



Metropolitan Jacksonville Area HIV Health Services

PLANNING COUNCIL

Ryan White Part A and Part B Programs

Social Services Division

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

A G E N D A

Meeting Date: **3:00 PM - Thursday, December 15, 2016**

CALL TO ORDER Antoinette Turner

MOMENT OF SILENCE

NHAS GOALS Member

Goal 1: To reduce new HIV infections

Goal 2: To increase access to care and improve health outcomes for people living with HIV

Goal 3: To reduce HIV-related disparities and health inequities

Goal 4: To achieve a more coordinated national response to the HIV epidemic

ROLL CALL Heather Vaughan

APPROVAL OF OCTOBER 27, 2016 MINUTES Antoinette Turner

TREASURER'S REPORT Nathaniel Hendley

ADMINISTRATIVE AGENCY – PART A REPORT Sandy Arts

LEAD AGENCY – PART B REPORT Max Wilson

PCPG REPORTPage 25..... Justin Bell

COMMITTEE REPORTS:

ExecutivePage 9 Kendall Guthrie

W.A.C.Page 17 Gloria Coon

MembershipPage 19 Nathaniel Hendley

PLWHAA Page 23 Gloria Coon

- Recommendation that the committee name be changed to Community Connections

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.

UNFINISHED BUSINESS Antoinette Turner

NEW BUSINESS Antoinette Turner

ELECTION OF OFFICERS FOR 2017 Members

- Kendall Guthrie will automatically move up to Planning Council Chair next month
- Nathaniel Hendley nominated for Vice-Chair – no other nominations
- Sharon Hunter nominated for PLWHA Representative – no other nominations

PUBLIC COMMENTS Members of the Public

ANNOUNCEMENTS All

ADJOURNMENT Antoinette Turner

MEET and GREET Guests and Members



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, December 15, 2016

Council Members Present: Antoinette Turner (*Chair*), Kendall Guthrie (*Vice-Chair*), Heather Vaughan (*Secretary*), Nathaniel Hendley (*Treasurer*), Gloria Coon (PLWHA Rep), Ellen Schmitt (*Parliamentarian*), Michael Bennett, Ne'Tosha Dopson, Veronica Hicks, Sharon Hunter, Christie Mathews (*Telephone*), Terri Mims, Beth Parker, Pat Sampson, Errol Schell, Torrencia Shiloh, and Max Wilson

Council Members Absent: Dana Barnes, Vernard Clinkscales, and Verlon Murray

Proxy Members Present: Linda Williams

Proxy Members Absent: None

Support Staff Present: Sandy Arts, Lourdes Diaz, Mary Martinez, and Sandy Sikes

Guests: Kenneth Arnold, Justin Bell, Krissi Cooper, Mary Glenn, Denice Grace, Steven Greene, DeWeece Ogden, Pamela Sanderson, and Herb Smith

Call to Order

The meeting was called to order at 3:00 p.m. by Council Chair Antoinette Turner.

Moment of Silence was observed.

NHAS Goals

Ellen Schmitt read the NHAS (*National HIV/AIDS Strategy*) Goals.

Roll Call

The Secretary took the roll. Proxy Pool member Linda Williams was called to the Table and a quorum was declared.

Approval of Minutes

Motion was made and seconded to accept the October 27, 2016 Minutes as presented.

Treasurer's Report

Nathaniel Hendley gave a report on the Ryan White Memorial Fund. The balance at the beginning of the year was \$450.00. There was only one expense this year; it was \$61.96 for flowers, which left a balance of \$388.04.

Administrative Agency Report

Program Manager Sandy Arts congratulated the World AIDS Day Committee on a successful week of activities, and also to the winners of this year's W.A.D. Awards:

<i>PLWHA of the Year:</i>	Mary Glenn
<i>Nurse of the Year:</i>	Jau Evans (AHF)
<i>Medical Provider of the Year:</i>	Dr. Ravi (UF CARES)
<i>Service Persons of the Year:</i>	Autumn Redding (UF CARES) Stephen Jones (NFAN) Jessica Klope (NFAN)
<i>Agency of the Year:</i>	Jacksonville Area Legal Aid
<i>CARES Award:</i>	Heather Kilpatrick (JALA)
<i>Trailblazer Award:</i>	Brian Hopkins (Part A Office)
<i>Impact Award:</i>	Deltas
<i>Vicki Hitzing Waldron Award:</i>	Bonita Drayton (UF CARES)

She attended the Part A Statewide Meeting in Tampa November 2, which provided her an opportunity to meet some of the other players around the state. The Administrative Agency conducted a Jail Link meeting December 12, and members were advised that over the past nine months, 125 clients were screened, 91 enrolled, and 28 declined for various reasons.

During her monthly call with HRSA Project Officer Andy Tesfazion, she was advised that HRSA has received all required reports from our office; the next report due is the Estimated Unobligated Balance Report and Carryover Request for 2017. Right now the estimate is \$95,240, but that amount is likely to change in either direction during the next couple of months.

Sandy informed the Planning Council that the second amendments for current year funding to realign funds have been submitted to the City's Office of General Council for processing. They should be returned to the Part A Office soon and will then be mailed out to the providers.

Lead Agency Report

Max Wilson of the Part B Office also extended his congratulations to the World AIDS Day Committee for all the events they coordinated that week. The Condom Blasts and testing were very successful, and Max was glad to see the Poetry Slam continue. The Part B report is going to be a big bag of little things this time.

ADAP: Some good news, some thank yous, and some continuing to ask for help. Max was pleased to report that the ADAP pick-up rate is now over 80%. Nathaniel and several other FDOH employees have worked hard on that project, conducting reminder phone calls and other efforts to get clients to pick up their meds. Clients have also mentioned getting reminder phone calls from their case managers, so Part B wanted to thank the agencies for their efforts as well. Failure to pick up medications will now result in a client being dropped from ADAP.

