

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

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

**Planning Council MINUTES** for Thursday, June 27, 2019 – 3:00 p.m.

**Call to Order**  
*Debbi Carter*

Called to order at 3:05 p.m., followed by a moment of silence.  
The NHAS Goals were read.

**Comments**

There were no public comments.

**Roll Call**

Members Present: Michael Acker, Debbi Carter (*Chair*), Dawna Cornelissen, Ne'Tosha Dopson-Woodall, Steven Greene (*Vice-Chair*), Elinor Holmes, Christie Mathews, Dan Merkan, DeWeece Ogden, Herb Smith, Zane Urbanski, Katrina Williams, and Linda Williams (*PLWHA Rep*)

Associate Members: Wade Davis, Heather Kilpatrick

Members Absent: Glen Edwards, Veronica Hicks, and Barrett Tyson

*Following roll call, staff and guests introduced themselves.*

Staff: Sandy Arts, Megan Graham, Mingnon Jones, and Johnnetta Moore (*Division Chief*)

Guests: Johanne Belizaire, Justin Bell, Mark Cleveland, Lakisha Cohen, Chloe Kensington, Vincent McDaniel, Tyvin McSwain, Joseph Mims, Karen Mitcham, DeWayne Robinson, Stephanie Smith, and Tyree Williams

**Minutes**

Debbi Carter asked if there were corrections on the minutes of the May 23, 2019. As there were none, a motion was made by Natasha Dopson-Woodall to approve the minutes as presented, it was seconded. There were no abstentions. The minutes were approved.

**AGENCY REPORTS**

**Lead Agency – Part B**  
(Joseph Mims)

Financial

- Will be reviewed in August

Operations

- Staff Changes
  - Johanne Belezair has taken her seat as the Lead Agency Manager
  - Interviews were completed for the Prevention Training Consultant, the final decision will be made shortly.
- Clinic Updates
  - As of 07/01/19 Dr. Pella will no longer be with FDOH (Dr. Martinez will assume her role).
  - Tele-health services are available (PrEP and HIV) coordinate with Kizzie Jones at 253-1276.
  - The Dental Clinic is scheduled to be moved to Central Health Plaza by the middle of July.
- Pharmacy Updates
  - End of the year medication inventory tentatively scheduled for June 27<sup>th</sup>, June 28<sup>th</sup> and July 1<sup>st</sup> Pharmacy will be closed, please inform your patients.
  - Pharmacy Ready Fill program continues to develop. The task is that the MCM's work with FDOH Pharmacy to ensure clients pick up their medications.
  - Pharmacy Viral Suppression Program has about 80 clients that they are following. They are providing medical adherence counseling and monitoring their Viral Load.
  - They are still working on the pharmacy delivery program, it is still in development.
- Contract/Grant Updates
  - FDOH is working to establish/renew MOU's with all of their community partners.

Client Services

- As of May, there were 88 Test and Treat individuals, with 19 happening in May.
- As of May 6, 2019, there were 34 patients who used PrEP, with 6 happening in May.

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### **Lead Agency – Part B**

*(cont'd)*

- There are 9 NPEP patients YTD, with 2 being in May
- They could not report on the HIV testing numbers for Area 4, it is reported quarterly. The update will be reported at the next meeting.
- The ADAP Pickup rate is 85.75%
- The Area 4 viral load is at 86.14%

### State Office

- FCPN

- Ending the Epidemic funding will be received in the future. They have not received the date or dollar amount as of yet.
- The conversion of Central Pharmacy to CVS Specialty Care has been delayed until August 2019.

### Outreach

- Transgender Workgroup met June 13, there were 3 individuals in attendance.
- Area 4 is conducting the National HIV Testing Day and additional Activities for the week. They will include a picnic in the park and Cupcakes and Conversations.

### **Administrative Agency**

**– Part A**

*(Sandy Arts)*

- Priority & Allocations will have the next meeting on July 11, 2019 and July 25, 2019 to discuss the allocations for the next year. There will be a detailed report on the expenditures for the year. Input is needed from the community to inform the committee of what services are needed. Voting individuals will need to attend both meetings in order to vote on the 25<sup>th</sup> of July.
- There have been some changes made in how services are going to be reimbursed. HRSA provided technical assistance throughout the process.
- Community Connections will be provided with lunch during the meetings of the month of August and for the Thanksgiving Holiday by the Part A Office.
- There will be a Public Hearing at the NFAN luncheon on June 28, 2019.
- Please get involved with the Youth Block Party, see Katrina Williams for additional information.
- Linda Williams was presented with a plaque for her services with the Metropolitan Jacksonville Area HIV Health Services Council.

