

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL

Ryan White Part A and Part B Programs
Behavioral and Human Services Division
1809 Art Museum Drive, Suite 100

Corrected Minutes

May 24, 2012

4:00 p.m.

Members Present:

Frank Emanuel, Chair	Leon Green
Alfreda Telfair, Vice-Chair	Elaine Mathews (Phone)
Heather Kilpatrick, Secretary	Eric McBride
Patricia Sampson, Treasurer	Jacquelyn Nash
Antoinette Turner, PLWHA Representative	Sharon Peterson
David Andress, Parliamentarian	Tabitha Robinson
Justin Bell	Errol Schell
Gloria Coon	Ellen Schmitt
Kerry Dunlavey (Phone)	Melissa Scites
Ken Fields	Velda Stokes
Kimberly Geib	Annie Youngblood

Members Absent:

Minerva Bryant	Tammy Morris
Mark Cleveland	Carolyn Patterson
Paul LaBonte	

Proxy Members Present:

Nathaniel Hendley	Marion Merritt
Sharon Hunter	

Proxy Members Absent:

Edward McDonald

Staff Present:

Deidre Kelley	Mary Martinez
Sue Andrews	Sandy Sikes

Guests:

Michael Bennett	Ca'Ree Hymon
Bill Brim	Terri Mims
Gloria Ealey	Rona Revels
Dejuan Eberhardt	Teresa Rudolph
LaTonya Franklin	Justin Sanders
Gloria Hanania	

- I. Meeting Called to Order Frank Emanuel**
The meeting was called to order at 4:02 p.m. by Chair Emanuel.

- II. Moment of Silence Public/Members**
Chair Emanuel asked for a moment of silence to be observed for individuals who have died of HIV/AIDS, for those living with and affected by the disease, and for everyone experiencing other emotional, psychological, and physical issues.
- III. Call to the Table..... Frank Emanuel**
Chair Emanuel called the Planning Council’s newest member to the table: Tabitha Robinson.
- IV. Roll Call.....Heather Kilpatrick**
Secretary Kilpatrick called the roll and a quorum was declared. Proxy members Nathaniel Hendley and Marion Merritt were called to the table.
- V. Comments.....Council Members**
There were none.
- VI. Approval of April 26, 2012 Minutes..... Frank Emanuel**
Motion made and seconded to accept the Minutes as presented; motion was passed.
- VII. Administrative Agency.....Deidre Kelley**
The Administrative Agency reported that the Comprehensive Plan was completed and submitted to HRSA on May 21, and copies will be distributed to the Planning Council next month. Thank you to the Comprehensive Planning Committee members for their hard work in getting this plan completed and submitted on time.

The Priority and Allocations process begins next month and three Public Hearings will be scheduled in June.

Richard Standifer with Bristol-Myers-Squibb will be meeting with members of the PLWHA Committee and other interested parties after today’s Planning Council meeting to begin peer navigator training.

We have recently been informed of major changes to the State of Florida AIDS Insurance Continuation Program (AICP). Those changes directly affect persons who are eligible for Medicaid and/or Medicare and copies of the March 22, 2012 Memo from Robert Sandrock, AICP Director for the State of Florida, have been distributed to our members. The following is a recap of what we have learned so far:

- There are 30 AICP clients in our TGA who are affected by this change.
- Current AICP clients with Medicaid and/or Medicare must disenroll from AICP by June 30, 2012.
- AICP clients who become eligible for Medicaid and/or Medicare any time after July 1, 2012 must be disenrolled from AICP within 60 days.
- Clients who are currently on Medicare Part A but not Part D have 60 days after their private insurance lapses to enroll in Part D.
- Current clients who are eligible for Medicare Part A but not enrolled in Part D must enroll in the program by January 2013 to begin receiving benefits July 1, 2013.
- Project SHINE is available to assist in finding the best plan for individuals.
- Clients applying for Medicaid or Medicare can apply for ADAP and the pharmacy assistance program ‘Well Vista’ until the Medicaid or Medicare coverage takes effect.
- For more information, please contact Beth Parker at 356-1612 or Francia Alcala at 305-592-1452, ext. 121.

VIII. Committee Reports

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

The Executive Committee met May 1 and the report is on page 4. There were no actions required.

