



# 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: **4:00 PM - Thursday, July 24, 2014**

Call to Order ..... Ellen Schmitt

Moment of Silence

Mission Statement ..... Member

Roll Call ..... Patricia Sampson

Approval of June 26, 2014 Minutes ..... Ellen Schmitt

Administrative Agency – Part 'A' Report ..... Deidre Kelley

Lead Agency – Part 'B' Report ..... Max Wilson

Public Comments ..... General Public

### Committee Reports

- PLWHAA Page 7 Torrencia Shiloh
- Priority & Allocation Page 11 Kendall Guthrie  
Motion to approve the allocations for FY2015  
Motion to reallocate the excess funds from FY2013
- EIHA Page 15 Max Wilson
- Bylaws Page 17 Heather Kilpatrick
  - Motion to approve the Leave of Absence Policy.
  - 1<sup>st</sup> Reading of proposed changes to Bylaws Article IV, Section 8, regarding the steps when applying for Council membership.
  - 1<sup>st</sup> Reading of proposed changes to Bylaws Article VI, Section 2, which will allow the Planning Council Vice-Chair to serve as a committee chair.
  - 1<sup>st</sup> Reading of proposed changes to Bylaws Article V, Section 1, which will add committee chairs as voting members of the Executive Committee.

### 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 disease.

- 1<sup>st</sup> Reading of proposed changes to Bylaws Article VI, Section 1, describing how committee chairs will be selected, and establishing their role on the Executive Committee.
- 1<sup>st</sup> Reading of proposed changes to Bylaws Article X, Section 1, describing how committee co-chairs will be selected.

- Executive  
Annie Youngblood – Leave of Absence  
Gloria Ealey – Proxy Pool

Page 27

Kim Geib

Unfinished Business ..... Ellen Schmitt

- 20<sup>th</sup> Anniversary Dinner

New Business ..... Ellen Schmitt

- None

Announcements ..... Members

Adjournment ..... Ellen Schmitt



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, July 24, 2014

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

**Council Members Absent:** Eric McBride, Velda Stokes, Alfreda Telfair, and Heather Vaughan

**Proxy Members Present:** Jim Bernert

**Proxy Members Absent:** Gloria Ealey

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

**Guests:** Michael Bennett, Nancy Dahl, Kenneyra Davis, Janice Murphy, Jerry Murray, and Frank Sealy

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### Call to Order

The meeting was called to order at 4:01 p.m. by Chair Ellen Schmitt.

### Moment of Silence

Chair Schmitt 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.

### Roll Call

Secretary Pat Sampson took the roll. Proxy Pool member Jim Bernert was called to the table; a quorum was declared.

Chair Schmitt noted that one name was not called during the roll, that of Mark Cleveland who recently resigned. The Chair recognized Mark and his service to the Jacksonville Planning Council for the past twelve years by presenting him with a plaque.

### Approval of Minutes

A motion was made and seconded to accept the June 26, 2014 Minutes as presented. The motion was carried.

## **Administrative Agency Report**

Part 'A' Program Manager Deidre Kelley advised that it was time once again for the Planning Council to evaluate the Part A Administrative Agency. The evaluation will be reported in the grant application. The areas of evaluation include:

- (1) providing you with information to make decisions in prioritizing services and allocating funds,
- (2) converting total dollars from percentages approved by the Planning Council,
- (3) securing funds to meet the needs of persons living with HIV/AIDS,
- (4) meeting specific recommendations for service delivery,
- (5) awarding funds according to priorities established by the Planning Council,
- (6) awarding funds and executing contracts,
- (7) effectiveness in monitoring fiscal and programmatic compliance of service providers,
- (8) effectiveness in providing service providers with appropriate information to resolve programmatic and fiscal problems,
- (9) providing technical assistance training to Planning Council members and service providers, (10) effectiveness in communicating and reporting difficulties associated with changes in regulations to Planning Council members, and
- (11) effectiveness in promoting professional interaction and good working relationships among staff, service providers, consumers, and Planning Council members.

The following is a review of staff activities for the past year. The first area to be evaluated is priority setting and resource allocation, and each year staff provides training to members of the Priority and Allocations Committee.

Another area is our effectiveness in securing funds to meet the needs of persons living with HIV/AIDS. In the past 19 years, we have written grants and been awarded \$96 million dollars. For the current fiscal year, we received an additional \$400,000 in funding based on receiving a score of 97 on the competitive grant application.

We continue to meet specific recommendations for services established by the Planning Council in targeting special populations and communities including minorities, women, infants, children, and outlying counties. For fiscal year ending February 28, 2014, the Ryan White Network served a total of 5,658 persons living with HIV/AIDS in the 5 county area that includes Baker, Clay, Duval, Nassau and St. Johns Counties.

All service providers are monitored at least one time during the grant year. If a service provider is found to be out of compliance with their contract, they are required to develop a corrective action plan with a date of completion, which often calls for additional monitoring visits and technical assistance provided for by the Administrative Agency.

Finally, for the past year the Administrative Agency has provided the Planning Council with information regarding enrollment into Affordable Care Act health insurance exchanges and helped to develop a policy assisting PLWHA with health insurance premiums and medical visit co-payments.

We hope you feel that the Agency has done a good job for you, and if there are areas that need improvement, please let us know.

### **Lead Agency Report**

Max Wilson, Area 4 HIV/AIDS Prevention Coordinator, shared the following information on Part 'B':

- Part 'B' funding remained level as compared to last year.
- The CDC is coming out with new definitions in defining AIDS cases. There will be no separate definition for children any longer; all ages will be grouped together. Also, the CD4 count will be higher when determining an AIDS diagnosis. This went into effect January 1, 2014 and will probably impact 2014 figures when they are released next year.
- The APO contacted local Part 'C' and Part 'D' providers regarding conversations with ADAP.
- Dr. Sterts was recently hired as the full-time dentist with the Dental Clinic on King Street. She will be working there five days a week.
- Mitch Marcus will be leaving the Florida Department of Health in a few months.
- There were a number of events around Area 4 for National HIV Testing Day, and together they made this the most successful year in memory. Over 760 people were tested and there were 7 reactivities. Max thanked everyone who was involved in these testing events.

### **Public Hearing/Comments**

- Verlon Blair announced that the BCCC Advisory Board is looking for vendors for their H.O.P.E. Picnic on Saturday, September 27.
- Mark Cleveland spoke regarding a problem he encountered with the new doctor at BCCC. Mark's prescription was expiring and he was told the new doctor would not renew it. Mark's complaint is that the doctor denied continuing medication that a patient had been using for a year, without seeing the patient.

