



## 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, February 26, 2015**

Call to Order .....	Kim Geib	
Moment of Silence		
Mission Statement .....	Member	
Roll Call .....	Heather Kilpatrick	
Approval of January 22, 2015 Minutes .....	Kim Geib	
Administrative Agency – Part 'A' Report .....	Deidre Kelley	
Lead Agency – Part 'B' Report .....	Sandra Ellis	
Committee Reports		
• <u>Executive</u> .....	Page 9 .....	Kim Geib
• <u>Women, Adolescents, &amp; Children</u> .....	Page 13 .....	Gloria Coon
• <u>PLWHAA</u> .....	Page 15 .....	Torrencia Shiloh
• <u>Membership</u> .....	Page 17 .....	Nathaniel Hendley
Reappointments .....	Kim Geib	
• Ballot voting of Planning Council members up for Reappointment for the 2015-2017 term (as a courtesy, please refrain from speaking during the voting)		
Unfinished Business .....	Kim Geib	
New Business .....	Kim Geib	
• Planning Council Members can share any HIV community event or training they recently participated in, such as Condom Blasts, NBHAAD, health fairs, etc. Please limit your comments to three minutes.		
2014 Recognitions .....	Kim Geib	
Public Comments .....	General Public	
Announcements .....	Members	
Adjournment .....	Kim Geib	

#### OUR MISSION:

The mission of the Planning Council is to provide a means for planning and implementing a coordinated response to the needs of people living with and affected by HIV.



Metropolitan Jacksonville Area HIV Health Services

**PLANNING COUNCIL**

*Ryan White Part A and Part B Programs*

Social Services Division

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

**MINUTES**

Meeting Date: Thursday, February 26, 2015

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

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

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

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

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

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**Call to Order**

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

**Moment of Silence**

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

**Mission Statement**

Verlon Blair read the Planning Council's Mission Statement.

**Roll Call**

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

**Approval of Minutes**

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

## **Administrative Agency Report**

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

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

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

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

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

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

### **Lead Agency Report**

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

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

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

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

### **Committee Reports**

Executive

Kim Geib

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

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

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

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

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

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

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

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

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

#### PLWHAA

Torencia Shiloh

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

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

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

#### Membership

Nathaniel Hendley

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

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



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

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

### **Unfinished Business**

- There was no unfinished business.

### **New Business**

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

### **2014 Recognition**

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

### **Public Comments and Announcements**

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

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

Verlon Blair  
Kim Geib  
Kendall Guthrie  
Gregory O'Gwinn

Patricia Sampson  
Ellen Schmitt  
Annie Youngblood

### **Adjournment**

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



Kim Geib, Chair



Heather Kilpatrick, Secretary

KG/HK:ss



## 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, February 10, 2015 – 3:30 p.m.

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**Committee Members Present:** Kim Geib (Chair), Antoinette Turner (Vice-Chair), Heather Vaughan (Treasurer), Gloria Coon (PLWHA Rep), Ellen Schmitt (Parliamentarian), Justin Bell (Coordination Chair), Kendall Guthrie (Priority & Allocations Chair), Nathaniel Hendley (Membership Chair), and Torrencia Shiloh (PLWHAA Chair)

**Support Staff Present:** Sandra Sikes

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### Call to Order

The meeting was called to order at 3:38 p.m. by Chair Kim Geib.

### Moment of Silence Observed

### Staff Report

**Grant Award:** Dee Kelley announced that HRSA is saying the Jacksonville TGA will receive 80% of their grant by March 1.

**Noise:** Noise level in the hallway and break room has risen to the point of disturbing workers in nearby offices. Sandy is making a 'Quite Zone' sign for the hallway to remind attendees to keep the noise down. Chairs are asked to share this with their committees.

**Ethics Training:** Sandy attended City of Jacksonville's Ethics Training in January and shared several things she learned, including (a) status of members who no longer live or work in the TGA, (b) people with disabilities should contact the City two days in advance if they require assistance, and (c) how to handle offensive or uncomfortable comments.

### Committee Chair Reports

Since this was the initial meeting with committee chairs, there were no reports given.

### Unfinished Business

**Bylaws change:** The Bylaws Committee at their next meeting will look at adding a section about housekeeping changes to the bylaws. This would cover changes such as when the Planning Council votes to change the name of a committee.