Women, Adolescents, and Children Committee **Errol Schell**

The Committee met on May 3 and the report is on page 5. There were no actions required.

PLWHA Committee **Justin Bell**

The PLWHA Committee met on May 10, 2012. Report is on page 7. There were no actions required.

IX. Unfinished Business..... **Members**

There were none.

X. New Business..... **Members**

There were none.


XI. Announcements..... **Members/Public**

There were no announcements.

XII. Adjournment..... **Frank Emanuel**

The meeting was adjourned at 4:20 p.m.

Respectfully Submitted,



Frank Emanuel, Chair



Heather Kilpatrick, Secretary

HK:SS

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

May 1, 2012 4:00 p.m.

The following Planning Council officers and staff were present:

Frank Emanuel, Chair
Alfreda Telfair, Co-Chair
Heather Kilpatrick, Secretary

Antoinette Turner, PLWHA Representative
Sandra Sikes, Staff

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

Old Business – There was no old business.

New Business:

Review Planning Council Committee Meetings – Sandy Sikes reviewed the schedule of Planning Council Committee meetings for May with Executive Committee members.

Applicants to Planning Council sub-committees – The Executive Committee reviewed applications of individuals wishing to serve on sub-committees. All five were applying for the PLWHA Committee: Marv Armbruster, J. E. Bernert, Joe Lourcey, Paul Williams, and William Woodle. Motion was made and seconded to accept these applications; motion voted on and approved.

Paul LaBonte – Reviewed Paul's attendance record over the past eleven months. Executive Committee will mail a card and a letter to Paul.

Mentors for New Members – Discussed whether the Executive Committee would assign mentors to new Planning Council members to assist them in getting acclimated. It was decided that doing an Orientation class would achieve the same results and staff was asked to conduct an Orientation for its newest members.

Training for Co-Chairs - Sandy outlined tentative plans to conduct additional training for Co-Chairs. This training would focus on conducting meetings, role-playing, and duties and responsibilities of the Co-Chairs. Executive Officers provided suggestions on what they would like to see incorporated in these training sessions and to look at having some type of written procedures to assist the Co-Chairs in their duties.

Announcements – None.

Adjournment: The meeting was adjourned at 4:40 p.m.

Action to be taken: None.

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

Women, Adolescents and Children Committee

9:00 a.m. May 3, 2012

Summary of Meeting

The following members and staff were present: Errol Schell, Mark Cleveland, Shelly De la Rosa, Bonita Drayton, John Essex, Kiszzi Jones, Helen Mundy, Carolyn Patterson, Tabitha Robinson, Alfreda Telfair, Antoinette Turner, Heather Vaughan, Kimyata Whaley, Sandy Sikes, and guests Justin Sanders (LSS) and Cathy DuPont (NE FL Healthy Start Coalition). Chair Errol Schell called the meeting to order at 9:00 a.m. and led members in a moment of silence to remember those infected and affected with HIV/AIDS.

Introductions: All members introduced themselves.

Unfinished Business:

Update on W.A.C. Calendar of Events and Event Planner: This was covered in the National HIV Testing Day event discussions.

Discussion on National Testing Day event: Notes pertaining to the committee's discussion are on the attached page.

New Business:

None

Suggestions for Next Agenda:

- Finalize plans for National HIV Testing Day - June 27

Announcements:

- A photographer will be at the June meeting to take photos of the committee to send to the Times Union

Meeting Adjourned: As there was no further business to conduct, the meeting was adjourned at 9:40 a.m.

ACTION REQUIRED: None.

Gateway will provide a testing room in one of their store fronts. We should have fans and a thermometer for the testing room to make sure the room is comfortable.

Alfreda – reported that Gateway now says **we cannot have a grill** there to cook hot dogs. Alfreda said she can cook the hot dogs at home and bring them in, using an electric roaster to keep them warm. Mark Cleveland said that if the issue is having a permit, that we should look into getting a permit for this event, or perhaps getting an annual permit. Shelly De la Rosa said she would ask someone in Legal Aid if us getting a permit was feasible, and what would be needed.

Mark asked if there was a back-up plan in case we cannot use the electric roaster at Gateway, and Alfreda said she will contact Mr. Jackson at Gateway to verify that we can bring in the roaster and use an electrical outlet there. She will check to see if the real issue here is that Gateway does not want their own food vendors to have competition with us giving away free hot dogs.