### **Evaluation Forms**

The Evaluation Form for the Part 'A' Administrative Agency was distributed to the members, and later collected and turned in to the Program Manager.

### **Committee Reports**

#### **PLWHAA**

*Nathaniel Hendley*

The committee met on July 10 and updated their 2014 action plan. Darrell McDaniel was a guest and he spoke about N4L, Necessities for Living. PLWHAA Committee has started a donation box where they'll be collecting items for N4L, and that box will be available during the meetings of all committees. The committee is also planning another fundraiser in a few months.

## Priority and Allocations

*Kendall Guthrie*

The committee met July 10 and worked on assigning percentages to the list of priorities they recommended in June. These percentages will represent dollars next year to sixteen core and support services. A **motion** was made by Frank Emanuel, seconded by Torrenca Shiloh, to **approve the allocations for FY2015.**

CORE	Allocation	SUPPORT	Allocation
Ambulatory/Outpatient Medical Care	33.43	Non-Medical Case Management	5.18
AIDS Pharmaceutical Assistance	13.00	Substance Abuse – Residential	2.75
Medical Case Management	23.46	Medical Transportation Svcs	0.38
Oral Health	7.85	Legal Services	2.54
Mental Health	5.37	Child Care Services	0.27
Substance Abuse – Outpatient	0.85	Outreach Services	0.93
Health Insurance Premium	3.01	Food Bank/Home-Delivered Meals	0.00
Medical Nutrition Therapy	0.89		
Home & Community-Based Health Services	0.09		

Following a roll call vote, the motion for FY2015 allocations was approved.

Dana Barnes	Yes	Kendall Guthrie	Yes	Errol Schell	Yes
Justin Bell	Yes	Heather Kilpatrick	Yes	Ellen Schmitt	Yes
Verlon Blair	Yes	Gregory O'Gwinn	Yes	Antoinette Turner	Yes
Gloria Coon	Yes	Sharon Peterson	Yes	Max Wilson *	Yes
Frank Emanuel	Yes	Roberto Polanco	Yes	Annie Youngblood	Yes
Kim Geib	Yes	Pat Sampson	Yes	Jim Bernert (PP)	Yes

\* Max Wilson voted on behalf of the Florida Department of Health – Duval County.

The committee was also advised of an excess of approximately \$81,600 from FY2013. The committee discussed which services they would like this excess applied to for the current year, and are making a recommendation to the Planning Council. A **Motion** was made by Justin Bell, seconded by Errol Schell, to **reallocate the \$81,600 carry-over from last year to the following service categories for FY2014: Medical Case Management in the amount of \$48,600; Residential Substance Abuse in the amount of \$30,000; and Medical Transportation Services in the amount of \$3,000.** These amounts are approximate and may change slightly when the final figures are totaled. There was no further discussion; a roll call vote was taken and the motion passed.

Dana Barnes	Yes	Kendall Guthrie	Yes	Errol Schell	Yes
Justin Bell	Yes	Heather Kilpatrick	Yes	Ellen Schmitt	Yes
Verlon Blair	Yes	Gregory O'Gwinn	Yes	Antoinette Turner	Yes
Gloria Coon	Yes	Sharon Peterson	Yes	Max Wilson *	Yes
Frank Emanuel	Yes	Roberto Polanco	Yes	Annie Youngblood	Yes
Kim Geib	Yes	Pat Sampson	Yes	Jim Bernert (PP)	Yes

\* Max Wilson voted on behalf of the Florida Department of Health – Duval County.



## EIHA

*Max Wilson*

The committee met last week. This meeting was more in the style of a work-shop meeting as we expanded the work plan of one of the sub-groups. Discussion was on how we focus on populations that are not easily reached, and we're learning that the traditional brick and mortar is not as effective as it once was. Evolving technology is changing the way people meet and socialize, and our outreach has to change to better our target audience.

## Bylaws

*Heather Kilpatrick*

- Bylaws Committee had a busy meeting on July 1. They reviewed and made changes to the draft of a Leave of Absence Policy that had been sent to them by the Nominating Committee. A **motion** was made by Justin Bell, seconded by Errol Schell, **to approve the Leave of Absence Policy.**

The discussion that followed focused on whether the leave would only be for the member's medical condition, or if it could be expanded to cover family needs or a family medical condition as well. **Motion** was made by Heather Kilpatrick, seconded by Max Wilson, **to amend the original motion, changing the first bullet item to read, "A Leave of Absence may be granted when a Planning Council member's serious health problem prevents them from participating in Planning Council and committee meetings."** There was no further discussion and a vote was called on the amendment. There were 12 in favor of the amendment, 7 opposed, and no one abstained; the amendment passed.

Next the membership voted on the amended motion, which was a **vote to approve the Leave of Absence Policy as amended with the changes** that specified a leave is tied exclusively to the Planning Council member's own health problem. The result of this vote was 7 in favor, 9 opposed, and no abstentions. Therefore, the amended motion failed.

- Heather read the proposed bylaws changes to Articles IV, V, VI, and X and opened the floor for any questions or discussions. She also reviewed changes to P&P 2006-01; these changes will be voted on along with the bylaws changes at the next Planning Council meeting.

## Executive

*Kim Geib*

The Vice Chair outlined the work the committee accomplished during their July meeting. The officers are making an effort to assist in recruiting unaligned PLWHA members to the Proxy Pool. The unaligned ratio and the Council's demographics were also examined. The Council Chair mailed two letters over the past several weeks to Gloria Ealey, regarding Gloria's membership in the Proxy Pool, but no response was received. A **motion** was made by Kim Geib, seconded by Justin Bell, **to remove Gloria Ealey from the Planning Council's Proxy Pool.** A voice vote was taken; there were no nays and no abstentions; the motion was passed.

### **Unfinished Business**

The Executive Committee has selected Taste Buds as the caterer for the 20<sup>th</sup> Anniversary Dinner which will be Friday, November 7 at UF Health's Tower. Menu will be stuffed chicken breast and stuffed Portobello mushrooms.

### **New Business**

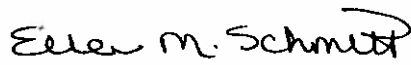
As PLWHA Representative, Justin reminded the Council that our current unaligned ratio is at 33%, which is the minimum level required. It is imperative that all Ryan White agencies come forward and suggest good, viable candidates for our unaligned consumer category. Until this ratio is safely over the minimum, the Planning Council will not be able to add new candidates to any other category.

### **Announcements**

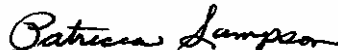
- Remember to bring your donations for the N4L box.
- Nominating Committee thanks everyone who attended the Reappointment class earlier this afternoon.

