



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

Meeting Date: **3:00 PM - Thursday, February 25, 2016**

CALL TO ORDER Antoinette Turner

MOMENT OF SILENCE

MISSION STATEMENT Member

PARLIAMENTARY POINTERS Ellen Schmitt

ROLL CALL Heather Vaughan

APPROVAL OF JANUARY 28, 2016 MINUTES Antoinette Turner

ADMINISTRATIVE AGENCY – PART A REPORT Deidre Kelley

LEAD AGENCY – PART B REPORT Max Wilson

COMMITTEE REPORTS:

ExecutivePage 7..... Kendall Guthrie

MembershipPage 11..... Kim Geib
• Recommendation that the Planning Council recommend the Mayor move Heather Vaughan from the CBO category to Mental Health Provider.

Voting on Reappointments Kim Geib

W.A.C.Page 13..... Errol Schell

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.

Integrated Comp Plan	Page 15.....	Heather Vaughan
Pharmacy & Therapeutics	Page 17.....	Dana Barnes
<ul style="list-style-type: none"> • Recommendation that the Jacksonville TGA participate in Florida Department of Health's pilot program for Hepatitis C treatment, and to add Harvoni to our formulary only for use as prescribed by the pilot program. • Recommendation that the Jacksonville Planning Council add Pradaxa to their Ryan White Formulary. • Recommendation that the Jacksonville Planning Council add Rocephin to their Ryan White Formulary. 		
PLWHAA	Page 19.....	Gloria Coon
Priority & Allocations	Page 21.....	Heather Kilpatrick
<ul style="list-style-type: none"> • Recommendation that the Jacksonville Planning Council approve allocations for FY2016 		
UNFINISHED BUSINESS		Antoinette Turner
NEW BUSINESS		Antoinette Turner
RECOGNITION OF MEMBERS		Kim Geib
PUBLIC COMMENTS		Members of the Public
For members of the public to address the Planning Council; time limit of 3 minutes; blue card is not required.		
ANNOUNCEMENTS		All
For both Planning Council and members of the public to announce upcoming events or recognize an achievement.		
ADJOURNMENT		Antoinette Turner

Today's greeters are: Gloria Coon and 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 25, 2016

Council Members Present: Antoinette Turner (*Chair*), Kendall Guthrie (*Vice Chair*), Heather Vaughan (*Secretary*), Nathaniel Hendley (*Treasurer*), Gloria Coon (*PLWHA Rep*), Ellen Schmitt (*Parliamentarian*), Dana Barnes, Justin Bell, Michael Bennett, Sheila Broderick, Mark Cleveland, Kim Geib, Denice Grace, Heather Kilpatrick, Terri Mims, Verlon Murray, Beth Parker, Patricia Sampson, Errol Schell, and Torrenia Shiloh

Council Members Absent: Frank Emanuel, Sharon Hunter, Gregory O'Gwinn, Velda Stokes, and Max Wilson

Proxy Members Present: Michael Kyger, and Michelle Handy

Proxy Members Absent: Jim Bernert, Vernard Clinkscales, Janice Murphy, and Annie Youngblood

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

Guests: Rachelle Lyons, Christie Mathews, Jerry Murray, and Katrina Odell

Call to Order

The meeting was called to order at 3:05 p.m. by Chair Antoinette Turner.

Moment of Silence was observed.

Mission Statement

Justin Bell read the Planning Council's Mission Statement.

Parliamentary Pointers

Council Parliamentarian Ellen Schmitt talked briefly about the difference between announcements and public comments. Announcements are brief, usually only one or two sentences, and tell about an upcoming event, meeting, or acknowledgement. Announcements can be made by either Planning Council members or members of the public, upon being recognized by the Council Chair.

Public Comments are a little more formal as they are a commentary, opinion, question, or sharing of information. Public Comments are generally made by the public and directed to the Planning Council as a whole. There is a three minute time limit, but blue cards are not required.

Roll Call

Secretary Heather Vaughan took the roll, and Proxy Pool member Michael Kyger was called to the table and a quorum was declared.

Approval of Minutes

Motion was made and seconded to accept the January 28, 2016 Minutes as presented.

Administrative Agency Report

Deidre Kelley began the Administrative Agency Report by stating that the Part A Office received 80% of their funding for the new grant year. Upon approval of the allocation recommendations of the Priority and Allocations Committee, Dee will secure the Mayor's approval of the individual agency awards and execute contracts. The remainder of the Part A funds is expected by July.

The recommendation of the Priority and Allocations Committee includes the addition of two new support service categories as a result of HRSA's redefining the category of Local Pharmacy Assistance and the addition of a Jail Link Program. With the current Pharmacy Assistance Program, we were providing emergency short-term assistance with the purchase of medications. This assistance is provided when someone has lost their medications for various reasons, are out of medications until their next ADAP or eligibility appointment, or awaiting a Medicaid eligibility determination. HRSA advised that the Planning Council had to prioritize the category "Emergency Financial Assistance" to continue to provide emergency medication assistance. Based on information from our pharmacy providers, the committee is recommending a small amount of funds to this new category to cover emergency short-term assistance.

A recommendation to add transitional housing as a priority is based on the need of some inmates who have no place to live when they are released from jail. Housing assistance would be for no more than three months to give inmates time to find a job or secure some type of dependable income. A small allocation of funding for this category is being recommended until we can get a better idea of what the demand will be. The total cost of the program is budgeted for \$462,200 and includes medical case management, residential substance abuse treatment, and six months of transitional housing.

Earlier this week Deidre Kelley was contacted by Lorraine Wells of the HIV/AIDS Bureau about working on the State integrated prevention and care plan. She agreed to work with the group developing the strategies for the State's goals and objectives, and hopefully this task will be of use to the Jacksonville TGA in developing strategies for our own comprehensive plan.