We are also seeing some difficulty in clients coming in for renewals of eligibility and transition to the marketplace and not having all their paperwork in order, especially proof of income. We need to get the message to case managers to make sure their clients know how important it is to have all their paperwork when they arrive for their appointment.

CQM Plan: The Continuous Quality Management Plan, or CQM, was submitted to Headquarters a few weeks ago. It is a plan to govern the quality management at the lead agency. Our CQM Plan is actually a draft and will be reviewed by Headquarters' staff and they will provide feedback, probably starting in February. Hopefully it will be completed sometime in 2017 and we will share that with the Planning Council.

Robert Wood Johnson Survey: Several of you have participated in this survey known as Integrating to Improve or I2I, which focused on the degree of connectivity among AIDS Service Organizations (ASO). The survey is now finished and the survey group would like to present it as a webinar during the first part of 2017.

Harvoni: The CCC Pharmacy still has Harvoni in stock for Hep-C patients. All you need is Ryan White eligibility and a prescription. If you know of anyone who would benefit from treatment, please contact Kizzie Jones.

Test and Treat: FDOH Duval County is on the brink of being able to provide this service. They now have the medication in stock; meds are free and will be available to people who have tested positive very recently. You could see somebody literally hours after getting a rapid test. Kiszkie Jones and Rod Brown are the contacts.

Patient Care Planning Group (PCPG)

Justin Bell outlined the PCPG meeting held in Tampa November 1 and 2. Justin is the Jacksonville TGA's Representative, Herb Smith is the Alternate, and Sandra Ellis Represents the Department of Health in Area 4. Their counterparts on the Prevention Planning Group (PPG) side are Joe Mims, Area 4 Representative; Torrencia Shiloh, Alternate; and Rod Brown for the Department of Health. The Red Ribbon report was included in the Planning Council packets and Justin briefly mentioned a few points. He emphasized the Statement of Needs Survey currently going on. This survey is provided in paper form, as an app, and online; links to the survey have been distributed to agencies. There has been very little response from consumers in the Jacksonville area. From a suggestion made during his report, Justin agreed to also post the survey link to the World AIDS Day Committee's Facebook page.

Committee Reports

Executive

Kendall Guthrie

The committee met November 17 and heard reports from the committee chairs. There was no new or unfinished business.

W.A.C.

Gloria Coon

The committee met November 3 and finalized plans for hosting games at AIDS Walk. However, we later learned that the HOPE Picnic was not happening that same day and there was no need to have games and entertainment to keep people at the event, so the decision to cancel the games was made.

The committee met November and December. Members expressed concerns over a couple of services, and those concerns have been fixed. During the December meeting, programs were presented to the members by Nathaniel Hendley, Mike Finley, Dr. Graham Watts, and Dr. Keisha Pullins.

The committee recommended a name change to the Planning Council. The change would be from PLWHAA to Community Connections. The recommendation was presented and a vote was conducted by show of hands with 15 in favor of the name change and 1 opposed. Going forward, this committee will be known as Community Connections.

Membership

Nathaniel Hendley

Nominations for 2017 Planning Council officers closed October 27. The committee met November 2 and finalized the slate of officers; there was only one person per office running, so an election by ballot will not be needed. Members also looked at the mandated seats that will become vacant on March 1, and began identifying possible recruits for those seats.

Membership Committee met again December 7 and interviewed Steven Greene. **The committee recommendation was that the Jacksonville Planning Council appoint Steven Greene to its Proxy Pool.** There being no further discussion, the Council then voted unanimously to appoint Mr. Greene to the Proxy Pool.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Election of Officers for 2017

By acclamation, the following were elected to office:

Planning Council Chair	Kendall Guthrie
Planning Council Vice-Chair	Nathaniel Hendley
PLWHA Representative	Sharon Hunter

Public Comments

Mary Glenn asked if the Planning Council packet would be available on the City of Jacksonville (coj.net) website? The answer is that the packets are available, but they are not posted until one to two months after the meeting. The Part A Office usually has four or five extra packets at the meeting, and individuals may also contact the office and a full packet will be emailed to them.

Announcements

- Beth Parker referenced a flyer that was included in the packet, regarding the Affordable Care Act (ACA). There is a strong possibility that ACA will be repealed; a vote in Congress could take place as early as January. People are being asked to contact their Senators and ask them to not vote to repeal ACA without simultaneously voting on a replacement plan.

Adjournment

The meeting was adjourned at 4:05 p.m.


Antoinette Turner, Chair


Heather Vaughan, Secretary

AT/HV:ss

Metropolitan Jacksonville Area HIV Health Services
PLANNING COUNCIL

EXECUTIVE COMMITTEE

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

Tuesday, November 17, 2016

Summary of Meeting

Committee Members Present: Antoinette Turner (*Chair*), Kendall Guthrie (*Vice-Chair*), Heather Vaughan (*Secretary*), Nathaniel Hendley (*Treasurer*), Ellen Schmitt (*Parliamentarian*), Dana Barnes (*Pharmacy & Therapeutics*), and Todd Reese (EIIHA)

Committee Members Absent: Gloria Coon and Errol Schell

Guest: Sharon Hunter

Support Staff Present: Mary Martinez and Sandra Sikes

CALL TO ORDER

The meeting was called to order at 3:00 p.m. by Chair Antoinette Turner.

MOMENT OF SILENCE OBSERVED

COMMITTEE CHAIRS' REPORTS

W.A.C.:

There was no report.