### **Adjournment**

The meeting was adjourned at 5:30 p.m. by Chair Ellen Schmitt.



Ellen Schmitt, Chair

  
Patricia Sampson, Secretary

ES/PS:ss





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, July 10, 2014

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**Committee Members Present:** Nathaniel Hendley (*Co-Chair*), Torrencia Shiloh (*Co-Chair*), Bill Brim, J. B. Bryant, Gloria Coon, Sharon Hunter, Yolanda Kellam-Carter, Gregory O'Gwinn, Sharon Peterson, Roberto Polando, and Antoinette Turner

**Support Staff Present:** Denise Jackson and Sandy Sikes

**Guests:** Justin Bell, Wayne Campbell, and Darrell McDaniel

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### Call to Order

The meeting was called to order at 12:05 p.m. by Co-Chair Nathaniel Hendley.

### 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

Gloria Coon 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

#### Program

Darrell McDaniel spoke about a new non-profit he recently started, called Necessities for Living, or N4L. He is seeking product donations and monthly financial contributions to meet the needs of the community. \$20.00 per month can provide necessities for up to five individuals. PLWHAA Committee will coordinate a donation of items by the Planning Council and its committees.

### Public Comments/Announcements

- Nathaniel showed the members the new PLWHAA Committee tee-shirts. If you are participating in an event on behalf of the committee, you can get a tee-shirt free; otherwise, they can be purchased for \$10.00.

- Antoinette Turner asked if the Star Chart can be brought to the next meeting, so members can see how they stand for the first half of the year.
- Torrencia announced that over 750 people were tested in Northeast Florida during National HIV Testing Day and surrounding days. This is part of high-impact prevention and goes towards our goal of 'getting to zero'.
- Torrencia asked members if they felt phone calls reminding them of the meetings were helpful. Everyone stated that they found the reminder phone calls very helpful and did not want that communication to stop.
- Next social will be a picnic at Memorial Park on Riverside Avenue. Justin Bell to check on permits needed for the park and will get back with committee co-chairs.
- Next fund-raiser will be in the Fall. Antoinette and Nathaniel will be in charge and it will be a garage sale at Nathaniel's house.
- The Action Plan for 2014 was reviewed and updated.

### **Adjournment**

The meeting was adjourned at 1:30 p.m.

### **ACTION REQUIRED:**

No action required.



# N4L

## Necessities For Living

Providing the basic needs of  
everyday living for persons  
living with HIV/AIDS.

Soap

Shampoo

Deodorant

Toilet Paper

Toothpaste

Etc...

## NFAN

Tuesday 10am-4pm

Friday 10am-3pm

2715 Oak Street

Jacksonville, FL 32205

# Necessities 4 Living Referral

Date: \_\_\_\_\_ Name: \_\_\_\_\_ Client # \_\_\_\_\_

**All items will be issued based on availability. Please place a check mark by requested items. Limit 5 items per referral. ONLY 1 REFERRAL PER PERSON PER MONTH.**

	Bar Soap
	Bleach
	Body Powder
	Conditioner/Shampoo
	Deodorant
	Dish Soap
	Disinfectant Wipes

	Laundry Soap
	Paper Towels
	Razors
	Sanitary Pads
	Shaving Cream
	Sponges
	Spray Cleaner
	Tampons
	Toilet Paper
	Tooth Paste
	Trash Bags

Date filled: \_\_\_\_\_ Person filling: \_\_\_\_\_

Recipient Signature: \_\_\_\_\_



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, July 10, 2014 – 1:45 p.m.

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**Committee Members Present:** Kendall Guthrie (Co-Chair), Heather Vaughan (Co-Chair), Dana Barnes, Justin Bell, Michael Bennett, Gloria Coon, Kim Geib, Heather Kilpatrick, Roberto Polanco, Rona Revels, Patricia Sampson, Torrenca Shiloh, and Antoinette Turner

**Absent:** Sandra Ellis, Sharon Hunter, Abraham Levy, and Zane Urbanski

**Support Staff Present:** Deidre Kelley and Sandy Sikes

**Guests:** J. B. Bryant and Frances Lynch

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**Call to Order**

The meeting was called to order at 1:50 p.m. by Co-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**

**Comments From the Public**

There were no public comments.

**Review of Information**

The Program Manager was asked to report on the Service Utilization and Cost by Service Category for the previous year, and also on the WICY Expenditures for the previous year.

A revised chart showing the reallocated funding the committee recommended and the Planning Council approved last month was shared with the committee.

**Allocate Funding of Services for FY 2015**

Members reviewed the core and support services they prioritized last month and discussed those needs in the local community. A **motion** was then made by Justin Bell, seconded by Michael Bennett, **to approve the allocations for FY2015.**

CORE		SUPPORT	
Ambulatory/Outpatient Medical Care	33.43	Non-Medical Case Management	5.18
AIDS Pharmaceutical Assistance	13.00	Substance Abuse – Residential	2.75
Medical Case Management	23.46	Medical Transportation Svs	0.38
Oral Health	7.85	Legal Services	2.54
Mental Health	5.37	Child Care Services	0.27
Substance Abuse – Outpatient	0.85	Outreach Services	0.93
Health Insurance Premium	3.01	Food Bank/Home-Delivered Meals	0.00
Medical Nutrition Therapy	0.89		
Home & Community-Based Health Services	0.09		

There was no further discussion; a roll call vote was taken and the motion passed.

Dana Barnes	Yes	Heather Kilpatrick	Yes
Justin Bell	Yes	Roberto Polanco	Yes
Michael Bennett	Yes	Rona Revels	Yes
Gloria Coon	Yes	Patricia Sampson	Yes
Kim Geib	Yes	Antoinette Turner	Yes
Kendall Guthrie	Yes	Heather Vaughan	Yes

### Carry-over Funds

Reconciliation of Part 'A' funds showed an excess of approximately \$81,600 after all invoices were settled. The committee discussed which services they would like this excess applied to for the current year. **Motion** made by Heather Kilpatrick, seconded by Justin Bell, **to reallocate the \$81,600 carry-over from last year to the following service categories for FY2014: Medical Case Management in the amount of \$48,600; Residential Substance Abuse in the amount of \$30,000; and Medical Transportation Services in the amount of \$3,000.** It was noted that these amounts were approximate numbers and may change slightly when the final amounts are totaled. There was no further discussion; a roll call vote was taken and the motion passed.

Dana Barnes	Yes	Heather Kilpatrick	Yes
Justin Bell	Yes	Roberto Polanco	Yes
Michael Bennett	Yes	Rona Revels	Yes
Gloria Coon	Yes	Patricia Sampson	Yes
Kim Geib	Yes	Antoinette Turner	Yes
Kendall Guthrie	Yes	Heather Vaughan	Yes

### Adjournment

The meeting was adjourned at 3:15 p.m.