A notice was recently mailed to you regarding Ethics Training for Boards & Commissions. Ethics training is a requirement of all appointed boards and commission members; however you only need to attend one of the sessions every four years. Please be sure to select the date and time that works best for you; the Part A Office will provide transportation to this training for members who need it. Dee then turned the Agency Report over to Division Chief Johnnetta Moore.

Chief Moore brought the members up-to-date with recent communication the Administrative Agency has had with the Boards and Commissions Director of the Mayor's Office. All appointed Boards and Commissions are being brought into compliance with the City's Ordinance Code and the specific Executive Order they were created under. The Jacksonville Planning Council has two-year terms for its members as stated in their bylaws. Chapter 50 of the Ordinance Code, and a

2014 clarification to Executive Order 94-186 both specify that Planning Council members can only be reappointed once. This means that a member would be appointed for their first term of two years, then could be reappointed a second time, serving a total of four consecutive years. After that, the member would need to sit out a term (currently two years) before reapplying to the Planning Council for a seat in their mandated category. Council members who will term out on February 29, 2016 can agree to continue on the Jacksonville Planning Council until the Mayor appoints their successor. Chief Moore fielded several questions from the members before closing the Administrative Agency's Report.

Lead Agency Report

Sandra Ellis gave the Part B Lead Agency Report in place of Max Wilson. She stated that the treatment of Hepatitis C at CCC has begun; they've enrolled their first candidate this week. Medication supplies remain limited but they will continue to provide treatment for Ryan White eligible clients with no other payer source during the project period. The first Hepatitis C patient has been enrolled at CCC.

The Statewide Integrated Planning Committee is nearly done with the draft Prevention and Part-B (State level) portions of the plan. Hopefully these will be made available to local areas and writing teams sometime this spring. The next PPG/PCPG in April will likely focus on finalizing the full draft.

The Pharmacy program continues toward operation as a regional dispensary.

Committee Reports

Executive

Kendall Guthrie

The committee met in February and committee chairs gave their reports. There were no action items to bring before the Council.

Membership

Kim Geib

The Committee met February 3 and looked at the unaligned ratio. It was at 36%, but expected to drop March 1, when three members roll off the Council. The Committee is looking at selecting greeters for each Planning Council meeting, whose charge will be to meet and welcome guests and returning visitors. This plan will be presented to the Executive Committee for their approval.

Membership Committee presented a **motion that the Planning Council recommend the Mayor move Heather Vaughan from the CBO category to that of Mental Health Provider.** The CBO/ASO category will still have a member remaining, and this will boost the representation in the mental health category. There were no questions or further discussion; a vote was taken and the motion passed.

Kim also recognized the three members who are leaving the Planning Council at the end of their term February 29. A Certificate of Appreciation was presented to each of them:

Mark Cleveland, who served from 2002 to 2016

Velda Stokes, who served from 2007 to 2016

Justin Bell, who served from 2011 to 2016

Voting on Reappointments

Kim Geib

Ballots for 2016 reappointments were distributed to Council members, and then collected and counted. The results were announced by the Parliamentarian at the end of the meeting. The following members will be recommended to the Mayor for reappointment:

Dana Barnes

Nathaniel Hendley

Sharon Hunter

Torencia Shiloh

Heather Vaughan

Max Wilson

If reappointed, these members will serve a two-year term ending February 28, 2018.

Women, Adolescents, and Children (W.A.C.)

Errol Schell

The committee met February 4 and welcomed Nathaniel Hendley as a guest. Several members participated at a health fair Saturday, February 20 at The Legend Center. The health fair was sponsored by Delta Sigma Theta Sorority. The committee is still trying to nail down a date to host the Oakwood Villas health fair.

Continuum of Care Coordination (*Integrated Comp Plan*)

Heather Vaughan

Integrated Comp Plan Sub-Committee met February 4. Dee and Max shared epidemiology information and reviewed the HIV Continuum of Care for the Jacksonville TGA. The entire committee worked on Goal #3, and a lot of ideas were discussed. Their next meeting will be March 3, and the committee will begin working on strategies.

A meeting for the Eligibility Sub-Committee has been called to discuss raising the insurance premium assistance. Eligibility will also meet on March 3, just before the Integrated Comp Plan meeting. A reminder was made that if you are a member of the Integrated Comp Plan Sub-Committee, you are also a member of Eligibility.

A meeting of the committee was called for February 10, in order to discuss a Hepatitis C pilot program, and the possibility of adding two additional medications to the local Ryan White Formulary. Max Wilson informed the group of the Hep-C pilot program the Florida Department of Health is doing in South Florida, and Dr. Jeffrey Beal of FDOH has invited the Jacksonville TGA to participate in a similar pilot project. Selected Ryan White patients who are co-infected with Hepatitis C, would receive a 12-week treatment of Harvoni. Patients selected would be on a first-come, first-served basis, and other criteria would need to be met. The CCC Pharmacy would be the facility dispensing the medication. The Pharmacy and Therapeutics Committee made the **recommendation that the Jacksonville Planning Council participate in Florida Department of Health's pilot program on Hepatitis C treatment, and to add Harvoni to their local formulary only for use as prescribed by the pilot program.** Dr. Barnes answered a few questions from Council members; there being no further discussion, the motion was voted on and passed.

The Pharmacy and Therapeutics Committee **recommended that the Planning Council add Pradaxa to the local Ryan White Formulary.** Dr. Barnes briefly explained the uses for Pradaxa; there being no further discussion, the motion was voted on with 20 in favor and 1 opposed (Cleveland). The motion passed.

The Pharmacy and Therapeutics Committee **recommended that the Planning Council add Rocephin to the local Ryan White Formulary.** There being no discussion, the motion was voted on and passed.

PLWHAA

Gloria Coon

Committee met February 11; announcements included Dining Out For Life, which is scheduled for April 28, and a Players by the Sea play called 'Mothers and Sons.' Janet Kitchens is sponsoring a project that several PLWHAA members are involved with. They are making knitted plastic grocery bag purses, and members who help out with this project will get transportation to the Oasis Conference in September. Gloria shared some of the topics that members would like to have covered in their meetings this upcoming year; they include PrEP, medication adherence, life and health insurance, and Aging and HIV to name a few.