PLWHAA:

Nathaniel gave the committee report. PLWHAA met November 10 and a couple of concerns were voiced. One had to do with the CCC Pharmacy, and Torrencia and Nathaniel both took the information back to the Department of Health for a resolution. The other concern was about transportation services being rendered from the agencies, and three clients spoke about that. The PLWHAA committee reminded people about volunteer opportunities and about the sick and shut-ins; they did mention Jim Bernert. The majority of the committee came up with a new name, which is Community Connections, to replace the name PLWHAA. This is being done as an effort to get rid of some of the stigma of the PLWHAA name, and hopefully this will help increase membership. The recommendation for this name change will be brought before the Planning Council for a vote next month.

The Positive Living Conference and the importance of attending were also discussed. Torrencia went over the rules and explained what members will need to do to be considered for the scholarship next year. Monthly auctions continue in order to raise money for the scholarships; this month's item is a Bluetooth speaker for an iPhone.

Coordination:

Heather stated that the committee has not met during the past few months. Their next meeting is scheduled for January 11.

EIHA:

Todd reported that the committee meeting scheduled for tomorrow has been cancelled. EIHA will meet again in January.

Pharmacy & Therapeutics:

Dana reiterated that the Planning Council is again using its own Formulary, per the motion that was passed at the October meeting. She has received a request to look at adding naloxone to the Formulary; the committee also needs to review the utilization reports from DOH and AHF to see if there are any medications that are no longer needed. Dana encouraged everyone to attend the Pharmacy & Therapeutics meetings as the committee needs input from all fields: patients, clinics, pharmacists, etc.

Nathaniel passed along a question that he received during a recent Positive Long Term Recovery support group meeting: will medical marijuana ever be added to the Ryan White or ADAP Formulary? Dana answered that there are no plans or discussion at the moment to add it; at this point it is still very limited as to who can prescribe medical marijuana and what pharmacies can carry it.

Membership:

The committee met November 2 and reviewed the unaligned ratio which is currently at 35%. Nathaniel stated that everyone should still be mindful of our recruitment efforts in order to ensure our representation is in line with the local epi data.

The deadline for nominations was October 27, and no further nominations were received. The slate is now final: Kendall Guthrie will move up to Planning Council Chair, Nathaniel Hendley is the only nominee for Council Vice-Chair, and Sharon Hunter is the only nominee for PLWHA Representative. Since there is no opposition, a ballot will not be needed. Members can vote by acclamation at the Planning Council meeting.

The committee also looked at the projected roster and unaligned ratio as it is expected to look in March 2017. Nathaniel asked Kendall for Dr. Mobeen Rathore's contact information so that Nathaniel can ask for his recommendation to the Hospital Planning/Health Care Planning Agencies seat on the Council. Everyone on the Executive Committee was also asked to look at people who might be a good candidate for this.

Priority & Allocation:

No committee meeting since the last Executive meeting, so there is nothing new to report. Their next meeting will be in either January or February.

Bylaws:

There have been no committee meetings lately and the Council approved the bylaws changes in July. Regarding the upcoming recommendation to change the name of the PLWHAA committee, should this be approved by the Planning Council, then the name will be automatically changed in the bylaws without having to have a committee meeting or motion. It's viewed as a housekeeping item.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

STAFF REPORT

Sandy spoke to Jim Bernert a couple of days ago. He has been hospitalized and is now being transferred to Heartland, where he's expected to stay until the first of the year. Jim has agreed to step down from the Proxy Pool, but he will continue to be a member of the PLWHAA committee. When he is able to return to the meetings on a regular basis, he will submit a new Membership Application and we are expecting that he'll be quickly added back to the Proxy Pool.

Sandy also read an email she sent Michael Kyger on November 15, asking if he was still interested in remaining on the Proxy Pool. Sandy has had no contact from Michael since early April, and she requested that if he does want to remain on the Proxy Pool, that he contact her by Friday. No reply will indicate that he is no longer interested in being on the Proxy Pool.

TRAINING

Additional training was provided to the Executive Committee. Highlights were:

- Members should keep a copy of each month's Planning Council packet. At the very least, you can just keep the Planning Council minutes. Packets are usually three-hole punched, so you can keep them in a binder.
- Members should keep a copy of the current bylaws, list of members in each committee, and Council roster.
- Use past Planning Council minutes or the packet to research items or answer questions that may come up regarding past actions a committee or the Planning Council did.
- The Planning Council is entitled to see how the money is spent in the service categories, but they cannot see how much money is spent per agency. In other words, what an agency bills for, and is paid for, is between that agency and the Part A office.
- Ryan White grant money is divided up 90% and 10%. A pie chart was distributed, showing what items are covered under the Administrative Agency's 10%.

PUBLIC COMMENTS

There were no public comments.