One A Week Campaign: Committee members were encouraged to continue recruiting new members to the Council, particularly unaligned PLWHA's. Staff gave an update on applications received so far:

P. Dry	Has attended Pre-Orientation and joined a committee. Currently no openings for her on the Planning Council
N. Dahl	Was recommended to replace Paula Burns as St. Johns County health rep. Did not attend Pre-Orientation nor join a committee. She is no longer with the Health Department, and SJC will look at recommending another employee.
M. Kyger	Has joined a committee and attended a Planning Council meeting. Has not yet attended Pre-Orientation. Eligible for interview after he attends another meeting.
E. Peeples	Has not attended any committee or Council meetings and has not attended Pre-Orientation. Letter mailed to him on 2/2/15; no response yet.
B. Scantling	Attended Pre-Orientation and PLWHAA in October. Has not attended any meetings since then. Has been on list receiving email blasts. He has contacted T. Shiloh recently and expressed interest in joining Council and PLWHAA.

Kim and Gloria talked about implementing a Mentoring program. For visitors expressing an interest in the Planning Council/committee, we should assign a Planning Council member to follow up with the visitor, thanking them for attending and asking if they can answer any questions the visitor might have. The Mentor can call and remind the person a day or two before the next meeting, and offer to meet or sit with them when they attend. Each Committee Chair can assign one or two of their members to be mentors; Gloria as PLWHA Rep will be in charge of mentoring for the Planning Council.

### **New Business**

Absences Due to Transportation: Staff asked how the Executive Committee wanted to count absences of members when the absence was due to the taxi not showing up. Committee stated it was OK to show the member as '*Present*' on the Excel tracking tool, as long as there is some type of notation showing what happened. The meeting minutes will reflect that the member was not at the meeting, but the member will get credit for attendance on their Reassessment Tool.

Absences Due to Community Work: Gloria read a statement from Council Member Janice Murphy who is asking the Executive Committee to look at how members' absences are recorded, when a member is working in the HIV Community. Currently when a member misses a committee or Council meeting because they are doing an HIV community project such as HIV testing or education, that member is marked absent and they take a hit on their attendance percentage. Janice's concern is that this policy penalizes the member. The Council encourages members to do the good works in the community, but penalizing their attendance makes it appear that the Council would rather see a member attend a meeting instead of doing the work of the Council. Executive Committee members discussed this, but an absence is an absence. The Membership Committee does look at community involvement and that plays as large a role as attendance. Staff suggested that next year when Membership Committee is reviewing the Reassessment Form, that they can also review the attendance as adjusted, so they could see what the percentage would be if you had counted the member present when they were out working in the community. Membership would then have the actual recorded attendance, and also the adjusted attendance for anyone that would apply to. Torrencia will relay this to Janice.

**Transportation Issues:** Kim relayed the problems we've had regarding taxi service. Only one company had bid for the taxi business; there is another taxi company in the area, but they are in the process of merging with Checker, the taxi service we now have. Members asked if we could contact smaller independent taxi companies; those companies will need to contact the City and put in a bid for the business, and they need to be compliant with insurance coverages needed. Heather mentioned that several Ryan White agencies have vans that might be used to transport members to meetings. The problem they would encounter is finding a driver. Torrenia suggested that we use a buddy system and issue gas cards. Ryan White could purchase gas cards to give to someone willing to drive a fellow member to a Planning Council or committee meeting. Kim would like to send a formal letter of concern to the cab company, letting them know that the Executive Committee has received a number of complaints from their members regarding the inconsistent quality of service, and that they are deeply concerned and would like a response regarding the cab company's plans for resolution. Kim will come up with a letter and she asked Sandy to give her the company's address and contact information.

**Meeting Date:** Members agreed by consensus to move the Executive committee meeting date back to the 1<sup>st</sup> Tuesday of the month at 3:30 p.m. Bylaws committee or training would be scheduled on odd numbered months when there is no FCCAPP meeting.

#### **Public Comments**

There were no public comments.

#### **Announcements**

There were no announcements.

#### **Adjournment**

The meeting was adjourned at approximately 5:10 p.m.

Next meeting will be Tuesday, March 3, at 3:00 p.m.

**ACTION REQUIRED BY PLANNING COUNCIL:** None

February 6, 2015

To Executive Committee :

I have the distinct honor of being a Planning Council, W.A.C. and PLWAA. Like the other members who serve on the committee, we donate our time and resources because we are truly passionate about the mission of PLWAA. It is our goal to raise HIV/AIDS awareness with hopes of ending the epidemic.