Committee thanked everyone who has donated an item to be auctioned off; the current item is a beautiful red bowl. All proceeds go to the Positive Life Conference Scholarship (Oasis).

Priority and Allocations

Heather Kilpatrick

Committee heard about the Jail Link program; approximately \$462,000 is being requested to get Jail Link up and running on the Part A side. Part B is currently funding several positions inside the Duval County Jail, including case management. Upon release of the PLWHA, they will be assigned a

temporary case manager who will assist the PLWHA with reapplying for eligibility, obtaining a 30-day supply of HIV medications, assisting with mental health and substance abuse counseling, if needed, and connecting them to permanent case management.

There was also some discussion on the emergency financial assistance category and HRSA's Notice #16-02.

The Priority and Allocations Committee **recommended the Jacksonville Planning Council approve the funding allocations for 2016.** The allocations are described in more detail below:

CORE MEDICAL Services

	Allocation 2/11/16	Jail Link 2/11/16	Total Reallocation 2/11/16
Ambulatory/Outpatient Medical Care	1,061,704		1,061,704
AIDS Pharmaceutical Assistance	370,600		370,600
Medical Case Management	1,429,072	99,000	1,528,072
Mental Health	150,277		150,277
Substance Abuse – Outpatient	11,861		11,861
Oral Health	768,032		768,032
Medical Nutrition Therapy	136,648		136,648
Home & Community-Based Health	5,000		5,000
Health Insurance Premium	418,800		418,800
Sub-total:	4,351,994	99,000	4,450,994

SUPPORT Services

	Allocation 2/11/16	Jail Link 2/11/16	Total Reallocation 2/11/16
Non-Medical Case Management	127,150		127,150
Substance Abuse – Residential	---	313,200	313,200
Medical Transportation	25,500		25,500
Legal Services	175,640		175,640
Outreach	83,552		83,552
Child Care	6,860		6,860
Food	-0-		-0-
Emergency Financial Assistance	40,092		40,092
Transitional Housing	---	50,000	50,000
Sub-total:	458,794	363,200	821,994

TOTAL:	4,810,788	462,200	5,272,988
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There was no discussion; a roll call vote was taken and the motion passed.

D. Barnes	Yes	D. Grace	Yes	E. Schell	Yes
J. Bell	Yes	K. Guthrie	Yes	E. Schmitt	Yes
M. Bennett	Yes	H. Kilpatrick	Yes	A. Turner	Yes
S. Broderick	Yes	T. Mims	Yes	H. Vaughan	Yes
M. Cleveland	Yes	V. Murray	Yes	M. Kyger (<i>Proxy</i>)	Yes
G. Coon	Yes	B. Parker	Yes	T. Shiloh (<i>For FL Dept. of Health – Duval</i>)	Yes
K. Geib	Yes	P. Sampson	Yes		

Unfinished Business

- There was no unfinished business.

New Business

- There was no new business.

Public Comments

- There were no public comments.

Announcements

- Mark Cleveland expressed his appreciation to all the members of the Planning Council, and said he has enjoyed his time on the Council.
- Verlon Murray announced that the CCC Advisory Board will be hosting the Peaches Phillips Banquet on October 29. CCC is asking for sponsors to help support the banquet.
- World AIDS Day Committee is having a fundraiser at Hamburger Mary's on March 7.
- Justin Bell announced that several panels from the AIDS Memorial Quilt are being shown at the Players-By-The-Sea theatre during their run of 'Mothers and Sons'.
- Justin also thanked the Planning Council and everyone who has been involved with the Council for their work over the years.
- Torrenca Shiloh reminded everyone that March 10 is National Women and Girls HIV/AIDS Awareness Day. If anyone is planning to do an event, please email the information to Torrenca.
- Antoinette announced that she will be out for two months due to surgery.

Adjournment

The meeting was adjourned at 4:25 p.m. by Chair Antoinette Turner.


Antoinette Turner, Chair


Heather Vaughan, Secretary

AT/HV:ss

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 for Tuesday, February 2, 2016

Committee Members Present: Kendall Guthrie (*Vice-Chair*), Heather Vaughan (*Secretary*), Nathaniel Hendley (*Treasurer*), Ellen Schmitt (*Parliamentarian*), Dana Barnes (*Pharmacy & Therapeutics*), Kim Geib (*Membership*), Heather Kilpatrick (*Priority & Allocations*), and Errol Schell (*W.A.C.*)

Support Staff Present: Sandra Sikes

CALL TO ORDER

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

MOMENT OF SILENCE OBSERVED

OFFICERS' REPORTS

Parliamentarian: Ellen stated that there is still some confusion between public comments, announcements, and old business. Public comments are generally for the public to address an issue or pose a question to the Planning Council; there is a three-minute time limit, and the person makes the comment from the podium. Announcements can be made by anyone; are usually brief statements about an upcoming event or announcing an accomplishment, and can be made from the floor.

Ellen offered to spend a couple of minutes at the beginning of each Planning Council meeting to go over some point of parliamentary procedures with the Council. She would take a word or a phrase and go over how that would be used in a meeting, i.e. 'word of the day.' The Executive Committee agreed and this will be added to the Council agenda starting in February. Kendall suggested adding 'what is a public comment' and 'what is an announcement' to the back of the agenda, so members could refer to it.

COMMITTEE CHAIRS' REPORTS

Women, Adolescents, and Children:

- ♦ Invited to a health fair February 20 at The Legend Center. Committee will decide at their meeting Thursday if they will participate.

Membership:

- Meeting is scheduled for tomorrow morning. Kim and Nathaniel need to meet regarding transition.
- Nathaniel will discuss the survey he recently sent out in connection with the Youth Feasibility Study.
- Committee will review members coming up for reappointment, and make their recommendation.
- Committee will do a hands-on exercise calculating the unaligned ratio.
- Committee will also look at recommending Heather Vaughan being moved to the Mental Health Provider category.