ANNOUNCEMENTS

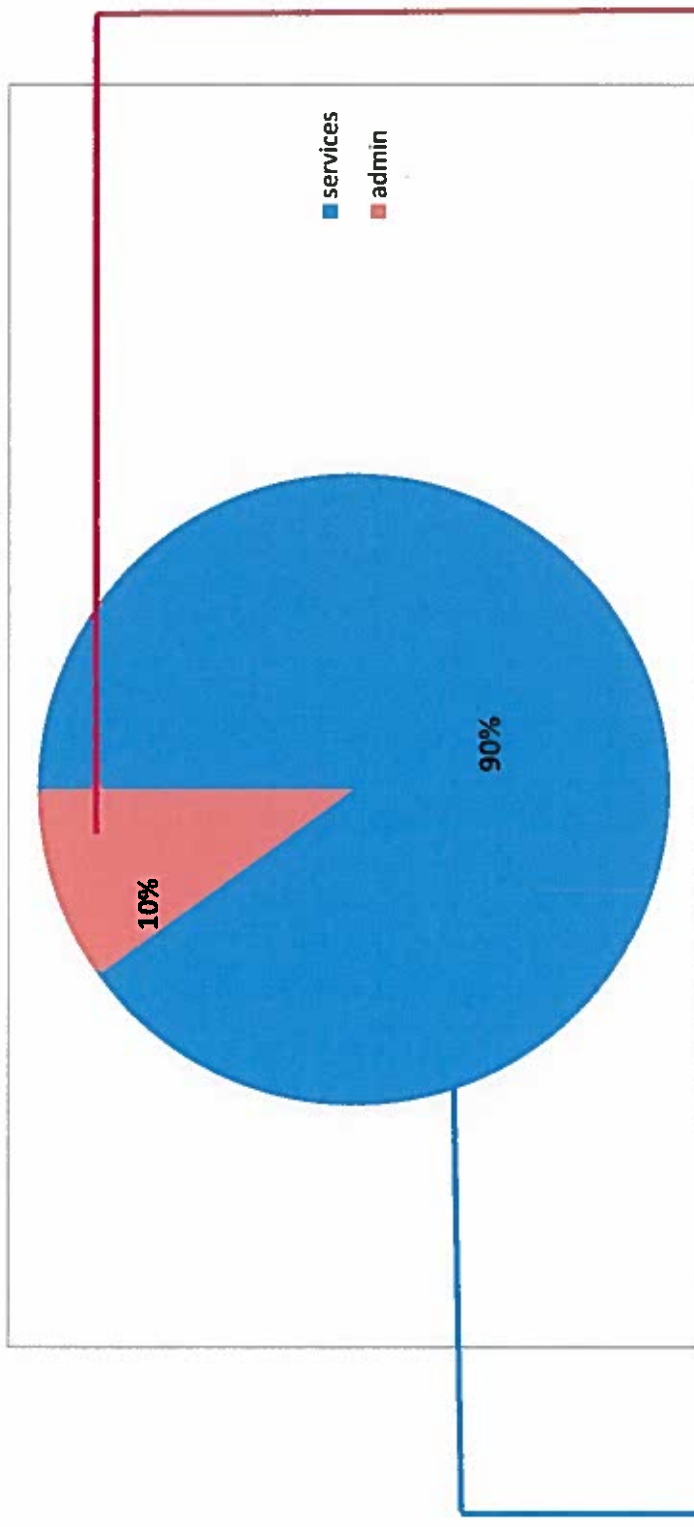
There were no announcements.

ADJOURNMENT

The meeting ended at approximately 4:00 p.m.

COMMITTEE RECOMMENDATION TO THE PLANNING COUNCIL: None

PART A GRANT



Ryan White Services that the Planning Council allocated for:

Ambulatory/Outpatient Medical Care	Non-Medical Case Management
AIDS Pharmaceutical Assistance	Medical Transportation
Medical Case Management	Legal Services
Mental Health	Outreach
Substance Abuse – Outpatient	Substance Abuse – Residential
Oral Health	Child Care
Medical Nutrition Therapy	Food (<i>LSS & NFAN Food Banks, etc.</i>)
Home & Community-Based Health	Emergency Financial Assistance
Health Insurance Premium	Transitional Housing

Administrative funds to run the back-office operation:

Salaries
Rent
Travel Expense/Mileage
Legal
Copy Center
Postage
Office Supplies
Food (*Council & committee meetings*)
Misc. Services (*taxi, WAD Lunch*)



TIPS for Council Members

DECEMBER 15, 2016

Metropolitan Jacksonville
Area HIV Health Services
Planning Council

2017 Meeting Dates for the Planning Council:

January 26

February 23

March 23

April 27

May 25

June – no mtg

July 27

August 24

September 28

October 26

Nov. – no mtg

December 21

- **CHECK EMAILS** – please check your email regularly for messages from the Planning Council staff. Some emails are informational, and some require a response. Every meeting that is scheduled, changed, or cancelled involves anywhere from 5 to 25 or 30 other people, so when you are asked about a meeting time, be aware that your delay in responding affects others.
- **EMAIL ADDRESS** - If the email that we are using for you is not one that you check daily, or almost daily, then consider providing us with one that you do check more frequently. As a Planning Council member, you need to stay informed about what is going on in the Council, its committees, and the Jacksonville TGA.
- **RECURRING MEETINGS** - Planning Council members do a good job of putting meetings on their calendar, whether it's Outlook, iPhone, or a paper calendar. The challenge is to develop a system where you take **off** meetings that have been cancelled. If you are using a system that has appointment recurrence, then consider:
 - Not setting appointments further than 12 months out, and
 - Going back into recurrence and deleting or changing any appointments as needed. An example is Planning Council meetings, where the Council meets on the 4th Thursday of each month, except June and Nov., and Dec. when it meets on the 3rd Thursday.

If you are not using appointment recurrence, but simply listing the appointments as they come up, or if you are using the monthly calendar provided by staff, then take a moment to cross off appointments on your calendar when you receive notification that the meeting is cancelled.
- **ADVISE STAFF OF CHANGES** - If you move, change your phone number or email address, please let staff know.

If you have an employment change, whether you're changing, leaving, or starting employment, you are required to complete a new Conflict of Interest form.

Metropolitan Jacksonville Area HIV Health Services
PLANNING COUNCIL

WOMEN, ADOLESCENTS, & CHILDREN'S COMMITTEE

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

Thursday, November 3, 2016

Summary of Meeting

Committee Members Present: Gloria Coon (*Co-Chair*), CoCo Adkins, Valerie Bozeman, Bonita Drayton, Audrey Green, Vivian Lanham, Terri Mims, Sherda Pierre, and Ella Russell

Support Staff Present: Sandy Sikes

CALL TO ORDER

The meeting was called to order at 9:15 a.m. by Member Audrey Green.