As a committee member I genuinely care about making outreach to the public to ensure our message is heard. It's not enough to simply sit in meetings and discuss ideas, I know action is required and I make a special effort to do so.

Like myself, fellow committee members take initiative to participate in health fairs, speaking engagements, community HIV/AIDS testing, and other events. However, on occasion these events conflict with committee meetings. It's unfortunate that when committee members have scheduling conflicts we are penalized. For example, on March 12<sup>th</sup> I have a speaking engagement at a high school to discuss HIV awareness, but I will not be able to attend the committee meeting being held that very same day. Disseminating our message to the public should not be penalized. In fact, it should be counted as "attended."

I am thrilled to be a committee member, but penalizing volunteers for not attending meetings, especially when the reason is because they are out in the community raising awareness on behalf of PLWAA needs to be changed.

Please seriously consider my request and adopt new attendance rules.

Sincerely,

Women On A Mission  
Janice Murphy



**WOMEN, ADOLESCENTS, and CHILDREN COMMITTEE**

*Ryan White Part A and Part B Programs*

Social Services Division

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

# Summary of Meeting

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

**Committee Members Present:** Gloria Coon (*Chair*), Tasha Brundge, Julie Cromer, Audrey Gardner, Audrey Green, Terri Mims, Gregory O'Gwinn, Ella Russell, Errol Schell, Alfreda Telfair, and Brandi Williamson

**Support Staff Present:** Sandra Sikes

**Guests:** Toni Pryor

## Call to Order

The meeting was called to order at 9:20 a.m. by support staff.

**Moment of Silence was observed.**

## Introductions

Members did self-introductions.

## Unfinished Business:

### Support Group

- ♦ **Location:** The Masonic Cathedral in Springfield was not available on Wednesdays, and they also charge a monthly fee of \$50.00, so committee had to pass on that location. St. Luke's Baptist on Franklin Street, and the Wells Fargo Building at 6<sup>th</sup> and Main were available, the former on Wednesdays and the later on Tuesdays. Brandi Williamson offered the CRC Building on Beechwood Street near Gateway. **Motion** made by Julie Cromer, seconded by Audrey Green, **to hold the support group meetings at CRC.** After more discussion, the motion was voted on and approved.

Chair Gloria Coon arrived at the meeting at 9:40 a.m.

- ♦ **Time:** The date and time of the support group will remain on the 2<sup>nd</sup> Wednesday of the month from 6:00 to 7:00 p.m. Members voiced their feeling that attendees may, from time to time, want to stay a little beyond the 7:00 p.m. end time, and asked Brandi to confirm with CRC that the group could stay in the building until 8:00 p.m. if needed. Brandi will advise by email when she gets a confirmation that it's OK to stay beyond 7:00 p.m. The first meeting was set for Wednesday, March 11 at 6:00 p.m. Alfreda Telfair and Audrey Green will do refreshments, set-up and clean-up.

- **Flyer:** Julie Cromer volunteered to make a flyer to be posted at the agencies and emailed to providers, case managers, and other support groups. She will email to committee members when done, and members can post to social media.

National Women & Girls HIV Awareness Day: CRC is holding a NWGHAAD event at Brentwood Lakes Apartments – 761 Village Center Drive (near Golfair). Date and time is Saturday, March 14 from 11:00 a.m. to 4:00 p.m. They will try and hold this event outside, weather permitting, and will have vendors, games, someone doing face painting for the children, a D.J., and health screening. Brandi will email a registration form for anyone who wants to reserve a table for their agency or group.

Blodgett Villas: Gloria reported that the AHF testing van has been at this complex twice, and is scheduled to be there again on Saturday, February 14. She will check with Rayland for more details.

### **New Business:**

Election of Co-Chair: The committee elected Gregory O'Gwinn as co-chair. He will fill in during the chair's absence, and can also fill in for her at the Executive and Planning Council meetings.

Community Empowerment: Dee Kelley addressed the W.A.C. Committee to let them know of a new initiative by Mayor Brown that begins this week. The City of Jacksonville will be partnering with private sector, non-profit, and faith-based groups to coordinate half-day or full-day events with the goal of connecting families with service providers. Dee asked the committee if they would consider going to one or two of the locations listed and do a health fair, and the members agreed. **Motion** made by Alfreda Telfair, seconded by Audrey Green, **that the W.A.C. Committee participates on the Community Empowerment event March 7 at Cleveland Arms Apartments.** Following discussion the motion was voted on and approved. Another date, February 21, was also agreed to by consensus, and four people volunteered to attend these events on behalf of W.A.C. Other members will also attend as their schedules permit.