Pharmacy & Therapeutics:

- Next meeting will be February 10 at 1:00 p.m. and the topic is adding Anticoagulants to the formulary.

Question on Hep-C medication may come up again. There is a pilot program going on in South Florida, and Area 4 might be able to do a similar program. Max reports that there is some money that can be used, and we may be able to use similar criteria that South Florida is using in selecting candidates for the program.

Coordination Committee:

- Committee meets Thursday at 2:00 p.m. and will go over epi data and work on Goal #3.

Priority & Allocations:

- Will be meeting February 11 at 1:45 p.m.

EIHA:

- Committee Chair has not been selected; their next meeting will not be until March 18.
- At their January meeting, the committee started on their 2016 Work Plan, which will focus on youth.

Bylaws:

- No meetings are currently planned.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS

There was no new business.

STAFF REPORT

- Officers' Training was set for Tuesday, March 1 at 2:30 p.m.
- Still signing up members of the public to the various committees. When finished, will update and distribute committee rosters to each of the chairs.
- Explanation on PLWHAA Committee being supported by RW Part B staff, and the other committees are supported by Part A staff.

- Reappointments will be discussed tomorrow during Membership Committee meeting. There are eleven members up for reappointment. Sandy polled the Executive Committee to get their feelings on whether the Planning Council, during their February 25 meeting, should get copies of the Reassessment Forms and have the opportunity to ask questions of any of the members seeking reappointment. Questions could pertain to their attendance, their involvement in HIV community events, or their answers to the reappointment questions. There was a lot of discussion among the committee, and they eventually agreed to let the Membership Committee make recommendations of members for reappointment.
- Bylaws Committee will look at putting language in the bylaws that addresses the reappointment process.

ANNOUNCEMENTS

- On Friday, February 5 from 4:00 to 8:00 at the Peck Center in Fernandina, the Minority AIDS Program and CREED and D.O.H. will be doing testing and screening.
- Sunday is National Black HIV/AIDS Awareness Day.
- Local Quilt Chapter has been displaying the AIDS Memorial Quilt panels around different venues in town.

ADJOURNMENT

The meeting was adjourned at approximately 4:50 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 for Wednesday, February 3, 2016

Committee Members Present: Kim Geib (*Chair*), Gloria Coon, and Antoinette Turner

Committee Members Absent: Nathaniel Hendley and Sharon Hunter

Support Staff Present: Sandra Sikes

CALL TO ORDER

The meeting was called to order at 10:10 a.m. by Chair Kim Geib.

MOMENT OF SILENCE OBSERVED

UNALIGNED RATIOS

Committee did a training exercise to calculate the current unaligned ratio, and the anticipated unaligned ratio as of March 1. Committee looked at Planning Council members and the mandated categories they represent. Currently there are 25 members, and the Council's unaligned ratio is at 36.0%.

Over the next couple of meetings, the Membership Committee will look over its responsibilities and set up a timeline to make sure it is meeting them. Mentorship and Greeters were also discussed, and the committee would like to select its members and the members of the Executive Committee to handle the role of Greeters at Planning Council meetings. This would be done on a rotating basis, and each month two or three people would be assigned; their duties would be to welcome members and especially guests to the meeting. When the Council meeting is adjourned, the greeters would gather in the outer hallway and thank guests for coming, and invite them to future meetings. Names of that month's greeters would be listed on the Planning Council agenda. Kim will bring this up with the Executive Committee.

It was noted that three Planning Council members have decided not to apply for reappointment: Velda Stokes, Mark Cleveland, and Justin Bell. A letter and certificate will be presented to them, and also to Eric McBride. Kim requested that a line item be added to the Planning Council agenda when a member is leaving the Council, in order for the member to be properly recognized.

FEASIBILITY STUDY

An update on the study will be presented next month.

UNFINISHED BUSINESS

Recruitment efforts for Hispanic members will be discussed next month.

NEW BUSINESS

Reappointment of Planning Council members: Committee reviewed Reassessment Tools on eleven members and agreed to recommend all eleven to the Planning Council for another two-year term. Those members are:

Dana Barnes
Gloria Coon
Frank Emanuel
Nathaniel Hendley
Sharon Hunter
Heather Kilpatrick

Errol Schell
Torrencia Shiloh
Antoinette Turner
Heather Vaughan
Max Wilson

Motion was made by Gloria Coon, seconded by Antoinette Turner, **to recommend moving Heather Vaughan from the CBO category to Mental Health Provider.** There was no further discussion and the motion passed.

PUBLIC COMMENTS

No public comments

ANNOUNCEMENTS

No announcements

ADJOURNMENT

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

ACTION REQUIRED BY PLANNING COUNCIL:

- That the Planning Council recommend the Mayor move Heather Vaughan from the CBO category to Mental Health Provider.
- Planning Council to vote on recommending eleven members for reappointment to the Council.

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 for Thursday, February 4, 2016

Committee Members Present: Errol Schell (*Chair*), Gloria Coon (*Co-Chair*), LaTanya Adkins, Valerie Bozeman, Tasha Brundge, Bonita Drayton, Audrey Gardner, Terri Mims, Ella Russell, and Alfreda Telfair

Guest: Nathaniel Hendley

Support Staff Present: Sandra Sikes

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Chair Errol Schell.

MOMENT OF SILENCE OBSERVED

SELF-INTRODUCTIONS BY MEMBERS

UNFINISHED BUSINESS

- ♦ Delta Sigma Theta Sorority Health Fair: Committee agreed to participate at this health fair at The Legend Center on February 20. Those volunteering are: Tasha Brundge, Gloria Coon, Bonita Drayton, Audrey Green, Ella Russell, and Alfreda Telfair.
- ♦ Oakwood Villas: Audrey Green was unable to get with Oakwood Villas about scheduling a health fair. As an alternative, she suggested several members go the next time UF Rainbow has a scheduled event at Oakwood. Audrey will get with Bonita or Joe Mims and find out when they are going, and she will advise the committee.
- ♦ Children's Home Society: Gloria just received their contact information a few days ago and will get in touch with Children's Home Society to see if they are looking for help in setting up a health fair, or just looking for participants.