**Action to be taken  
by the Planning Council:**

To accept this committee's recommendation on  
FY2015 funding allocations.

Recommendation to move last year's carry-over to this  
year, and to reallocate those excess funds to Medical Case  
Management, Residential Substance Abuse, and  
Medical Transportation Services.



**RYAN WHITE PART A AND B  
SERVICE PRIORITIES**

<b>Service Priority</b>	<b>FY 2014 % Funding</b>
<b>Core Medical Services</b>	
1. Outpatient/Ambulatory Medical Care	33.43
2. AIDS Pharmaceutical Assistance - Local	13.19
3. Medical Case Management	23.46
4. Mental Health	5.37
5. Oral Health	7.85
6. Substance Abuse – Outpatient	.85
7. Health Insurance Premium Assistance	3.02
8. Medical Nutrition Therapy	.89
Subtotal (75)	88.05
<b>Support Services</b>	
9. Non-Medical Case Management	5.18
10. Substance Abuse – Residential	2.75
11. Medical Transportation	.28
12. Legal Services	2.54
13. Outreach Services	.93
14. Child Care	.27
15. Food Bank	
Subtotal (25)	11.95
Total	100



Metropolitan Jacksonville Area  
HIV Health Services Planning Council

**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, July 18, 2014

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**Committee Members Present:** Heather Vaughan (*Co-Chair*), Max Wilson (*Co-Chair*), Renee Evatt, Kendall Guthrie, Lolita Hill, Brian Hopkins, Deidre Kelley, Gerardo Martinez, Roberto Polanco, and Graham Watts

**Support Staff Present:** Sandy Sikes

**Guests:** Charlene Austin

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**Call to Order:**

The meeting was called to order at 10:40 a.m. by Co-Chair Heather Vaughan.

**Mission:** To facilitate rapid case identification and barrier-free linkage to ambulatory HIV/AIDS care.

**Facilitate early diagnosis and entry in HIV/AIDS primary medical Care**

**Reduce disparities in access to HIV/AIDS primary medical care**

**Establish elapsed time to linkage completion for targeted groups**

**Document factors that facilitate and/or hinder linkage completion**

**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.

**Sub-Committee Reports**

**Continuum of Care**

Committee Chair Kendall Guthrie advised that there have been no meetings since May. He's noticed in communications with HRSA and the SPNS project that the catch-all phrase seems to be 'continuum of care cascade' and the main focus is on Women, Infants, Children, and Youth.

### **Initiatives and Rapid Response**

Committee Co-Chair Graham Watts lead discussion about team-building on the projects this sub-committee is working on. The group questioned itself on whether its approach is still effective, or do they need to update their approach? One method of outreach has been to have the HIV testing van at nightclubs and gay bars, but now more MSM's are hooking up through social media, rather than at the bar. Another outreach was doing testing and HIV health fairs at apartment complexes during the day, but that missed a number of people who were only at the apartment complex later in the evening. An effort is also being made to the Hispanic community. This community is not really 'hard to reach', it's just that no one is reaching out to them and no one is testing them.

Graham Watts made a motion, seconded by Kendall Guthrie, to change the term 'hard to reach' to 'access to unique populations in diverse settings.' After a lengthy discussion, the motion was approved.

No meetings are scheduled for August or September. Communication among and between the committee members will be through phone calls and email. Co-Chairs will advise date of the next meeting.

### **Adjournment:**

The meeting was adjourned at 12:20 p.m.

### **ACTION REQUIRED BY PLANNING COUNCIL:**

None



## BYLAWS COMMITTEE

*Ryan White Part A and Part B Programs*  
Social Services Division

1809 Art Museum Drive, Suite 100 • Jacksonville, FL 32209

# Summary of Meeting

Meeting Date: Tuesday, July 1, 2014 – 3:00 p.m.

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**Committee Members Present:** Heather Kilpatrick (Co-Chair), Patricia Sampson (Co-Chair), Justin Bell, Frank Emanuel, Kim Geib, Errol Schell, and Ellen Schmitt

**Support Staff Present:** Sandra Sikes

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1. **Call to Order**

The meeting was called to order at 3:10 p.m. by Co-Chair Heather Kilpatrick.

2. **Moment of Silence**

Heather 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.

3. **Public Comments**

There were no public comments.

4. **Unfinished Business**

There was no unfinished business.

5. **New Business**

- Rules of Conduct Form: There were no revisions to the form needed at this time.
- Bylaws Article IV, Section 8: This section is regarding the steps a candidate takes applying for membership. The process has changed slightly over the years and this bylaw now needs updating. **Motion** made by Frank Emanuel, seconded by Ellen Schmitt, **to recommend to the Planning Council changes to Article IV, Section 8**. There was no discussion and the motion passed.
- Leave of Absence Policy: Members reviewed a new policy drafted by the Nominating Committee. A number of changes were made to the draft. Committee members preferred a leave request be made for health reasons as opposed to personal reasons. The number of leaves a member could take during their term was reduced from two to one. Authority to approve a leave request was moved from Planning Council Chair to Executive Committee. After changes were made to the draft, a **motion** was then made by Frank Emanuel, seconded by Justin Bell, **to recommend the Leave of Absence Policy to the Planning Council**. A vote was taken and the motion was approved.

- Bylaws Article VI, Section 2: Bylaws committee discussed lifting the restriction of the Council Vice-Chair from serving as a Committee Chair. This change would allow the Council Vice-Chair to serve as a committee chair or co-chair of any committee. **Motion** was made by Justin Bell, seconded by Pat Sampson, **to recommend to the Planning Council changes in Article VI, Section 2, allowing the Council Vice-Chair to serve as a Committee Chair, and that the Council Chair will appoint a Chair to each of the standing committees.** A vote was taken and the motion was approved.
- Bylaws Article V, Section 1: Proposed revision to change the composition of the Executive Committee by adding committee chairs as voting members. **Motion** was made by Frank Emanuel, seconded by Ellen Schmitt, **to recommend to the Planning Council changes in Article V, Section 1.** After brief discussion, a vote was taken and the motion passed.
- Bylaws Article VI, Section 1: Proposed revisions to change how committee chairs are selected, and their role on the Executive Committee. **Motion** was made by Justin Bell, seconded by Ellen Schmitt, **to recommend to the Planning Council changes in Article VI, Section 1.** Motion was approved.
- Bylaws Article X, Section 1: Proposed revisions to change how and when committee co-chairs are selected. Committee co-chairs would serve as an alternate, or next in line, to the committee chair. **Motion** was made by Frank Emanuel, seconded by Ellen Schmitt, **to recommend to the Planning Council changes in Article X, Section 1.** After brief discussion, a vote was taken and the motion passed.
- Policy & Procedure No. 2006-01: This is a housekeeping item. P&P 2006-01 is the procedure showing how committees are set-up and how members join. Changes being proposed here will match those changes being made to Bylaws V, VI, and X. **Motion** was made by Frank Emanuel, seconded by Justin Bell, **to recommend to the Planning Council changes to Policy & Procedure No. 2006-01 – Committee Membership.** There was no discussion and the motion was approved.