The hours we requested from Gateway were 10:00 a.m. to 7:00 p.m. June 27. Consensus was that we run the event from Noon until 7:00 p.m., and have volunteers arrive by 11:00 a.m. to set-up. Rainbow will be there to do testing from Noon to 4:00 p.m. River Region has been contacted and agreed to also send a testing van to Gateway. They will be contacted again to see if they could be there from 3:00 to 7:30 p.m.

We need a sign-up list of people who are volunteering and what hours they want to work. Sandy Sikes to ask for volunteers to sign up in her May 7 email to Planning Council and committee members.

Alfreda has located a company who will donate 100 tee-shirts. The committee decided on the phrase, ‘Don’t Stress – Take the Test’ to print on the tee-shirts. Color of tee-shirts was not decided on. Tee-shirts will be given to the volunteers to wear that day and also given out to people who are tested that day.

Mark suggested that we make a sign that explains to people what to do with the tickets we give them. Tickets are to be taken to each vendor table to be marked, so we will know that attendees have visited the various vendors. Heather Vaughan countered that instead of a sign, perhaps we can have a greeter on hand who will explain the process to people as they receive their ticket. There will be blood pressure and cholesterol screening done at Gateway that day as well; Alfreda is coordinating these vendors. Bonita Drayton stated that Wednesday were busy clinic days for her office and asked if another agency could step in to do testing; Kimyata Whaley of Community Rehab Center said her agency could do this and she also suggested that we get in touch with AHF and see if they want to participate.

Publicity – Alfreda said that she is having someone at our June meeting who will take several pictures of the committee and will submit them to the Times Union for publicity regarding the testing event.

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

PLWHA Committee
12:00 p.m. May 10, 2012
Summary of Meeting

The following members and staff were present: Justin Bell (Co-Chair), Eric McBride (Co-Chair), David Andress, Marvin Armbruster, Virginia Baker-Williams, J. E. Bernert, Gloria Coon, Sharon Hunter, LaTonya Franklin, Mary Glenn, Velda Stokes, Antoinette Turner, William Woodle, Zane Urbanski, Mary Martinez, and Sandra Ellis. Guests present were: Verlon Blaire, Lavale Green, Sean Hammond, Jerry Murray, and Lailah Pollard.

Co-Chair Justin Bell called the meeting to order at 12:12 p.m. and Velda Stokes led members in a moment of silence to remember those infected and affected with HIV/AIDS. Gloria Coon read the Mission Statement.

Introductions: All members introduced themselves.

Unfinished Business:

Review of 2012 Goals: One change made last month, Mary Glenn asked that her name be removed from Goal #6. The group should vote it on. Motion made and accepted to make the requested change. David Andress asked that a status line be added to the goal review document to keep the members updated on the status of each goal.

Membership Recruitment: Membership packets continue to be distributed and recent function, applications have been received and will be reviewed on Sandra Sikes return from her vacation. Additional packets are ready for anyone needing to replenish their stock.

World AIDS Day (WAD) Committee Update: Zane Urbanski reported that there would not be a Connections Conference this year as part of World AIDS Week activities. An assessment survey will be conducted throughout the community to determine the needs related to the educational needs of PLWHAs

New Business: Richard Standifer will return to be at the NFAN Luncheon on May 25 as well as a Peer Navigator training after the Planning Council meeting on May 24.

Announcements:

Sharon Hunter attended the NAPA Conference in San Antonio, Texas.

Gloria Coon attended an adolescent & youth conference in Los Angeles.

Mary Glenn attended a training called "Common Threads", open to African American women to train in presentations of their HIV experience.

David Andress announced the Faces of HIV exhibit would be at Gateway on Friday, May 11 and the Riverside Arts Market on Saturday, May 12.

Other announcements are as follow:

May 19 National Asian & Pacific Islander HIV/AIDS Awareness Day

May 24 Peer Navigator Meeting at 5:00 PM, following Planning Council Meeting

June 12 WAD Meeting at Jacksonville Urban League at Noon

June 27 National HIV Testing Day

June 27 Noon to 7:00 p.m. Women, Adolescents, and Children's Committee Event at Gateway Town Center

Meeting Adjourned: As there was no further business to conduct, the meeting adjourned at 1:15 p.m.

ACTION REQUIRED: NONE.