NEW BUSINESS

- ♦ Give-a-ways and signage for W.A.C. table: Sandy brought out the give-a-ways we have on hand. It included band-aid holders, fans, whistles, and other small items. Ella took the bulk of the material and will divide it up for the health fairs. These items will need to last for the rest of 2016.

- ♦ National Women & Girls HIV/AIDS Awareness Day: Thursday, March 10 is NWGHAAD and Gloria suggested members ask around to see if any of the Ryan White agencies (*UF, LSS, AHF, NFAN, etc.*) have something planned. If so, then the committee can work with that agency on NWGHAAD.
- ♦ Nathaniel Hendley stated that as a Planning Council officer, he is visiting all the committees to find out more about what each one does. He asked for members' thoughts on their committee's mission, which is *to address issues related to women, adolescents, children, and family-oriented HIV care*. Nathaniel encouraged the group to take ownership of their mission. He suggested the committee might want to look at coordinating a family conference, a week-end retreat, or even a summer camp for youth. Members responded that one of the major drawbacks would be funding, but Nathaniel reminded everyone that there are funding opportunities in our area, but people have to be approached, and they have to know exactly what the money would be used for.

Errol asked Sandy to get information from the City of Jacksonville to see if there would be any problems in the W.A.C. committee seeking donations, or to hold a fund-raising event in the name of the city.

PUBLIC COMMENTS

There were no public comments.

ANNOUNCEMENTS

- ♦ Alfreda's church is having their annual 'Take It To The Street' event on March 24. Location will be Franklin at 1st Street from 12:00 to 3:00 p.m. If anyone has clothing (adult or children) to donate, please contact Alfreda, or bring clothing in to the next W.A.C. meeting on March 3.
- ♦ Remember Denice Grace, who was admitted to the hospital yesterday.

ADJOURNMENT

The meeting was adjourned at approximately 9:30 a.m.

ACTION REQUIRED BY PLANNING COUNCIL: None.

CONTINUUM OF CARE COORDINATION COMMITTEE

Integrated Comp Plan Sub-Committee

Ryan White Part A and Part B Programs

Social Services Division

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



Summary of Meeting for Thursday, February 4, 2016

Committee Members Present: Heather Vaughan (*Chair*), Justin Bell, Michael Bennett, Gloria Coon, Bonita Drayton, Sandra Ellis, Audrey Gardner, Kim Geib, Brian Hopkins, Dee Kelley, Christie Mathews, Joe Mims, Todd Reese, Pat Sampson, Torrenia Shiloh, Herb Smith, Cindy Watson, Graham Watts, and Max Wilson

Guests: Sandy Arts and Antoinette Turner

Support Staff Present: Sandra Sikes

CALL TO ORDER

The meeting was called to order at 2:00 p.m. by Chair Heather Vaughan.

MOMENT OF SILENCE OBSERVED

ROLL CALL WAS TAKEN

WORK PLAN TIMELINE

Dee Kelley updated the timeline.

OVERVIEW OF EPI DATA

Dee Kelley gave a power-point presentation on the epidemiology of HIV in this area, and also reviewed the HIV Continuum of Care. The epidemiology data reviewed was from 2014, and is the most current information we have.

Cindy Watson requested a specific breakdown on the epi data as it relates to Black MSM's in certain age groups. Dee will request this from the Florida Department of Health.

WORK ON GOAL 3

Heather led the committee in coming up with goals and strategies for Goal #3.

ANNOUNCEMENTS

ADJOURNMENT

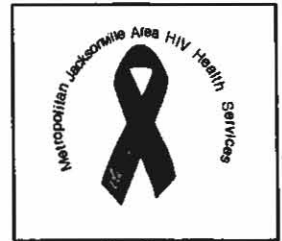
The meeting was adjourned at approximately 4:00 p.m.

PHARMACY and THERAPEUTICS COMMITTEE

Ryan White Part A and Part B Programs

Social Services Division

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



Summary of Meeting for Wednesday, February 10, 2016

Committee Members Present: Dana Barnes (*Chair*), Frank Emanuel (*Co-Chair*), Sandra Ellis, and Jeffrey Lauer

Guests: Max Wilson and Sandy Arts

Support Staff Present: Deidre Kelley and Sandra Sikes

CALL TO ORDER

The meeting was called to order at 1:10 p.m. by Chair Dana Barnes.

MOMENT OF SILENCE OBSERVED

UNFINISHED BUSINESS

Hepatitis C medications: Max shared with the committee that Dr. Jeffrey Beal of the Florida Department of Health has invited the Jacksonville TGA to participate in a pilot program regarding Hepatitis C treatment. The Department of Health – Duval County will implement a similar pilot program that could accommodate a few Ryan White patients who are co-infected with Hepatitis C; patients would be selected on a first come-first serve basis. There would be other criteria to meet, such as the patient could not have cirrhosis of the liver, or advanced liver disease.

The CCC Pharmacy and Clinic would be the one treating patients for Hep-C and dispensing the medication; patients from other providers, i.e. UF Rainbow and AHF, would be routed to CCC for their Hep-C treatments. Dr. Lauer expressed some concern about sharing medical records of AHF patients who go to the CCC Clinic for Hep-C treatment. Max said there is multiple funding sources for this pilot program, and it would not all hit at the same time, but instead the funding would be coming in on a rotating basis. Funding would come primarily from Part B funds, and some Part A funds would also be used. Patients can be placed on a waiting list until the next round of funding comes in. Harvoni is the medication the pilot program recommends; it is a once-daily pill taken for 12 weeks.