## 6. Adjournment

The meeting was adjourned at 4:22 p.m.

**ACTION REQUIRED BY  
THE PLANNING COUNCIL:**

Approve adoption of the Leave of Absence Policy.

1<sup>st</sup> Reading by the Planning Council on the proposed changes to Bylaws Article IV, Section 8.

*[applying for membership]*

1<sup>st</sup> Reading by the Planning Council on the proposed changes to Bylaws Article VI, Section 2.

*[Vice-Chair can serve as committee chair]*

1<sup>st</sup> Reading by the Planning Council on the proposed changes to Bylaws Article V, Section 1.

*[adding committee chairs to the Executive Committee]*

1<sup>st</sup> Reading by the Planning Council on the proposed changes to Bylaws Article VI, Section 1.

*[describes how committee chairs are selected and their role on the Executive Committee]*

1<sup>st</sup> Reading by the Planning Council on the proposed changes to Bylaws Article X, Section 1.

*[describes how and when committee co-chairs are selected]*

Approve changes to Policy and Procedure No. 2006-01 – Committee Membership. (*Defer to next meeting.*)

**POLICIES and PROCEDURES**

No. 2014-01

Issued:

**Policy for a Leave of Absence**

A Planning Council or Proxy Pool member in any mandated category may apply to the Council Chair for a Leave of Absence. Requests can be made by a letter signed and dated, or by email. Requests should be sent to the current Planning Council Chair with a copy to the Program Support Aide. The specifics are as follows:

- A Leave of Absence may be granted when a serious health problem prevents a Planning Council member from participating in Planning Council and committee meetings.
- A Leave of Absence may be granted for a period covering up to four (4) consecutive Planning Council meetings. Should a Planning Council member on an approved Leave of Absence miss two consecutive Planning Council meetings, he or she must provide documentation from a physician certifying that their continued absence is medically necessary in order to be excused for the remaining two meetings.
- A Leave of Absence shall not be retroactive, and will begin on the date the Executive Committee approves the request.
- A Leave of Absence shall require a written or emailed request and must be approved by the Executive Committee.
- An approved Leave of Absence excuses the Planning Council member from both Planning Council and committee meetings.
- Members on a Leave of Absence who visit a meeting shall not have voting privileges, have rights of a member in good standing, nor be counted toward a quorum of that meeting during their leave.
- Planning Council members on a Leave of Absence cannot have their Designated Proxy at the table on their behalf.



**POLICIES and PROCEDURES**

No. 2014-01

Issued:

- A member will be allowed one approved Leave of Absence during their two-year term.
- The Executive Committee shall have the following responsibilities:
  - a) Ensuring that the number of approved leave requests does not jeopardize quorum;
  - b) Monitoring the Leave of Absence;
  - c) Verifying when the leave begins and ends; and
  - d) Contacting the member should any issues arise regarding the leave and/or the member

DRAFT

<p><b>Article IV Membership</b></p> <p>Section 8 Prospective <u>appointed voting members candidates</u> must:</p> <ol style="list-style-type: none"> <li><del>Complete a membership questionnaire.</del></li> <li>Attend one information overview/pre-orientation meeting.</li> <li>Attend two Planning Council meetings <u>or one Planning Council and two committee meetings</u> within three (3) months <u>of completing "a" and "b" as listed above.</u></li> <li><del>a. Complete</del> <u>Submit</u> a membership application.</li> <li>Be interviewed by the Nominating Committee.</li> <li>Score a minimal of seventy-five (75) points in the interview.</li> <li>Be nominated by the Nominating Committee for membership.</li> <li>Be approved by the Planning Council and recommended to the Mayor.</li> <li>Be appointed by the Mayor.</li> </ol>	<p><b>Article IV Membership</b></p> <p>Section 8 Prospective <b>candidates</b> must:</p> <ol style="list-style-type: none"> <li><b>Submit a membership application.</b></li> <li>Attend one information overview/pre-orientation meeting.</li> <li>Attend two <b>Planning Council meetings or one Planning Council and two committee meetings</b> within three (3) months.</li> <li>Be interviewed by the Nominating Committee.</li> <li>Score a minimal of seventy-five (75) points in the interview.</li> <li>Be nominated by the Nominating Committee for membership.</li> <li>Be approved by the Planning Council and recommended to the Mayor.</li> <li>Be appointed by the Mayor.</li> </ol>
<p><b>Article VI</b></p> <p>Section 2</p> <ol style="list-style-type: none"> <li>Being an Ex-Officio member of all committees and appoint <u>a</u> committee chairs <u>to each of the standing committees.</u></li> <li><del>Neither</del> the Chair <del>nor Vice Chair</del> shall <u>not</u> serve as a <u>Chair or Co-chair</u> of a Planning Council <u>Standing Committee</u> during their term of office.</li> </ol>	<p><b>Article VI Officers - Duties and Responsibilities</b></p> <p>Section 2</p> <ol style="list-style-type: none"> <li>Being an Ex-Officio member of all committees and appoint <b>a committee chair to each of the standing committees.</b></li> <li>The Chair shall <b>not</b> serve as a <b>Chair or Co-Chair</b> of a Planning Council <b>Standing Committee</b> during their term of office.</li> <li><b>The Vice Chair may serve as a Chair of a committee.</b></li> </ol>

Article V	Executive Committee/Officers/Staff	Article V	Executive Committee/Officers/Staff
Section I	The Executive Committee shall consist of the Chair, Vice Chair, Treasurer, Secretary, Immediate Past Chair, Parliamentarian, and a Person Living with HIV/AIDS (PLWHA) Representative elected from the membership at large, <u>along with the Chairs from each of the Standing Committees.</u>	Section I	The Executive Committee shall consist of the Chair, Vice Chair, Treasurer, Secretary, Immediate Past Chair, Parliamentarian, and a Person Living with HIV/AIDS (PLWHA) Representative elected from the membership at large, <b>along with the Chairs from each of the Standing Committees.</b>