February 21 – Washington Heights Apts: Julie Cromer and Toni Pryor

March 7 – Cleveland Arms Apts: Alfreda Telfair & Audrey Green

2015 Calendar: Members were asked to give Sandy input on events that should be listed on W.A.C.'s calendar. The first half of 2015 is already proving to be very busy for the committee, and it's imperative that all events be listed. There was also discussion that W.A.C. should not feel obligated to attend every event they are invited to. The committee strives to give back to the community and work as they can, but it's not practical for members to participate in two or three events held on the same day.

### **Adjournment**

Chair Gloria Coon adjourned the meeting at 10:20 a.m.

**ACTION REQUIRED:** None



Metropolitan Jacksonville Area  
HIV Health Services Planning Council

**PLWHAA COMMITTEE**

(People Living With HIV/AIDS and Affected Community)  
Ryan White Part A and Part B Programs  
Social Services Division

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

## Summary of Meeting

Meeting Date: Noon - Thursday, February 12, 2015

**Committee Members Present:** Torrence Shiloh (*Chair*), Mark Cleveland, Gloria Coon, Denise Grace, Nathaniel Hendley, Sharon Hunter, Denise Jackson (*Secretary*), Terri Mims, Gregory O'Gwinn, Frieda Saraga, Velda Stokes, and Antoinette Turner

**Support Staff Present:** Sandy Sikes

**Guests:** Veronica Hicks, Michael Kyger, Donna Sabatino, Brazil Scantling, and James Turpin

The meeting was called to order at 12:02 p.m. by Past Co-Chair Nathaniel Hendley.

A moment of silence was observed, followed by the reading of the PLWHAA Mission Statement. Self-introductions were made and Denise Jackson called the roll and distributed committee applications to prospective members. The meeting proceeded as outlined in the agenda.

**Public Comments/Announcements:** The Advocacy Council is holding a formation meeting 11:00 a.m. on March 12. The following PLWHAA committee members volunteered to be on the Advocacy Council: Mark Cleveland, Gloria Coon, Denise Grace, Veronica Hicks, and Terri Mims.

**Old Business:** Still collecting items for N4L (Necessities for Living)

**New Business:**

Co-Chair Nominations – those present voted by ballot and Mark Cleveland was elected co-chair.

PLWHAA 2015 Membership was promoted and encouraged.

'*Positive Perspectives*' – a presentation by Donna Sabatino of Janssen Therapeutics

2015 Topics/Speakers – members were asked to let the Chair know what topics they want for the year

2015 Fundraisers – Chair Shiloh said the committee will need to hold some fundraisers during the year

Star Chart 2015 – being revised for 2015

Birthdays sign-up sheet was reviewed and completed

Update membership – new applications were given to prospective members. All others in attendance had applications up to date and completed.

Telephone communications roster – members volunteered to perform monthly phone calls to PLWHAA members and prospective members to remind them of monthly meetings and activities.

PLWHAA Welcome Committee – to be determined

The meeting was adjourned by Chair Torrence Shiloh at 1:35 p.m.

**ACTION REQUIRED:**

No action required.





## MEMBERSHIP COMMITTEE

Ryan White Part A and Part B Programs  
Social Services Division

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

# Summary of Meeting

Meeting Date: Friday, February 6, 2015 - 9:00 a.m.

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

**Not Present:** Antoinette Turner – *absence due to Checker Cab*

**Support Staff Present:** Sandra Sikes

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### Call to Order

The meeting was called to order at 9:13 a.m. by Chair Nathaniel Hendley.

### Moment of Silence Observed

### Review Unaligned Ratios and PC Representation

		<u>Duval County Epi Data</u>		<u>Planning Council Representation</u>	
Total Membership:	25	White:	30%	36%	White
		Black:	64%	56%	Black
Total Unaligned:	9	Hispanic:	03%	04%	Hispanic
		Other:	03%	04%	Other
Unaligned Ratio:	36.0%	Male:	70%	40%	Male
		Female:	30%	60%	Female

### Interviews for Reappointment

Committee interviewed Patricia Sampson who is seeking reappointment for the Mental Health Provider seat.