A **motion** was made by Frank Emanuel, seconded by Sandra Ellis, **to participate in Florida Department of Health's pilot program on Hepatitis C treatment, and to add Harvoni to our formulary only for use as prescribed by the pilot program.** Following discussion, a vote was taken and the motion passed. Jeffrey Lauer abstained from the vote.

Max suggested that the Pharmacy and Therapeutics Committee meet again in about six months to evaluate the program.

NEW BUSINESS

Addition Of New Drugs To The Formulary: Members discussed adding another anticoagulant to the formulary and compared and reviewed three possible additions: Pradexa, Xarelto, and Eliquis. A **motion** was made by Frank Emanuel, seconded by Sandra Ellis, **to add Pradaxa (Dabigatran) to the Ryan White Formulary**. No further discussion and the motion passed.

The committee next reviewed the antibiotic Ceftriaxone (Rocephin). Frank Emanuel made a **motion**, seconded by Sandra Ellis, **to add Rocephin to the Ryan White Formulary**. After a brief discussion a vote was taken and the motion passed.

Since the committee will be meeting several times this year, it was agreed they needed a co-chair. Frank Emanuel was selected by acclamation as Pharmacy and Therapeutics Committee Co-Chair.

PUBLIC COMMENTS

No public comments

ANNOUNCEMENTS

No announcements.

ADJOURNMENT

The meeting was adjourned at approximately 1:40 p.m.

ACTION REQUIRED BY PLANNING COUNCIL:

- Recommendation that the Jacksonville TGA participate in Florida Department of Health's pilot program for Hepatitis C treatment, and to add Harvoni to our formulary only for use as prescribed by the pilot program.
- Recommendation that the Jacksonville Planning Council add Pradaxa to their Ryan White Formulary.
- Recommendation that the Jacksonville Planning Council add Rocephin to their Ryan White Formulary.

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 for Thursday, February 11, 2016

In Attendance: Gloria Coon (*Chair*), Torrencia Shiloh (*Co-Chair*), Debbi Carter, Delmar Esannason, Mary Glenn, Veronica Hicks, Sharon Hunter, Denise Jackson, Michael Kyger, Terri Mims, Jerry Murray, Janice Murphy, Verlon Murray, Beth Parker, Zane Urbanski, Charlie Taylor, Antoinette Turner, Charles Wilkerson, Vernard Clinkscales, Latanya Adkins, Michelle Handy, Thomas Washington, Richard Proctor, Justin Bell, Shireathia Robinson, Teresa Rudolph.

The PLWHAA Committee meeting was **called to order at 12:00 p.m.** by Chair Gloria Coon. Following a **moment of silence**, Denise Jackson read the **Mission Statement**:

Our mission is to educate, advocate, support and empower all PLWHAA (People Living with 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.

Denise took the roll and guests were recognized and encouraged to think about joining this committee. There were no public comments, but there were **several announcements**:

- Beth Parker promoted the annual Dining Out for Life program which begins on April 28, 2016. Encouraged the members to suggest restaurants that might be interested in participating in the event.
- Players by the Sea will present a production called, "Mother's and Sons" on February 12, 2016 at 8pm in Jacksonville Beach. A special quilt will be displayed at this event. Further information contact Justin Bell or Michael Kyger.
- N4L is under new management through NFAN. Continue to bring items for donations.
- Torrencia asked members to send announcements with flyers in advance to herself or Gloria, for distribution in the Agenda packet each month. Also to **remember the sick and shut-ins**; Jim Bernert is at home and Selene Pickens and Denice Grace are in the hospital. Committee members put their February entries in the box for the OASIS drawing later in the year.

- Torrencia reminded the group about the **"Ouch Rule"** and Gloria reiterated the **"Quiet Zone"** rule during meetings. The current auction item, a full length beveled mirror and the bid is now up to \$95.00. If no one else places a bid before close of this meeting, then it will go to Latanya Adkins. March auction item is a beautiful decorative bowl. New auction items are needed for future months.
- Presentation by Janice Murphy on the ministry of Women on a Mission. Birthdays recognized were Gloria Coon, Debbi Carter, and Selene Pickens.

Old Business

Entry tickets for attendance, outreach and conference call which spoke about a Janet Kitchens project with knitted plastic grocery bag purses. Janet will provide transportation to the conference before the Positive Living Conference in September to the individual that donated the most bags for the Jacksonville area. The more projects members participate in, the more tickets accumulated for the drawing for the Positive Living Conference in September. Teresa Rudolph volunteered to have the bags brought to her at AHF.

New Business

2016 Ryan White Anonymous Needs Assessment survey was distributed and members were encouraged to complete if they have not previously done so. Torrencia encouraged all members to attend meetings regularly to be kept abreast of events.

Topics for 2016 were suggested as follows:

- Aging and HIV
- HEP-C
- PrEP
- Life Insurance
- Health Insurance
- ACA/Medicaid
- Medication adherence
- HIV and Mental Health
- Patient medication changes (Gilead)

Meetings and Outreaches

February 17, 2016 at the Wells Fargo Community Building 2nd floor at noon, a follow-up with Janet Kitchens on the plastic bag project and other items. Thanks to Women on a Mission for their outreach participation. Torrencia encouraged all members to participate in outreach efforts. Next outreach efforts are February 20, 2016 at the Legends Center, and March 12th for a Health Fair at Christine Cove.

The scheduled program was the Jeopardy Game. Asked that a letter to grocery stores be sent to Denise Jackson to be submitted for the Janet Kitchens Project.

There being no further business, the meeting was adjourned at 1:30 p.m.