Article VI	Officers - Duties and Responsibilities	Article VI	Officers - Duties and Responsibilities
Section I	The Chair, Vice Chair, Treasurer, Secretary, Parliamentarian and PLWHA Representative of the Planning Council will be elected from the Planning Council membership by a majority of the quorum of the membership present. The Planning Council Chair and Vice Chair must be approved by the Mayor of the City of Jacksonville. <u>The Committee Chairs shall be appointed to their positions by the Council Chair, or in the Chair's absence, the Vice Chair, following the Planning Council's Annual Meeting in January. Committee Chairs will be voting members of the Executive Committee.</u>	Section I	The Chair, Vice Chair, Treasurer, Secretary, Parliamentarian and PLWHA Representative of the Planning Council will be elected from the Planning Council membership by a majority of the quorum of the membership present. The Planning Council Chair and Vice Chair must be approved by the Mayor of the City of Jacksonville. <b>The Committee Chairs shall be appointed to their positions by the Council Chair, or in the Chair's absence, the Vice Chair, following the Planning Council's Annual Meeting in January. Committee Chairs will be voting members of the Executive Committee.</b>

<p><b>Article X</b></p> <p><b>Standing Committees</b></p> <p>Section 1</p> <p>The Chair, or in the Chair's absence, the Vice Chair, and Vice Chair of the Planning Council shall appoint the Co-Chairs of each of the committees, upon recommendations of the committees. Committee Co-Chairs will be selected by their committees during their February meeting, or at their next regular committee meeting. Both Chairs and Co-chairs of committees must be members of the Planning Council. Committee Co-Chairs and will be limited to two (2) consecutive terms of (1) year each per committee. Upon the approval of the committee Co-chairs, persons who are not members of the Planning Council may be included as members of committees in accordance with the pre-orientation policy.</p>	<p><b>Article X</b></p> <p><b>Standing Committees</b></p> <p>Section 1</p> <p>The Chair, or in the Chair's absence, the Vice Chair of the Planning Council shall appoint the Chairs of each of the committees. Committee Co-Chairs will be selected by their committees during their February meeting, or at their next regular committee meeting. Both Chairs and Co-Chairs of committees must be members of the Planning Council and will be limited to two (2) consecutive terms per committee. Upon the approval of the committee Chair, persons who are not members of the Planning Council may be included as members of committees.</p>
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<p><b>No. 2006-01 Policies for Committee Membership and Voting</b></p> <p><u>Committee Membership – Planning Council</u></p> <p>The Chair, or in the Chair's absence, the Vice Chair, and Vice Chair of the Planning Council will appoint the Co-Chairs of each of the committees upon recommendations of the committees. Nomination for committee Co-Chairs will be made in October at regularly scheduled committee meetings. Appointment of committee Co-Chairs by the Planning Council Chair and Vice Chair will occur following the Planning Council's Annual Meeting in January. Committee Co-Chairs will be selected by their committees during their February meeting, or at their next regular committee meeting. Both Chairs and Committee Co-Chairs of committees must be members of the Planning Council and will be limited to two consecutive terms of one year each per</p>	<p><b>No. 2006-01 Policies for Committee Membership and Voting</b></p> <p><u>Committee Membership – Planning Council</u></p> <p>The Chair, or in the Chair's absence, the Vice Chair, of the Planning Council will appoint the Chairs of each of the committees following the Planning Council's Annual Meeting in January. Committee Co-Chairs will be selected by their committees during their February meeting, or at their next regular committee meeting. Both Chairs and Co-Chairs of committees must be members of the Planning Council and will be limited to two consecutive terms per committee. Upon the approval of the committee Chair, persons who are not members of the Planning Council may be included as members of committees in accordance with Article X, Section 1 of the Planning Council Bylaws.</p>
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committee. Upon the approval of the committee ~~Co-Chairs~~, persons who are not members of the Planning Council may be included as members of committees in accordance with ~~the pre-orientation policy~~ (Article X, Section 1, of the Planning Council Bylaws, Amended 2008).

Any member of the Planning Council can be a member of any Planning Council committee or subcommittee. Members of the public ~~can make~~ a written request should submit a committee application for committee/subcommittee membership ~~from~~ to the Co-Chairs of the committee/subcommittee the person is interested in joining. Upon approval by ~~the~~ that Co-Chairs, the member of the public becomes a member of the committee/subcommittee.

Membership is not limited to only one committee/subcommittee. To maintain committee/subcommittee membership, all members must sign up each year. Members of the public must ~~request reappointment~~ complete and submit a new committee application form to ~~from~~ the Committee ~~Co-Chairs~~ to continue their participation on a particular committee. Committee membership will be solicited one time each year, usually in January and February ~~and/or March~~. New Planning Council members can join a committee or subcommittee upon appointment to the Planning Council.

Any member of the Planning Council can be a member of any Planning Council committee or subcommittee. Members of the public **should submit a committee application** for committee/subcommittee membership **to the Chair** of the committee/subcommittee the person is interested in joining. Upon approval by **that Chair**, the member of the public becomes a member of the committee/subcommittee.

Membership is not limited to only one committee/subcommittee. To maintain committee/subcommittee membership, **all** members must sign up each year. Members of the public must **complete and submit a new committee application form** to the Committee **Chair** to continue their participation on a particular committee. Committee membership will be solicited one time each year, usually in **January and February**. New Planning Council members can join a committee or subcommittee upon appointment to the Planning Council.



## 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, July 1, 2014 – 4:00 p.m.

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**Committee Members Present:** Ellen Schmitt (Chair), Kim Geib (Vice-Chair), Pat Sampson (Secretary), Justin Bell (PLWHA Rep), and Errol Schell (Parliamentarian)

**Support Staff Present:** Sandra Sikes

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### 1. Call to Order

The meeting was called to order at 4:25 p.m. by Chair Ellen Schmitt.

### 2. Public Comments

There were no public comments.

### 3. 20th Anniversary Dinner

Billy from Taste Buds Express was in attendance, at the invite of the Chair. Billy provided committee members with a list of entrees, salads, and sides, and members selected a tentative menu. Committee also requested Taste Buds to provide additional catering services that included linens, table centerpiece, plates, glasses, silverware, ice tea, water, coffee, and mini cupcakes for dessert. Billy will meet with Justin on July 7 at UF Tower II to look over the dinner location. After that, he will submit a quote, and the Executive Committee will go forward with contacting sponsors to underwrite this anniversary dinner.

Date: Friday, November 7

Time: 4:30 p.m. to 7:00 p.m.

