	Priority & Allocation	1:45
16	Executive	3:00
	<i>No Planning Council meeting</i>	
17	EIIHA	10:30

### December

6	Membership	10:00
14	Community Connections	Noon
21	Planning Council	3:00