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 for Thursday, February 11, 2016

Committee Members Present: Heather Kilpatrick (*Chair*), LaTanya Adkins, Dana Barnes, Justin Bell, Michael Bennett, Gloria Coon, Sandra Ellis, Kendall Guthrie, Jerry Murray, Verlon Murray, Patricia Sampson, Halima Scurry, Torrencia Shiloh, Antoinette Turner, Zane Urbanski, and Heather Vaughan

Absent: Debbi Carter, Mark Cleveland, Vernard Clinkscales, Todd Reese, and Shaundia White

Guests: Ne'Tosha Dopson, Veronia Hicks, Rachelle Lyons, and Richard Proctor

Support Staff Present: Deidre Kelley and Sandy Sikes

Call to Order

The meeting was called to order at 1:45 p.m. by Chair Heather Kilpatrick.

Moment of Silence was observed

Self-Introductions

Members introduced themselves and the agencies they were affiliated with.

Public Comments

There were no public comments.

Jail Link Program

Several meetings have taken place over the past two months regarding an interest in starting a new Jail Link program for PLWH's who will be released from the Duval County Jail. A written synopsis was attached to today's agenda and Deidre Kelley presented the overall process of how the Jail Link program is expected to operate. An assessment will be done just prior to the PLWH's release. The jail typically provides a three-day supply of medications upon release of inmates, but Dr. Barnes offered to write a 30-day prescription, which would give the PLWH time to reapply for eligibility and get relinked to care before running out of meds.

Finding transitional housing and assessing substance abuse or mental health counseling will be a need for some PLWH's being released. Dee suggested the committee allocate funds to transitional housing and substance abuse – residential, in order to meet those needs.

Allocation of Funding for FY2016

Members received copies of the spreadsheet showing percentage and dollar amounts for each of the core and support service categories. Copies of HRSA's Policy Clarification Notice #16-02 were also distributed, and members were directed to the section regarding emergency financial assistance. The

Administrative Agency is requesting funds be moved in order to fund the Jail Link program. Torrencia Shiloh made a **motion**, seconded by Jerry Murray, **to recommend the Planning Council approve the funding allocations for 2016**. After brief discussion a vote was taken and the motion passed.

CORE MEDICAL Services

	Allocation 2/11/16	Jail Link 2/11/16	Total Reallocation 2/11/16
Ambulatory/Outpatient Medical Care	1,061,704		1,061,704
AIDS Pharmaceutical Assistance	370,600		370,600
Medical Case Management	1,429,072	99,000	1,528,072
Mental Health	150,277		150,277
Substance Abuse – Outpatient	11,861		11,861
Oral Health	768,032		768,032
Medical Nutrition Therapy	136,648		136,648
Home & Community-Based Health	5,000		5,000
Health Insurance Premium	418,800		418,800
Sub-total:	4,351,994	99,000	4,450,994

SUPPORT Services

	Allocation 2/11/16	Jail Link 2/11/16	Total Reallocation 2/11/16
Non-Medical Case Management	127,150		127,150
Substance Abuse – Residential	---	313,200	313,200
Medical Transportation	25,500		25,500
Legal Services	175,640		175,640
Outreach	83,552		83,552
Child Care	6,860		6,860
Food	-0-		-0-
Emergency Financial Assistance	40,092		40,092
Transitional Housing	---	50,000	50,000
Sub-total:	458,794	363,200	821,994

TOTAL:	4,810,788	462,200	5,272,988
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Announcements

- Waiting List is now open to apply for HUD vouchers. This is for people who want to get on the waiting list for HUD – Section 8 housing.
- March 10 is National Women & Girls HIV/AIDS Awareness Day. Please send Torrencia an email if your agency or group is planning an event for NWGHAAD.

Adjournment

The meeting was adjourned at 2:30 p.m.

Actions to be taken by the Planning Council:

To recommend the Planning Council approve the allocations for FY2016 as presented.

**METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES
PLANNING COUNCIL
2016**

Planning Council Chair:	Antoinette Turner (c) 450-2827 turner93223@gmail.com
Planning Council Vice-Chair:	Kendall Guthrie (o) 244-4424 Kendall.guthrie@jax.ufl.edu
Secretary: & Coordination Chair	Heather Vaughan (o) 739-7016 HVaughan@lssjax.org
Treasurer:	Nathaniel Hendley (o) 253-1167 Nathaniel.hendley@flhealth.gov
PLWHA Representative: & PLWHAA Chair	Gloria Coon (c) 442-4221 Gloria.coon@comcast.net
Parliamentarian: & Bylaws Chair	Ellen Schmitt (c) 707-1990 eschmitt@bmcjax.com
Priority & Allocations Chair:	Heather Kilpatrick (o) 356-8371 ext. 360 Heather.kilpatrick@jaxlegalaid.org
W.A.C. Chair:	Errol Schell (o) 255-8223 eschell@coj.net
Pharmacy & Therapeutics Chair:	Dana Barnes (o) 630-7412 Dana.barnes@jaxsheriff.org
Membership Chair:	Kim Geib (o) 530-6804 Kim.geib@flhealth.gov
EIIHA Chair:	Open

RYAN WHITE OFFICE

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(Dr. Graham Watts)

<https://qualityinservice.com>

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Max Wilson
253-2985 max.wilson@flhealth.gov

Denise Jackson
253-2590 denise.jackson@flhealth.gov

Sandra Ellis
253-2986 sandra.ellis@flhealth.gov

ELIGIBILITY

UF Rainbow

244-2120

Florida Dept. of Health

253-1040

Dental (to make appointments)

253-1287

Planning Council COMMITTEES

PLWHAA (People Living with HIV/AIDS and the Affected Community)

(11 x year)

The mission of this committee is to educate, advocate, support, and empower all PLWHA's in Northeast Florida. This planning body focuses on raising awareness by way of high impact prevention strategies, and to help with 'getting to zero' in our area.

This committee is open to people living with HIV/AIDS, to those who have been affected by HIV in some way, and to those health care providers and agencies assisting PLWHA's.

PLWHAA Committee meets the 2nd Thursday of every month (except September), from Noon to 1:30 p.m.