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### **Administrative Agency Part-A** (*Johnnetta Moore*)

- Quarterly audits will be performed on the departments budgets to ensure that the funding is being spent accordingly. Bi-monthly audits may replace quarterly audits if the money is not being spent accordingly.

### **Community Connections** (*Justin Gordon*)

#### The C.A.B. Update

- The C.A.B. meeting took place on June 18, 2019.
- The IMPAACT Leadership Groups and Scientific Committee members will be creating information reports for IMPAACT to distribute.
- The PHACS meeting was held in Washington, DC. Presentations were given by different ICAB panelist on Working with Adolescents, and Discussing the Disclosure on Stigma. Also discussed were topics on how to improve CAB in ways to benefit the clients and their needs.

#### The Reports Update

- The DOH Ryan White 2019 HIV Care Needs Survey was given out to patients
- The UFCARES plans to send out a survey to patients about the possibility of UFCARES moving towards Primary Care Services.

## **COMMITTEE REPORTS**

### **Membership Committee** (*Linda Williams*)

- A brief overview was given of the Representation Chart.
- Introduced New Membership Chair Elinor Holmes.
- Joseph Mims and Mark Cleveland were introduced to the Planning Council for recommendation of appointment to the Planning Council. A roll call vote was taken and the votes were unanimous and moved forward to the Mayor's Office.
- The current unaligned ratio is 28.57%.

### **Integrated Comp Plan** (*Dan Merkan*)

- A brief overview of tables 1 and 10 of the 2017 - 2021 Jacksonville, FL Transitional Grant Area (TGA)/Partnership 4 Integrated HIV Prevention and Care Plan.
- An update was given on the status of the Client Self-Confidence, Cultural & Linguistic Competence and Stigma survey. It will be resubmitted for additional input.

### **Bylaws Committee** (*Dawna Cornelissen*)

- The first reading was given of the proposed changes for Article IV, section 8.
- There were questions regarding the clarification of the wording for Article IV, section 8, letter A. The decision was made to send the proposed changes for that part back to the Bylaws committee for further review.

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### **Bylaws Committee** (cont'd)

- Additional verbiage was added to Article IV, Section 8, letter H to add the words “for appointment”, therefore that part was returned to the Bylaws committee for further review.
- Additional changes were made to the membership requirements for Article II, Section 5. The information was moved to Article IV, Section 12, creating a new section within the Bylaws.
- Article VII, Section 5, Letter I clarified the requirements for attendance for planning council members.
- Article IV Section, 10, Letter B clarified the attendance requirements for the planning council attendance.
- Article IV, Section 10, Letter C was created to clarify the attendance percentage requirements for committee meetings.
- Motions were made for each change listed above, and they were all passed with the exception of the returned proposals.
- The next Bylaws committee meeting will be August 13, 2019.

### **PCPPG – 2019 HIV CARE NEEDS SURVEY** (Justin Bell)

- The name of the group has changed from Patient Care and Prevention Planning Group Meeting (PCPPG) to The Florida HIV/AIDS Comprehensive Planning Network (FCPN).
- The patient representatives of Area 4 were introduced, in addition to the statewide representation for Behavioral Science At Large and the PLWHA representative.
- The FCPN meetings take place twice a year in the Tampa, FL area.
- A brief overview was given of the HIV Prevention Update. The topics included Florida’s HIV testing efforts, and 2018 PrEP highlights information on High-Impact Prevention (HIP).
- A discussion was led on the Plan to End the Epidemic/National Strategy.
- A portion of the AIDS memorial quilt was displayed.
- The 2019 HIV CARE Needs Survey is now open. It is available on line and by paper. It will remain open through August 21, 2019.

### **ANNOUNCEMENTS**

- Women, Adolescents & Children elected new officers. Archie Green was voted as the chair. Bonita Drayton and Sherry Newman were voted as the Co-Chairs. Bren Davis was elected as the new Secretary.
- FCCAP with Clear Health Alliance will have several activities during the week of National Week of Prevention.

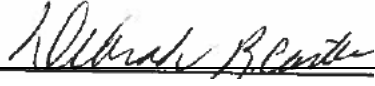
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**ADJOURNMENT**                      The meeting was adjourned at 4:45 pm.

Approved by the  
Planning Council on: 8/22/2019  
(Date)

  
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Debbi Carter, Planning Council Chair