MOMENT OF SILENCE OBSERVED

SELF-INTRODUCTIONS BY MEMBERS

- ♦ Members participated in an exercise that showcased the activities and groups they are affiliated with.

UNFINISHED BUSINESS

- ♦ AIDS Walk: The Walk has been rescheduled for Saturday, November 19; location remains the same at Riverside Avenue Christian Church, 2841 Riverside Avenue. Committee members made plans on what would be done in hosting the board and card games after the Walk.
- ✓ Set-up – Tables should be set up for vendors by 9:00 a.m.; usually vendors clear their tables when the Walk starts, or immediately upon returning. Leave some of the tables up and W.A.C. can use them for the games. Audrey Green will be at the site by 9:00 a.m. to help with registration.

[9:30 a.m. The gavel was turned over to Gloria Coon upon her arrival.]

- ✓ Need to give Avery Gardner a note that morning, reminding him to announce that W.A.C. is hosting board and card games after the Walk. Gloria will also email Avery before then, as a reminder.
- ✓ Games – We have 9 bingo cards, but need to bring in pennies for the marker. Bonita will bring to Part A Office the bingo numbers to call. Sandy will bring in a Sorry game; Ella is bringing in two decks of cards; and someone will need to bring in a Checkers game. Vivian is in charge of music and Coco offered to help.
- ✓ Prizes – Three small prizes have been brought in, and others will come in the day of the Walk. It was suggested that we draw a ticket about every 15 minutes and the winner can come to the prize table and select their prize. Bonita offered to purchase tickets and donate to the group.
- ✓ Clean-up – Games and cards are expected to run from around 11:00 to 12:30. Sandy and Audrey will do clean-up and put up last of the tables and chairs and have this finished by 1:00 p.m.

NEW BUSINESS

- ♦ EIIHA and Comprehensive Plans: Members were given copies of the EIIHA Work Plan and also the Integrated Comp Plan. Several activities in EIIHA listed W.A.C. as a partner. Almost all W.A.C. members are also involved with other organizations (i.e. FCCAPP or WOAM) or with their employer agency. All were asked to look over the lists to see what they are responsible for, either as a W.A.C. member, or an agency employee.

PUBLIC COMMENTS

- ♦ There were no public comments.

ANNOUNCEMENTS

- ♦ NFAN Luncheon on Friday, November 18. Please RSVP if you will be attending.

ADJOURNMENT

- ♦ The meeting adjourned at approximately 10:10 a.m.

COMMITTEE RECOMMENDATION TO THE PLANNING COUNCIL:

None.

Metropolitan Jacksonville Area HIV Health Services
PLANNING COUNCIL

MEMBERSHIP COMMITTEE

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

Wednesday, November 2, 2016
Summary of Meeting

Committee Members Present: Nathaniel Hendley (*Chair*), Gloria Coon, Sharon Hunter, and Antoinette Turner

Committee Members Absent: None

Support Staff Present: Mary Martinez and Sandra Sikes

CALL TO ORDER

The meeting was called to order at 10:05 a.m. by Chair Nathaniel Hendley.

MOMENT OF SILENCE OBSERVED

REVIEW OF THE UNALIGNED RATIO AND PC REPRESENTATION

		<i>Epi Data for the TGA</i>		<i>Planning Council Representation</i>	
Total Membership:	20	White:	28%	35%	White
		Black:	64%	60%	Black
Total Unaligned:	7	Hispanic:	05%	00%	Hispanic
		Other:	03%	05%	Other
Unaligned Ratio:	35.0%	Male:	65%	35%	Male
		Female:	35%	65%	Female

UNFINISHED BUSINESS

- ♦ The deadline for 2017 nominations closed October 27. There was one final nomination made, but that person declined to run, so the 2017 slate is unopposed:

Planning Council Chair: Kendall Guthrie
Planning Council Vice Chair: Nathaniel Hendley
PLWHA Representative: Sharon Hunter

- ♦ Since Nathaniel and Sharon are running unopposed, there is no need for ballots at the December Planning Council meeting. The Vice Chair and PLWHA Rep can be presented to the Council, with separate motions to accept each by acclamation.

NEW BUSINESS

- ♦ 2017 Roster: Six members will be terming out in February 2017; the committee looked at the projected roster for March 1, to see where the focus should be on upcoming recruitment. The top need continues to be for unaligned Ryan White consumers, and those members come up through the Proxy Pool. The Council will also need to recruit candidates for the Hospital Planning, Social Services, and Part C Grantee seats. Nathaniel volunteered to contact Dr. Rathore to get his recommendation for someone from either Baptist or St. Vincent's Hospital, preferably someone in their Emergency Department or Infectious Disease Department. Nathaniel will also contact AHF about the Part C Grantee seat.

STAFF REPORT

- Officer Training: Since the incoming Vice Chair and PLWHA Rep were at this meeting, Sandy provided officer training for those two offices. Kendall, as Council Chair, will begin contacting members in December and early January about becoming committee chairs. Hopefully all committee chairs will be in place by February 1.

Gloria Coon will be ending her second term as PLWHA Rep, and she offered to get with Sharon at a later time to go over the specifics of that job and answer any questions Sharon may have. Likewise, Antoinette volunteered her counsel to Kendall and Nathaniel, should the need arise. Both Sharon and Nathaniel were provided with copies of the current bylaws and list of their new duties.

PUBLIC COMMENTS

None.

ANNOUNCEMENTS

None.

ADJOURNMENT

The meeting ended at approximately 11:35 a.m.