2016 Committee Chair is Gloria Coon.

Gloria.coon@comcast.net

Women, Adolescents, and Children

(10 x year)

This committee is commonly referred to as 'WAC'; their purpose is to address the issues of women, adolescents, children, and family oriented care. Each year, WAC members join forces with area agencies in promoting HIV Testing Day events (June 27). The committee is also involved in various health fairs and presentations to local churches and apartment complexes. The committee is looking toward their next frontier: getting access to our local public schools to provide information on HIV prevention.

WAC Committee meets at 9:00 a.m. on the 1st Thursday of every month, except July and December.

2016 Committee Chair is Errol Schell.

Eschell@coj.net

Priority and Allocations

(4 x year)

This committee establishes service priorities and allocations to Part 'A' services' categories. In addition, they regularly assess the efficiency of the administrative agency in rapidly allocating/reallocating funds, and provides input to the Planning Council as a whole.

Priority & Allocations (P&A) usually meets during the months of May, June, and July. An additional one to two meetings a year is usually called when a funding reallocation is needed. Scheduled meetings take place at 1:45 p.m. on the 2nd Thursday of the month, when a meeting is called.

2016 Committee Chair is Heather Kilpatrick.

Heather.kilpatrick@jaxlegalaid.org

Pharmacy and Therapeutics

This committee reviews the Ryan White Formulary, adding or deleting approved medications. The committee **only meets as needed**; usually only once or twice a year. Scheduled meeting dates will be at the discretion of the Chair, with consideration to the majority of the committee members.

2016 Committee Chair is Dr. Dana Barnes.

Dana.barnes@jaxsheriff.org

Bylaws

This committee's charge is to review and update the Council's bylaws and policies and procedures. Bylaws should be reviewed once a year. The Planning Council or any of its committees may also request the Bylaws Committee to meet and review a particular bylaw or policy & procedure, or to make recommendations for a new procedure. This committee **meets as needed**, and scheduled meeting dates would be at the discretion of the Chair, with consideration to the majority of their members.

2016 Committee Chair is Ellen Schmitt. eschmitt@bmciax.com

Membership

(9 x year)

This committee handles the membership needs of the Planning Council. Committee members recruit and interview potential Council members for all mandated categories; verify that the Council is meeting its unaligned ratio requirement; and that membership reflects the demographics of the epidemic in Region 4. The Membership Committee conducts the annual nominating process for Council officers, verifying that candidates are eligible to run for office per our bylaws, and conducts the election. The final responsibility of this committee is to review Planning Council members who are reapplying for another term to the Council.

This committee **generally meets 10:00 a.m. on the first Wednesday of the month**, approximately nine times a year. 2016 Committee Chair is Kim Geib. Kim.geib@flhealth.gov

Coordination (*includes Integrated Comp*)

This serves as a communication link coordinating Ryan White Part A and B services. This committee has three subcommittees:

- Joint Eligibility: reviews and make recommendations regarding eligibility for Ryan White services in this area;
- Needs Assessment: identifies needs and the barriers to care for individuals affected by HIV;
- Integrated Comprehensive Planning: oversees the development and implementation of the comprehensive plan for the Jacksonville TGA for inclusion to the state's integrated plan 2017-2021.

The Integrated Comp Plan sub-committee meets 2:00 p.m. on the first Thursday of each month through July. Other Coordination subcommittees meet as needed.

2016 Committee Chair is Heather Vaughan. HVaughan@lssjax.org

EIIHA

(6 x year)

The EIIHA Committee (*Early Identification of Individuals with HIV/AIDS*) focuses on facilitating rapid case identification and barrier-free linkage to ambulatory HIV/AIDS care for individuals living in Region 4. This committee looks at providing tools that can assist in the identification of persons who do not know their HIV status or who are out of care and provide the means to link them to health and support services.

The EIIHA Committee meets at **10:30 a.m. on the third Friday of odd-numbered months** (Jan. 15, Mar. 18, May 20, July 15, Sept. 16, and Nov. 18). Contact the Planning Council office for details: SSikes@coj.net.

The Jacksonville Planning Council



MARCH 2016



Mon	Tue	Wed	Thu	Fri
MEETINGS ARE SUBJECT TO CHANGE. To verify a meeting's start time, or to see if a meeting is still scheduled, contact Planning Council Support at 630-3504.	1 2:30 Exec (Officer & Chair Training)	2 10:00 Membership	3 9:00 W.A.C. 1:30 Eligibility - NEW! 2:00 Integrated Comp Plan	4
7	8	9	10 10:30 Advocacy Council 12:00 PLWHAA <i>Nat'l Women & Girls HIV/AIDS Awareness Day</i>	11
14	15	16	17	18 9:00 Providers Mtg 10:30 EIIHA
21  <i>Nat'l Native HIV/AIDS Awareness Day Mar. 20</i>	22	23	24 3:00 PLANNING COUNCIL HB: Antoinette Turner	25
28 HB: Sheila Broderick March 27	29	30	31	Events in bold are Planning Council / committee meetings held at Art Museum Dr.



THE JACKSONVILLE PLANNING COUNCIL

APRIL 2016



Mon	Tue	Wed	Thu	Fri
<p>Events in bold are Planning Council / committee meetings held at Art Museum Dr.</p> <p>MEETINGS ARE SUBJECT TO CHANGE. To verify a meeting's start time, or to see if a meeting is still scheduled, contact Planning Council Support at 630-3504.</p>				<p>1</p> <p>HB: Frank Emanuel April 2</p>
4	<p>5</p> <p>3:30 Exec</p>	<p>6</p> <p>10:00 Membership</p>	<p>7</p> <p>9:00 W.A.C.</p> <p>2:00 Integrated Comp Plan</p>	<p>8</p> <p>HB: Sharon Hunter April 10</p>
11	12	13	14	<p>15</p> <p>9:00 Providers Mtg</p>
18	<p>19</p> <p>HB: Kendall Guthrie</p>	20	21	22
25	26	27	<p>28</p> <p>3:00 PLANNING COUNCIL</p> <p><i>Dining Out for Life</i></p>	29