Invitations to interview were sent to three other members who are seeking reappointment. One person was ill, one was out of town, and the third had a work-related scheduling conflict.

### Unfinished Business

Recommendations for reappointment: The terms of eight Planning Council members will end February 28. Sharon Peterson, representing Health Care Providers including FQHC, is not seeking reappointment and her seat will be open on March 1. Membership committee did a blind review of the remaining seven Reassessment Tools last month, focusing on each applicant's attendance, participation in community activities, and answers to the six questions on the tool. This month, the Membership committee reviewed the Reassessment Tools again, and this time they were identified. Membership is recommending the following members to the Planning Council for reappointment:

Verlon Blair – Yes  
Kim Geib – Yes  
Kendall Guthrie – Yes  
Gregory O'Gwinn – No  
Patricia Sampson – Yes  
Ellen Schmitt – Yes  
Annie Youngblood – No

There was additional discussion regarding the Planning Council's upcoming vote on reappointments. Staff will distribute, collect, and count written ballots at the Council meeting. Ballots for reappointment will not be signed. Council members should vote on each of the seven applicants; a ballot left blank will be counted as a 'no' vote. Nathaniel will remind everyone that it is their responsibility to vote; this responsibility is not just to the Planning Council, but to the Mayor as well.

### **New Business**

- Co-Chair: The selection of a committee co-chair was deferred to the next meeting.
- Meeting time: Due to the problems we are having with Checker Cab, the committee decided by consensus to change the meeting time to 4:00 p.m. going forward. Meetings will still occur the first Friday of the month.
- New Member Appointment: Staff advised that Rep. Mia Jones is starting back her policy of meeting individuals who are being appointed to any of the Mayor's Boards or Commissions. This policy was in place for a short while sometime back, and Justin Bell is the only Planning Council member who went through this. Sheila Broderick was recently contacted by Rep. Jones office, and Sheila will be meeting with her soon.
- Planning Council booklet: Staff has prepared a new booklet geared to possible Planning Council or Proxy Pool applicants. The booklet is 28 pages and is mostly a recap of the Pre-Orientation power-point presentation. Overall first impression was favorable, but committee did request the print be larger so that it would be easier to read.

### **Announcements and Public Comments**

- New Member Orientation will be February 12, following the PLWHAA meeting. Terri Mims and Mark Cleveland will be attending.
- The next Membership Committee meeting will be Friday, March 6 at 4:00 p.m.

### **Adjournment**

Chair Hendley adjourned the meeting at 10:35 a.m.

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

- Voting by the Planning Council on which members they will recommend to the Mayor to appoint for another two-year term on the Council.

**Are you affected by  
Loved Ones with HIV/AIDS?**

**NEW Support Group**

**2nd Wednesday of Every Month**

**- 6pm -**

**Beginning**

**Wednesday, March 11**

**The loved ones of people living with HIV/AIDS  
often need emotional support!**

**Help manage your concerns for your loved one's illness,  
your own status, stigma, and many other issues**

**Location: Community Rehabilitation Center (CRC)  
623 Beechwood St  
Jacksonville, FL 32206**

# INTAC

River  
Region   
Human Services, Inc.  
Rebuilding Families, Restoring Communities

## INTEGRATED NEEDS TREATMENT AND CARE

INTAC is a program that provides holistic behavioral and medical services. Our unique approach ensures that our members receive complete medical, behavioral, and social services tailored to their individual needs and goals.

### Our members

- Adult African American males and females residing in Jacksonville, FL
- Adults living with or at risk of HIV/AIDS, STDs, substance abuse or mental health problems

### Our Services

- Individual/Group Counseling
- Medical Care & Referrals
- HIV/STD Testing, Counseling, Education, Treatment, Referral
- Substance Abuse/Mental Health Treatment
- Peer & Recovery Support
- Case Management Services
- Social Services (Health Insurance, SNAP, etc) Assistance & Referral
- Wellness and Nutrition Classes and more

### Our Team

- Outreach Workers
- Counselors
- Peer Specialists
- Service Coordinators
- Nurse Case Managers
- Medical Personnel



## Connect with Us



[www.facebook.com/WatsDaPlayJax](http://www.facebook.com/WatsDaPlayJax)



@WatsDaPlayJax



@WatsDaPlayJax

## Contact Us

904-899-6300 phone  
904-899-6380 fax  
Web: [www.rrhs.org](http://www.rrhs.org)