Location: UF Health CARES – Tower

Caterer: Taste Buds

Menu: Buffet – stuffed chicken breast and also stuffed potable mushroom

Speaker: TBD

Program: TBD

Attendees: Final list TBD; will include current Council members, Ryan White Part 'A' Staff, Division Chief, Rep. Mia Jones, past Council Chairs, and others

#### **4. Unfinished Business**

- Review of Unaligned Ratio and Open Seats: Justin Bell discussed the hand-out that showed Planning Council membership as of today. There are 24 members and we have a 33.3% unaligned ratio; this number reflects the recent resignations of Mark Cleveland and Paula Burns. The Medicaid and St. Johns County D.O.H. Representative slots cannot be filled until we bring another person on to replace Mark. Committee asked if the local Ryan White agencies could be made aware of this, and asked if they could recommend one of their clients. Staff advised that this is already part of each agency's contract, and that they are also asked about this once or twice a year during Provider Meetings. Kim volunteered to attend an upcoming Case Manager's Co-op meeting and see if she could help recruit PLWHA's to the Proxy Pool.

#### **5. New Business**

- Leave of Absence Request - Youngblood: During the Bylaws Committee meeting, a Leave of Absence Policy was reviewed and will be recommended to the Planning Council later this month. The Executive Committee will wait until the Council formally approves the Leave of Absence Policy before offering it to members. Ellen asked staff to draft a letter to Annie Youngblood and Eric McBride, advising them that they have missed four meetings each, and should the Council approve the policy, that they may want to request a leave of absence at that time.
- Status of Proxy Pool Member: Committee members reviewed the June 19 letter the Chair mailed to Gloria Ealey, advising Gloria of her low attendance and asking if she wished to remain on the Proxy Pool. Members also reviewed her attendance as of the end of June. Gloria has missed six of the last eight Planning Council meetings. Sandy stated that she called Gloria earlier that morning; Gloria said that she had a job, but she did not give an answer on whether she wanted to remain on the Proxy Pool. There has been no other contact with or from Gloria; therefore a vote will be called during the next Planning Council meeting on whether to remove Gloria Ealey from the Proxy Pool.
- Attendance Records: Committee reviewed the Planning Council attendance records of members over the past 12 months. Action has already been taken or discussed on the members who missed four or more Council meetings. There are four other Council members who have missed three meetings since July 2013.

#### **6. Announcements**

There were no announcements.

#### **7. Adjournment**

The meeting was adjourned at approximately 5:30 p.m.

**ACTION REQUIRED BY PLANNING COUNCIL:** Vote to remove Gloria Ealey from the Proxy Pool.



# August 2014

## Metropolitan Jacksonville Area HIV Health Services Planning Council

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			July 30—10:00 AM <b>NOMINATING Committee Mtg</b>	1	2	
3	4	5 2:00 FCCAPP <b>4:00 Exec</b>	6	7 <b>9:00 W.A.C.</b>	8	9
10	11	12 9:00 MCM Curriculum 12:00 World AIDS Day Committee Mtg	13	14 <b>12:00 PLWHAA</b>	15 9:00 Providers Mtg	16
17	18	19	20 <i>HB: Pat Sampson</i>	21	22	23
24	25	26	27	28 <i>HB: Errol Schell</i>	29	30
31 <i>HB: Gloria Ealey</i>				<b>NO PLANNING COUNCIL THIS MONTH</b>		

# September 2014

## Metropolitan Jacksonville Area HIV Health Services Planning Council

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day	3	4	5	6	
7	8	9 12:00 World AIDS Day Committee Mtg	10 HB: Gregory O'Guinn	11	12	13
14	15	16	17	18 Nat'l HIV/AIDS and Aging Awareness Day HB: Paula Burns	19	20
21	22	23	24	25	26 HB: Sharon Peterson	27 AIDS Walk Nat'l Gay Men's HIV/ AIDS Awareness
28	29	30 HB: Nathaniel Hendley		NO PLANNING COUNCIL THIS MONTH		Executive Committee Mtg— To be determined.

# AIDS Surveillance Report

## Duval, St. Johns, Clay, Nassau, & Baker Counties

Volume: XXVIII  
Number: VII

### Area 4

July 2014

Sex	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Male	95,769	74%	5,009	70%	282	72%	238	76%	82	69%	41	71%
Female	34,144	26%	2,111	30%	111	28%	74	24%	36	31%	17	29%
Race	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
White	41,264	32%	2,160	30%	190	48%	181	58%	57	48%	23	40%
Black	64,032	49%	4,524	64%	171	44%	91	29%	51	43%	29	50%
Hispanic	22,150	17%	243	3%	20	5%	28	9%	4	3%	4	7%
Other	2,467	2%	193	3%	12	3%	12	4%	6	5%	*	
Unknown	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Age	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
0-12	1,547	1%	72	1%	3	1%	*		*		*	
13-19	1,179	1%	106	1%	4	1%	*		*		*	
20-29	19,759	15%	1,396	20%	65	17%	63	20%	18	15%	8	14%
30-39	47,845	37%	2,576	36%	133	34%	130	42%	59	50%	21	36%
40-49	37,088	29%	1,921	27%	117	30%	77	25%	24	20%	15	26%
50-59	15,811	12%	764	11%	53	13%	33	11%	10	8%	7	12%
60+	6,684	5%	285	4%	18	5%	6	2%	5	4%	3	5%
Adult Exposure	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Sex (MSM)	51,517	40%	2,870	40%	130	33%	144	46%	47	40%	19	33%
IV Drug (IDU)	18,937	15%	1,148	16%	72	18%	30	10%	15	13%	10	17%
IV Drug/MSM	6,329	5%	441	6%	23	6%	24	8%	8	7%	3	5%
Hemo/Transf.	1,147	1%	61	1%	4	1%	*		*		*	
Heterosexual	37,294	29%	2,324	33%	139	35%	96	31%	46	39%	23	40%
No Risk Reported	12,801	10%	183	3%	22	6%	13	4%	1	1%	0	0%
Ped. Exposure												
Hemo/Transf.	44	3%	4	6%	*		*		*		*	
Parent @ Risk	1,478	96%	67	93%	3	100%	*		*		*	
No Risk Reported	21	1%	*		*		*		*		*	
Totals	Florida		Duval		St. Johns		Clay		Nassau		Baker	
Cases	129,913		7,120		393		312		118		58	
Deaths	**		3,766		214		145		62		27	

"\*" Denotes less than 3. "NA" Stat Unavailable  
 Area 4 county Stats are current thru: 7/31/2014  
 All numbers on report are cumulative from date disease became reportable.  
 Area 4 Department of Corrections cases have been excluded.  
 Florida Stats are current thru: 1/31/2014  
 National Statistics: [www.cdc.gov/hiv/stats.htm](http://www.cdc.gov/hiv/stats.htm)

Florida Law (s.384.26, F.S.) requires cases of AIDS to be reported by anyone who diagnoses or treats a person with AIDS.