COMMITTEE RECOMMENDATION TO THE PLANNING COUNCIL: None.

Metropolitan Jacksonville Area HIV Health Services
PLANNING COUNCIL

MEMBERSHIP COMMITTEE

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

Wednesday, December 7, 2016
Summary of Meeting

Committee Members Present: Nathaniel Hendley (*Chair*), Gloria Coon, Ne'Tosha Dopson, Sharon Hunter, and Antoinette Turner

Committee Members Absent: None

Support Staff Present: Sandy Arts and Sandra Sikes

CALL TO ORDER

The meeting was called to order at 10:05 a.m. by Chair Nathaniel Hendley.

MOMENT OF SILENCE OBSERVED

REVIEW OF THE UNALIGNED RATIO AND PC REPRESENTATION

		<u>Epi Data for the TGA</u>		<u>Planning Council Representation</u>	
Total Membership:	20	White:	28%	35%	White
		Black:	64%	60%	Black
Total Unaligned:	7	Hispanic:	05%	00%	Hispanic
		Other:	03%	05%	Other
Unaligned Ratio:	35.0%	Male:	65%	35%	Male
		Female:	35%	65%	Female

INTERVIEW

The committee interviewed Steven Greene for a seat on the Proxy Pool. Antoinette Turner made a **motion**, seconded by Ne'Tosha Dopson, to **recommend that the Planning Council appoint Stephen Greene to the Jacksonville Planning Council's Proxy Pool**. There was no further discussion and the motion passed.

Eric Peeples was not able to make the interview today, due to illness.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

- ♦ Application Log: The committee reviewed the current membership application log. Three of the applicants are continuing in the membership process; two others had requested to be placed on hold for a few weeks, and will possibly be interviewed at the next meeting.
- ♦ CM Clinkscales: Due to his work schedule, this member has not been able to attend committee or Council meetings since August, and his schedule is not expected to change in the foreseeable future. There was discussion during the meeting on whether Planning Council members are fully aware of knowing when and how to step down from the Council. Gloria and Sharon both volunteered to contact CM Clinkscales and ask about his work schedule and offer guidance on a resignation letter, if that action is needed or requested.

STAFF REPORT

Sign-Ups: Committee Sign-Up Sheets were mailed to Planning Council and Proxy Pool members last week. A quick turn-around is requested, as the sooner Kendall Guthrie can get a list of members in each committee, the sooner he can begin selecting 2017 committee chairs.

PUBLIC COMMENTS

Nathaniel commented on the World AIDS Day events from last week. He attended almost every one and felt everyone did a great job.

ANNOUNCEMENTS

Gloria requested photos from the various World AIDS Day activities. Please email them to her, so that she can collect and forward on for recognition. She will be attending a conference in March in Washington, D.C., and they will use photos from local events.

ADJOURNMENT

The meeting ended at approximately 11:05 a.m.

COMMITTEE RECOMMENDATION TO THE PLANNING COUNCIL:

That the Jacksonville Planning Council appoint
Steven Greene to its Proxy Pool

PLWHAA COMMITTEE

(People Living With HIV/AIDS and Affected Community)

Ryan White Part A and Part B Programs

Social Services Division

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



Summary of Meeting for Thursday, November 10, 2016

Members in Attendance: Gloria Coon (*Chair*), Denise Jackson, Torrencia Shiloh (Co-Chair), Terri Mims, Nathaniel Hendley, Beth Parker, Linda Williams, , Debbi Carter, Denice Grace, Veronica Hicks, Jerry Murray, Verlon Murray, Rikki Stubbs, Antoinette Turner, Sharon Hunter, Steven Greene

Guests:

The PLWHAA Committee meeting was called to order at 12:00 p.m. by Chair Gloria Coon.

Following a **moment of silence**, Antoinette Turner read the **Mission Statement**:

Our mission is to educate, advocate, support and empower all PLWHAA (People Living with HIV/AIDS and Affected) in Northeast Florida communities. We exist as a vocal planning body, focused on raising awareness through high impact prevention strategies, leading us to our goal of getting to zero.

Denise took the roll and there were no guests to be recognized at this meeting. There was one public comment, and **announcements along with shared reflections**:

- **Comment regarding:** We had a client who encountered several barriers to medical adherence with Comprehensive Care Pharmacy. The client was turned away from receiving medication refills after several visits and phone calls with the pharmacist. The pharmacy offered the client no other option to fill the gap in service and help him stay compliant. He stated, "I have always called my refills in on time every month." There was a conflict in the system regarding his refill date versus expiration dates, for pick up. As a result, the client has received his medication even though it was much later than expected. Torrencia took responsibility to follow up on this issue immediately with a resolution to this problem.
- **Concerns with transportation:** Another member shared his experience with trying to receive gas cards from his case management agency NFAN. He shared that he had over four appointments in one month, but received opposition from his case manager about the number of gas cards he could receive. He also addressed as well as concerns with the care and attitudes of Case Managers to clients. As a result, **two other clients** expressed that they experienced the same treatment from this agency. The agency has reported that they have no gas cards available on several occasions. It was mentioned that specific organizations consistently have no transportation assistance although funds are allocated for transportation assistance to all agencies.
- **2016 AIDS Walk will be held on Saturday, November 19, starting at 9:00 am at the Riverside Avenue Christian Church, 2841 Riverside Avenue.** The WAD calendar of events was shared and distributed.
- **Reminder call to committee members** by PLWHAA committee members was suggested. Volunteers are needed for this responsibility and Sharon Hunter volunteered to call members for December meeting. Denise will provide Sharon with the phone roster to ensure that this task is carried out.