# AIDS Surveillance Report

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

Volume: XXIX

Area 4

January 2015

Number: I

Sex	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Male	5,042	70%	286	72%	241	77%	82	69%	41	71%
Female	2,132	30%	112	28%	74	23%	36	31%	17	29%
Race	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
White	2,173	30%	191	48%	182	58%	57	48%	23	40%
Black	4,560	64%	174	44%	92	29%	51	43%	29	50%
Hispanic	242	3%	20	5%	29	9%	4	3%	4	7%
Other	199	3%	13	3%	12	4%	6	5%	*	
Unknown	0	0%	0	0%	0	0%	0	0%	0	0%
Age	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
0-12	74	1%	3	1%	*		*		*	
13-19	106	1%	4	1%	3	1%	*		*	
20-29	1,405	20%	66	17%	63	20%	18	15%	8	14%
30-39	2,593	36%	134	34%	131	42%	59	50%	21	36%
40-49	1,930	27%	119	30%	79	25%	24	20%	15	26%
50-59	777	11%	54	14%	33	10%	10	8%	7	12%
60+	289	4%	18	5%	6	2%	5	4%	3	5%
Adult Exposure	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Sex (MSM)	2,896	40%	131	33%	144	46%	47	40%	19	33%
IV Drug (IDU)	1,153	16%	72	18%	30	10%	15	13%	10	17%
IV Drug/MSM	444	6%	23	6%	24	8%	8	7%	3	5%
Hemo./Transf.	61	1%	4	1%	*		*		*	
Heterosexual	2,339	33%	143	36%	98	31%	46	39%	23	40%
No Risk Reported	186	3%	22	6%	14	4%	1	1%	0	0%
Ped. Exposure										
Hemo./Transf.	4	5%	*		*		*		*	
Parent @ Risk	69	93%	3	100%	*				*	
No Risk Reported	*		*		*		*		*	
Totals	Duval		St. Johns		Clay		Nassau		Baker	
Cases	7,174		398		315		118		58	
Deaths	3,852		218		149		63		27	

\*\*\*\* Denotes less than 3.

Area 4 county Stats are current thru: 1/31/2015

Area 4 Department of Corrections cases have been excluded.

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.

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 Arrindell	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

Area 4

Volume: XVIII

January 2015

Number: I

Sex	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Male	1,803	64%	74	56%	93	67%	36	64%	17	65%
Female	1,020	36%	57	44%	45	33%	20	36%	9	35%
Race	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
White	653	23%	70	53%	68	49%	34	61%	10	38%
Black	1,970	70%	46	35%	54	39%	20	36%	14	54%
Hispanic	123	4%	12	9%	7	5%	*		*	
Other	76	3%	3	2%	9	7%	*		*	
Unknown	0	0%	0	0%	0	0%	0	0%	0	0%
Age	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
0-12	26	1%	*		*		*		*	
13-19	159	6%	6	5%	9	7%	7	13%	*	
20-29	946	34%	34	26%	45	33%	17	30%	9	35%
30-39	759	27%	25	19%	36	26%	16	29%	8	31%
40-49	602	21%	34	26%	30	22%	8	14%	4	15%
50-59	257	9%	19	15%	11	8%	6	11%	4	15%
60+	74	3%	12	9%	5	4%	*		*	
Adult Exposure	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Sex (MSM)	1,166	41%	51	39%	65	47%	26	46%	10	38%
IV Drug (IDU)	202	7%	23	18%	9	7%	4	7%	*	
IV Drug/MSM	71	3%	3	2%	5	4%	3	5%	*	
Hemo./Transf.	*		*		*		*		*	
Heterosexual	1,246	44%	48	37%	52	38%	22	39%	12	46%
No Risk Reported	109	4%	4	3%	5	4%	1	2%	2	8%
Ped. Exposure	Duval	%	St. Johns	%	Clay	%	Nassau	%	Baker	%
Hemo./Transf.	*		*		*		*		*	
Parent @ Risk	26	100%	*		*		*		*	
No Risk Reported	*		*		*		*		*	
Totals	Duval		St. Johns		Clay		Nassau		Baker	
Cases	2,823		131		138		56		26	
Deaths	245		14		10		6		0	

\* Denotes less than 3.

Area 4 county Stats are current thru: 1/31/2015

Area 4 Department of Corrections cases have been excluded.