A person who tests positive for Human Immunodeficiency Virus (HIV) on or after July 1, 1987 is also reportable.

Note: There is a \$500 fine per case for failure to report.

Confidentiality is strictly enforced & guaranteed. Please comply with all Information security and mailing protocols.

Submit your HIV/AIDS case reports(s) in an envelope marked "CONFIDENTIAL" to any of the following personnel:

Name	Title	Phone #
Treva Davis	Sr. Surveillance Man./Regional Consultant	253-2989
Willie Carson	MMP Coordinator/Health Consultant	253-2990
Patricia Jenkins	Data Processing Control Specialist	253-2992
Wideline Julien	Surveillance Coordinator	253-2955
Aja Lampley	Surveillance Coordinator	253-2954
Miguel Lopez	NIR Coordinator	253-2988

Rick Scott  
Governor

John H. Armstrong, M.D.  
State Surgeon General

HIV/AIDS Surveillance Office  
5917 105th Street, Jacksonville, FL 32244



# HIV Surveillance Report

Duval, St. Johns, Clay, Nassau, & Baker Counties

Volume: XVII

Area 4

July 2014

Number: VII

Sex	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Male	35,909	71%	1,722	63%	70	55%	82	66%	34	63%	17	65%
Female	15,007	29%	1,015	37%	57	45%	42	34%	20	37%	9	35%
Race	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
White	15,101	30%	633	23%	65	51%	60	48%	33	61%	10	38%
Black	23,934	47%	1,921	70%	48	38%	51	41%	19	35%	14	54%
Hispanic	10,924	21%	111	4%	11	9%	5	4%	*	*	*	*
Other	957	2%	72	3%	3	2%	8	6%	*	*	*	*
Unknown	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Age	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
0-12	603	1%	32	1%	*	*	*	*	*	*	*	*
13-19	2,091	4%	148	5%	6	5%	9	7%	7	13%	*	*
20-29	12,974	25%	909	33%	30	24%	37	30%	16	30%	9	35%
30-39	14,804	29%	741	27%	23	18%	37	30%	15	28%	8	31%
40-49	12,544	25%	590	22%	35	28%	27	22%	7	13%	4	15%
50-59	5,731	11%	246	9%	19	15%	8	6%	7	13%	4	15%
60+	2,169	4%	71	3%	12	9%	5	4%	*	*	*	*
Adult Exposure	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Sex (MSM)	22,602	44%	1,103	40%	45	35%	55	44%	24	44%	10	38%
IV Drug (IDU)	3,339	7%	204	7%	23	18%	8	6%	4	7%	*	*
IV Drug/MSM	1,239	2%	66	2%	3	2%	5	4%	3	6%	*	*
Hemo./Transf.	28	0%	*	*	*	*	*	*	*	*	*	*
Heterosexual	16,086	32%	1,210	44%	47	37%	51	41%	21	39%	12	46%
No Risk Reported	6,959	14%	119	4%	6	5%	4	3%	2	4%	2	8%
Ped. Exposure	Florida	%	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Hemo./Transf.	0	0%	*	*	*	*	*	*	*	*	*	*
Parent @ Risk	592	98%	32	100%	*	*	*	*	*	*	*	*
No Risk Reported	10	2%	*	*	*	*	*	*	*	*	*	*
Totals	Florida		Duval		St. Johns		Clay		Nassau		Baker	
Cases	50,916		2,737		127		124		54		26	
Deaths	**		232		13		9		6		0	

\*\*\* Denotes less than 3. \*\*\*\* Stat Unavailable Area 4 Department of Corrections cases have been excluded.  
 Area 4 county Stats are current thru: 7/31/2014 Florida Stats are current thru: 1/31/2014  
 All numbers on report are cumulative from date disease became reportable. National Statistics: [www.cdc.gov/hiv/stats.htm](http://www.cdc.gov/hiv/stats.htm)

Florida Law (s.384.25, F.S.) requires cases of AIDS to be reported by anyone who diagnoses or treats a person with AIDS.

A person who tests positive for Human Immunodeficiency Virus (HIV) on or after July 1, 1997 is also reportable.

Note: There is a \$500 fine per case for failure to report.

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Submit your HIV/AIDS case reports(s) in an envelope marked "CONFIDENTIAL" to any of the following personnel:

Name	Title	Phone #
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Rick Scott  
Governor



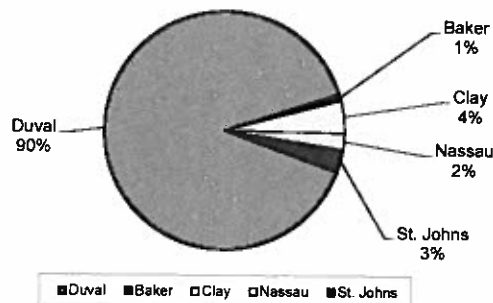
John H. Armstrong, M.D.  
State Surgeon General

HIV/AIDS Surveillance Office  
5917 105th Street, Jacksonville, FL 32244

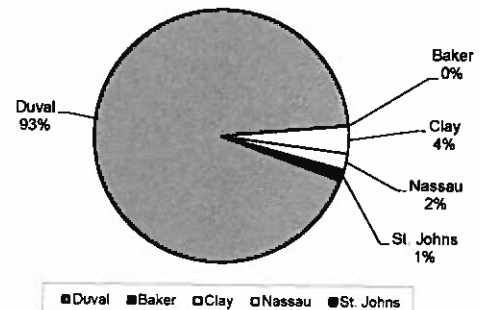
### HIV & AIDS Same Period Comparison (Area 4)

County	Reported HIV Cases ** (Regardless of AIDS Status) Jan - July 2013	Reported HIV Cases ** (Regardless of AIDS Status) Jan - July 2014	HIV Percent Change		Reported AIDS Cases ** (Regardless of AIDS Status) Jan - July 2013	Reported AIDS Cases ** (Regardless of AIDS Status) Jan - July 2014	AIDS Percent Change	
Duval	207	203	-2%		126	134	6%	
Baker	1	2	100%		1	0	-100%	
Clay	8	10	25%		4	5	25%	
Nassau	4	5	25%		3	3	0%	
St. Johns	17	7	-59%		11	2	-82%	

Reported HIV Cases - Jan - July 2014



Reported AIDS Cases - Jan - July 2014



\* AIDS and HIV numbers are frozen data as of 07/31/2014.

\*\*HIV data includes those cases that have converted to AIDS. These HIV cases cannot be added with AIDS cases to get combined totals since the categories are not mutually exclusive.