- **Everyone was encouraged** to contact our sick and shut in members. The chair called Eric McBride prior to the meeting and he was happy to hear from the committee, and that they had not forgotten him. His telephone number is (904) 288-1976. The committee was asked to reach out to Jim Bernert as he is in the hospital again.

NOVEMBER Birthdays were acknowledged as:

Veronica H. Michael K. Verlon M. Torrencia S. Charles W.

New Business

Name Change Some are concerned that the committee name discourages participation and encourages stigma. Suggested names were: **Area 4 Consumer Advocates, Jax. FL. and Community Connections.**

Majority of committee recommended to change current name from People Living with HIV/AIDS and Affected (**PLWHAA**) to **Community Connections.**

Voted: to change PLWHAA Committee name to **Community Connections.**

Recommendation of name change will be presented to Planning Council at December meeting.

Positive Living 2017 (20 Year Celebration) criteria was shared with committee.

Auction Items needed from members for bid to raise funds for Positive Living Conference 2017 scholarships. Committee was encouraged to promote bidding on auction items to the community. October bid closed at \$55, and Debbi Carter was the winner. Auction Item for November: **Bluetooth Speaker – beginning bid is \$75.**

Participation in WAD week events and Condom Blasts was encouraged. Events will take place on November 30, 2016 from 11a.m. to 3p.m. Members will receive 3 entry tickets awarded for their participation. Outreach and community engagement events are available for all to participate in.

New fiscal agent is needed to maintain PLWHAA committee funds. The committee will be seeking a new agent.

Remaining lunch items are available for committee members to take home after meetings.

Wrap-up and announcements:

WAD Condom Blasts - **November 30th**

WAD Annual Luncheon – **December 2nd** 11:30am -1:00pm

The meeting was adjourned at 1:15p.m.

Next meeting: December 8, 2016

COMMITTEE RECOMMENDATION TO THE PLANNING COUNCIL:

That the Jacksonville Planning Council change the name of the PLWHAA committee to Community Connections.

PLWHAA COMMITTEE

(People Living With HIV/AIDS and Affected Community)

Ryan White Part A and Part B Programs

Social Services Division

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



Summary of Meeting for Thursday, December 8, 2016

Members in Attendance: Gloria Coon (*Chair*), Denise Jackson, Torrencia Shiloh (Co-Chair), Terri Mims, Nathaniel Hendley, Linda Williams, , Debbi Carter, Denice Grace, Veronica Hicks, Jerry Murray, Verlon Murray, Rikki Stubbs, Antoinette Turner, Sharon Hunter, Steven Greene, Mary Glenn, Deirdre Esannason, Delmar Esannason, Frieda Saraga, Thomas Washington,

Guests: Steve Ownby, Marion Kent-Davis, Andy Andre, Pamela Sanderson, Keisha Pullins, Graham Watts, Mike Finley.

The PLWHAA Committee meeting was called to order at 11:50 p.m. by co-Chair Torrencia Shiloh.

Following a **moment of silence**, Mary Glenn read the **Mission Statement:**

*Our mission is to educate, advocate, support and empower all **PLWHAA (People Living with HIV/AIDS and Affected)** in Northeast Florida communities. We exist as a vocal planning body, focused on raising awareness through high impact prevention strategies, leading us to our goal of getting to zero.*

Roll call by Denise Jackson. No announcements were presented.

- **Nathaniel Hendley :** Presented a video on Disparities which empowered PLWHAA members to think about what needs to be done to prevent disparities in the community.
- **Mike Finley:** Presented information on the T-spot test, and new technologies utilizing the blood draw version of the test.
- **Graham Watts:** Shared important information in reference to Communicating Intentionally, and how Point of Agreement, Tone, and Body Language is vital in communicating effectively to each other and clients.
- **Dr. Keisha Pullins:** Provided pertinent information on the process of prescription refills at the DOH Duval Comprehensive Care Center Pharmacy.
- **Everyone was encouraged** to participate in the Needs Assessment Survey on-line. Survey is due by January 7, 2017. Hardcopies along with a return self-addressed envelope were provided for those without computer access.
- **Guests were recognized and introduced to the committee**

- **Denise Jackson:** Provided information on lunch etiquette and encouraged all to be considerate of the new process and welcomed all member's participation in the new process. Volunteers agreed to help with packing to-go lunches and clean up after each lunch/meeting.
- **New Name Change:** The PLWHAA group will submit the recommendation to the Jax Planning Council to change the current name to "Community Connections."
- **Nominations:** The committee was asked to think about members who would be a good fit for our next chair and co-chair for 2017.

DECEMBER Birthdays:

Jerry Murray

Mary Glenn: Was recognized by the committee for her acknowledgement as the 2016 PLWHAA of the year at the WAD luncheon December 2, 2016.

Auction Items needed from members for bid to raise funds for Positive Living Conference 2017 scholarships. Committee was encouraged to promote bidding on auction items to the community. Auction Item for November: **Skull Candy I-Phone Speaker – beginning bid is \$65.**

Fundraiser ideas were encouraged and welcome. Opportunity presented to have a night of Hambingo at Hamburger Mary's on January 2, 2017. Not enough members could commit to availability.

Wrap-up and announcements:

The meeting was adjourned at 1:32p.m.

Next meeting: January 12, 2017

Red Ribbon Report

A News Service of The AIDS Institute for
Florida Comprehensive Planning Network

Fall 2016



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Patient Care and Prevention Planning Group Combined Meeting

The Florida HIV/AIDS Comprehensive Planning Network (FCPN), Combined Patient Care Planning Group (PCPG) and Prevention Planning Group (PPG) meeting was held November 1-2, 2016 at the Embassy Suites-USF, Tampa, Florida.