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)

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Rick Scott  
Governor

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

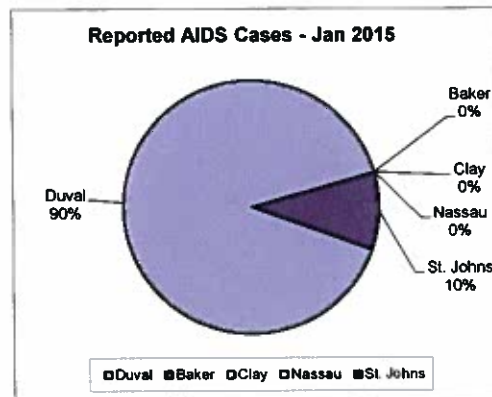
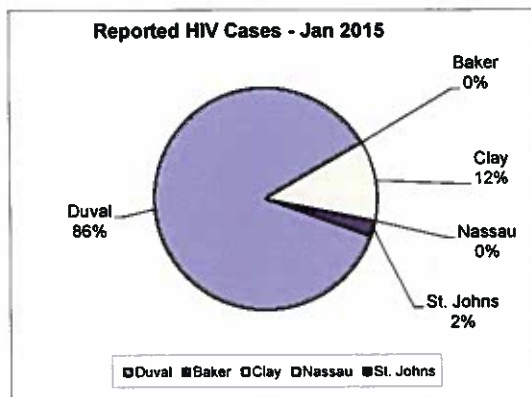
John H. Armstrong, M.D.  
State Surgeon General





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

County	Reported HIV Cases ** (Regardless of AIDS Status) Jan 2014	Reported HIV Cases ** (Regardless of AIDS Status) Jan 2015	HIV Percent Change	Reported AIDS Cases ** (Regardless of AIDS Status) Jan 2014	Reported AIDS Cases ** (Regardless of AIDS Status) Jan 2015	AIDS Percent Change
Duval	26	37	42%	23	9	-61%
Baker	1	0	-100%	0	0	N/A
Clay	2	5	150%	0	0	N/A
Nassau	1	0	-100%	1	0	-100%
St. Johns	0	1	N/A	0	1	N/A



\* AIDS and HIV numbers are frozen data as of 01/31/2015.

\*\*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.

## 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 2<sup>nd</sup> Thursday of every month, from Noon to 1:30 p.m.**

2015 Committee Chair is Torrencia Shiloh.

[Torrencia.shiloh@flhealth.gov](mailto:Torrencia.shiloh@flhealth.gov)

### Women, Adolescents, and Children

(9 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, the WAC Committee hosts an event for HIV Testing Day (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 1<sup>st</sup> Thursday of every month, except July, Sept. and Dec.**

2015 Committee Chair is Gloria Coon.

[Gloria.coon@comcast.net](mailto:Gloria.coon@comcast.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 (*like what we're doing today!*), 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 2<sup>nd</sup> Thursday of the month, when a meeting is called.**

2015 Committee Chair is Kendall Guthrie.

[Kendall.guthrie@jax.ufl.edu](mailto:Kendall.guthrie@jax.ufl.edu)

### 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 Co-Chairs, with consideration to the majority of their committee members.

2015 Committee Chair is Dr. Dana Barnes.

[Dana.barnes@jaxsheriff.org](mailto: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. 2015 Committee Chair is Ellen Schmitt.

[eschmitt@bmcjax.com](mailto:eschmitt@bmcjax.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 from HRSA; 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 4:00 p.m. on the first Friday of the month, approximately nine times a year. 2015 Committee Chair is Nathaniel Hendley. [Nathaniel.hendley@flhealth.gov](mailto:Nathaniel.hendley@flhealth.gov)

## Coordination

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;
- Comprehensive Planning: oversees the development and implementation of the comprehensive plan for Region 4.

The Coordination subcommittees meet as needed. 2015 Committee Chair is Justin Bell.

[Bellje044@gmail.com](mailto:Bellje044@gmail.com)

## EIIHA

(5 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. 16, March 20, May 15, July 17, \*skips September\*, Nov. 20). 2015 Committee Chair is Heather Vaughan.