Valerie Mincey, PPG Community Co-Chair, Jim Roth, Department of Health PPG Co-Chair, Kim Saiswick, PCPG Community Co-Chair, and Kira Villamizar, Department of Health PCPG Co-Chair, co-hosted and facilitated the meeting.



Laura Reeves, Acting HIV/AIDS Section Administrator introduced herself to the group and provided an update on leadership and section initiatives, statewide activities and integrated planning.

Joe May, Shelley Taylor-Donahue, Jimmy LLaque and Lorraine Wells presented a Patient Care Update which included information on ADAP & Insurance Transition and Clinical Quality Management (CQM). Mara Michniewicz also provided an update on [Prevention](#) efforts in Florida.

Nominations and elections for the PPG Community Co-Chair were held. Ken Bargar was chosen by the group as the new PPG Community Co-Chair (2016-2018).

On the second day of the meeting, Jim Roth, PPG DOH Co-Chair presented Valerie Mincey with a plaque recognizing her service as the PPG Community Co-Chair (2012-2016). A plaque for Debra Tuccl, former PCPG DOH Co-Chair (2004-2016) was also presented. Ken Bargar, the newly elected PPG Community Co-Chair was seated and joined the other Co-Chairs to help facilitate the remainder of the meeting.

Mara Michniewicz, Tamara McElroy, and Joe May presented on the next steps for the State of Florida's Integrated HIV Prevention and Care Plan. They solicited feedback from those in attendance on issues such as the convening of a new PCPG/PPG Monitoring and Evaluation Workgroup to ensure that the plan is successfully implemented and monitored.

Dr. Jeffrey Beal presented on [Test and Treat](#) - one component of Florida's plan to eliminate HIV transmission and reduce HIV related deaths. Ken Bargar provided an overview of the [Florida Gay Men's Workgroup](#) and recent activities.

For a copy of the State of Florida's Integrated HIV Prevention and Care Plan as well as presentations from the meeting, please visit the meeting [website](#).

Upcoming PPG Standing Committee & PCPG Workgroup Conference Calls & Webinars

The following is the schedule of upcoming conference calls and webinars for the PPG Standing Committees and PCPG Workgroups:

Joint PPG Needs Assessment Committee & PCPG NA Workgroup

Standing call day/time: 1st Thursday of every month at 2PM (EST), 1 hr. duration. However, the co-chairs have chosen an alternate date for December since the standing call day/time falls on World AIDS Day.

The next call is scheduled for Wednesday, November 30, 2016 at 2PM (EST)

[Register to attend](#)

Joint PPG Membership, Nominations & Bylaws Committee and PCPG Membership, Nominations & Bylaws Workgroup

Standing call day/time: 2nd Tuesday of every month at 10AM, 1 hr. duration.

The next call is scheduled for Tuesday, December 13, 2016 at 10AM (EST)

[Register to attend](#)

PCPG & PPG Coordination of Efforts (Newly re-organized)

Standing call day/time: 2nd Wednesday of every month at 1PM, 1 hr. duration.

The next call is scheduled for Wednesday, December 14, 2016 at 1PM (EST)

[Register to attend](#)

PCPG & PPG Monitoring and Evaluation (Newly formed)

Standing call day/time: 2nd Wednesday of every month at 2PM, 1 hr. duration.

The first call is scheduled for Wednesday, December 14, 2016 at 2PM (EST)

[Register to attend](#)



Please Protect Our Care

Congress is rushing to repeal the Affordable Care Act with no guarantee that people in America will have comparable protections and comparable access to quality, affordable health insurance. This would harm millions of people in America and throw the U.S. health care system into disarray.

Lawmakers could vote as soon as January to repeal the Affordable Care Act. That's why we need you to email your Senators today asking them to not vote to repeal the ACA without simultaneously voting on a plan that provides the same coverage and protections of the ACA.

Repeal would lead to higher premiums and out-of-pocket costs, and leave state governments to cover the cost of care for those who lose coverage. It would also jeopardize the availability of adequate, affordable coverage for people with pre-existing conditions like cancer, diabetes, and heart disease.

It is critical that you let your Senators know now that they should not take away health care protections and coverage without a plan that will assure we have affordable, quality health insurance.



**The Pharmacy will be closed as follows for
Inventory, Christmas and New Year Holidays:**

MONDAY
December 26, 2016

CLOSED

TUESDAY
December 27, 2016

REGULAR HOURS
8:00 a.m. - 12:15 p.m. & 1:15 p.m. - 5:00 p.m.

WEDNESDAY
December 28, 2016

HALF DAY HOURS
8:00 a.m. - 12:15 p.m.

THURSDAY
December 29, 2016

CLOSED

FRIDAY
December 30, 2016

REGULAR HOURS
8:00 a.m. - 12:15 p.m. & 1:15 p.m. - 5:00 p.m.

Monday
January 2, 2017

CLOSED

THANK YOU

THE JACKSONVILLE PLANNING COUNCIL

JANUARY 2017



Mon	Tue	Wed	Thu	Fri
2 New Year's Day	3 3:30 Executive	4	5 9:00 W.A.C.	6
9	10	11 2:00 Integrated Comp Plan	12 12:00 PLWHAA 1:45 Priority & Alloc	13
16 MLK Day	17	18	19 9:00 MCM Meeting	20 9:00 Providers Mtg 10:30 EIIHA HB: Dana Barnes—21st HB: Christie Mathews—22nd
23	24	25	26 3:00 PLANNING COUNCIL	27
30	31	Events in bold are Planning Council / committee meetings held at Art Museum Dr. MEETINGS ARE SUBJECT TO CHANGE. To verify a meeting's start time, or to see if a meeting is still scheduled, contact Planning Council Support at 630-3504 or SSikes@coj.net.		