[hvaughan@lssjax.org](mailto:hvaughan@lssjax.org)



# March 2015



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 3:00 Executive	4	5 9:00W.A.C.	6 4:00 Membership <div>Note TIME Change</div>	7
8	9	10 Nat'l Women & Girls HIV/AIDS Awareness	11	12 11:30 Lunch 12:00 PLWHAA	13	14
15	16	17	18	19	20 9:00 Providers Mtg 10:30 EIIHA Nat'l Native HIV/AIDS	21
22	23	24 HB: Antoinette Turner	25	26 No Planning Council meeting this month.	27	28
29	30	31		<b>Meetings held at 1809 Art Museum Drive—1st floor</b> For more information, please contact Planning Council staff at 630-3504 or 630-4661, or email us at SSikes@coj.net Visit our website at: <a href="http://www.coj.net/ryanwhite">www.coj.net/ryanwhite</a>		

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES  
PLANNING COUNCIL  
2015

Planning Council Chair:	<b>Kim Geib</b> (o) 548-1800 ext. 5204 <a href="mailto:Kim.geib@flhealth.gov">Kim.geib@flhealth.gov</a>
Planning Council Vice-Chair:	<b>Antoinette Turner</b> (c) 450-2827 <a href="mailto:turner93223@gmail.com">turner93223@gmail.com</a>
Secretary:	<b>Heather Kilpatrick</b> (o) 356-8371 ext. 360 <a href="mailto:Heather.kilpatrick@jaxlegalaid.org">Heather.kilpatrick@jaxlegalaid.org</a>
Treasurer: & EIIHA Chair	<b>Heather Vaughan</b> (o) 739-7016 <a href="mailto:HVaughan@lssjax.org">HVaughan@lssjax.org</a>
PLWHA Representative: & Women, Adolescents, and Children's Chair	<b>Gloria Coon</b> (c) 442-4221 <a href="mailto:Gloria.coon@comcast.net">Gloria.coon@comcast.net</a>
Parliamentarian: & Bylaws Chair	<b>Ellen Schmitt</b> (c) 707-1990 <a href="mailto:eschmitt@bmcjax.com">eschmitt@bmcjax.com</a>
PLWHAA Chair:	<b>Torrencia Shiloh</b> (o) 253-2984 <a href="mailto:Torrencia.shiloh@flhealth.gov">Torrencia.shiloh@flhealth.gov</a>
Priority & Allocations Chair:	<b>Kendall Guthrie</b> (o) 244-4424 <a href="mailto:Kendall.guthrie@jax.ufl.edu">Kendall.guthrie@jax.ufl.edu</a>
Coordination Chair:	<b>Justin Bell</b> (c) 556-2312 <a href="mailto:Bellje044@gmail.com">Bellje044@gmail.com</a>
Pharmacy & Therapeutics Chair:	<b>Dana Barnes</b> (o) 630-7412 <a href="mailto:Dana.barnes@jaxsheriff.org">Dana.barnes@jaxsheriff.org</a>
Membership Chair:	<b>Nathaniel Hendley</b> (o) 253-1167 <a href="mailto:Nathaniel.hendley@flhealth.gov">Nathaniel.hendley@flhealth.gov</a>

## RYAN WHITE OFFICE

### **PART A**

1809 Art Museum Drive, Suite 100  
Jacksonville, FL 32207

Program Manager	Deidre (Dee) Kelley <a href="mailto:dkelley@coj.net">dkelley@coj.net</a>
Executive Secretary	Mary Martinez 630-4661 <a href="mailto:Martinez@coj.net">Martinez@coj.net</a>
Accountant	Lourdes Diaz 630-0832 <a href="mailto:diazl@coj.net">diazl@coj.net</a>
Contract Manager	Sue Andrews 630-4663 <a href="mailto:candrews@coj.net">candrews@coj.net</a>
Program Support Aide <i>Planning Council Support</i>	Sandy Sikes 630-3504 <a href="mailto:SSikes@coj.net">SSikes@coj.net</a>
CAREWare Support	Brian Hopkins <a href="mailto:brian@nepotech.net">brian@nepotech.net</a>
Quality Service website (Dr. Graham Watts)	<a href="https://qualityinservice.com">https://qualityinservice.com</a>

### **PART B**

5917 105<sup>th</sup> Street  
Jacksonville, FL 32244

Max Wilson  
253-2985

Denise Jackson  
253-2590

Sandra Ellis  
253-2986

### **ELIGIBILITY**

UF Rainbow	244-2120
BCCC Dept. of Health	253-1040
Dental (to make appointments)	253-1287