

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL



Planning Council Meeting Minutes

Thursday, November 17, 2022 – 2:00 p.m.

Meeting Location: Department of Health – 515 W. 6th St. ♦ 3rd Floor Tobacco Room Jacksonville, FL 32206

PLANNING COUNCIL MEMBERS PRESENT	PLANNING COUNCIL MEMBERS ABSENT	STAFF PRESENT
Justin Bell		Karen Andrade
Chuck Flaherty	ASSOCIATE MEMBERS PRESENT	Sandy Arts
Dan Merkan, Chair	J C Harris	Rosa Knight
Glenn Edwards	ASSOCIATE MEMBERS ABSENT	Cyntoria Thomas
Pamela Hagley	Lynnette Cuebas	
Paula Burns	GUESTS PRESENT BY ZOOM	
Frances Lynch	Benny Hillman	GUESTS PRESENT
Timm Purcell	Steven Green	Johanne Belizaire
Randal Lucero	Greg Baxter	David Vandygriff
Mary Glenn	Reginald Caldwell	Timothy Neal
Deweyne Robinson	Chrissy Edmonds	Susan Adams
Heather Kilpatrick	Gina D'Ambrosio	Sean Hall
	Chrissy Guiriba	

Call to Order: D. Merkan, Chair, called the meeting to order at 2:07

Moment of Silence for those affected by HIV.

Roll call was taken by D. Merkan, Chair.

Introduction of Guests

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL

Quorum is established

NHAS Goals: F. Lynch read the NHAS goals

Approval of Agenda T. Purcell made a motion to approve the agenda for November 17, 2022, agenda as written, and it was seconded by R. Lucero. There were 10 ayes, 0 nays and 0 abstentions. **Motion #1 carried.**

Approval of Minutes from October 27, 2022. T. Purcell made a motion to approve the minutes from October 27, 2022, and it was seconded by D. Robinson. There was no discussion. Voting took place to approve the minutes. Results were 10 ayes, 0 nays and 0 abstentions. **Motion #2 carried.**

Public Comments: There were no public comments.

Officer and Committee Reports:

Chair & Executive Committee (D. Merkan): There is a HRSA learning collaborative that some members are attending today that begins at 4:00 pm today so we will be mindful of the time. The Chair attended the SWOT analysis meeting this morning on substance abuse. It was well attended. The meeting was broken into three segments, one was prevention one was SWOT and one was recovery of those in the community. It is relevant to the HIV community because substance abuse does overlap within the HIV community. The Executive committee spent time talking about working together in time and space. Due to Sunshine laws it is sometimes difficult for Chairs to communicate outside of meetings so all communication should be brought before the Executive committee.

Vice Chair and Needs Assessment (J. Bell): World AIDS Day is upon us, and it is an exciting time. As an Area 4 representative of the FCPN the Vice Chair asked those in attendance to look at the Red Ribbon report that is in the PC packet. This is a summary of the meeting that took place in Lutz, FL. There are a number of committees that meet monthly such as the statewide needs assessment, by attending these meetings we are able to bring back this valuable information to our local community.

Community Representative and Community Connections (M. Glenn): Community Connections did not meet due to the hurricane.

Bylaws Committee (C. Flaherty): There was a first reading on amendments to Article XIV Conflict of Interest Policy. The Bylaws Chair stated the changes made to the Conflict of Interest Disclosure form and asked for a motion to approve the changes to disclosure form. P. Burns made a motion to approve the changes to the Conflict-of-Interest Disclosure form and it was seconded by T. Purcell. The votes were 11 ayes, 0 nays and 0 abstentions. **Motion #6 carried.** The next reading was Article XII Public Comment process at Planning Council meeting. The amendments went through first reading. The Chair mentioned that there was discussion in

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL

Bylaws regarding adding draft minutes to PC packet. D. Merkan, Chair, stated that since that would be a policy change it would need to be brought before the Executive Committee.

Continuum of Care Coordination Committee (P. Burns): The committee did not meet due to the hurricane. The committee is working on the HIV Integrated Comp plan. The upcoming meeting will be reviewing the final part of the plan and making sure everything necessary is in the plan. The deadline at the state level has been extended until January.

Membership Committee (T. Purcell): The membership committee reviewed attendance and related documents to confirm eligibility of members to run for officer positions for 2023. There were eight members eligible to run. Each member received an email asking if they were interested in running for an officer position. Nonresponses were taken as not interested. There were three members who are interested in being an officer. Those interested are Dan Merkan for Chair, Justin Bell for Vice Chair and Timm Purcell for Community Representative. Nominations will be taken from the floor in January prior to vote.

Needs Assessment & FCPN (J. Bell): The statewide needs assessment survey deadline has been extended from the end of December until the end of March. There have been paper copies of the survey that have been passed out by friends of the AIDS Memorial Quilt foundation. The surveys come with a quick seal envelope addressed to CAN Community Health. Once received at CAN the surveys will be turned over to DOH. P. Burns stated that the survey is a FCPN initiative not a DOH initiative.

Priority and Allocations (R. Lucero): P&A met on November 14, 2022 to go over the Assessment of the Efficiency of the Administrative Mechanism. P&A submitted their summary to the Executive committee and the Part A Administrative agency has responded. The summary was good except for a few Planning Council members having issue with the Part A office. We do have an upcoming TA that will help us to move forward in 2023. C. Flaherty made a motion to approve the AEAM report and it was seconded by D. Robinson. There was no discussion and votes were 11 ayes, 0 nays and 0 abstentions. **Motion #3 carried.** The P&A committee approved the reallocation of funds of \$129, 458.00 and the carryover funds of \$176,866.00. The reallocation of funds was \$129,458.00. The reallocation of funds was distributed as follows:

- Medical Case Mgmt. - \$25,000.00
- Oral health - \$17,458.00
- Legal Services - \$12,000.00
- Outreach/Peer Navigators - \$10,00.00
- Substance Abuse-Residential - \$55,00.00
- Medical Transportation - \$10,00.00

T. Purcell made a motion to approve the reallocation of funds as stated and the motion was seconded by H. Kilpatrick. J. Bell did a roll call vote, and it was as follows:

- Chuck Flaherty – Yes
- Mary Glenn- Yes
- Timm Purcell – Yes

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL

- Randal Lucero – Yes
- Glenn Edwards – Yes
- Heather Kilpatrick – Yes
- Justin Bell – Yes
- Dan Merkan – Yes
- Pamela Hagley – Yes
- Paula Burns – Yes
- Frances Lynch – Yes
- Deweyne Robinson - Yes

Motion#4 carried

T. Purcell made a motion, and it was seconded by P. Burns to approve the carryover funds of \$176, 866.00 to be used as follows:

- Health Insurance Premium & Cost Sharing Assistance - \$125,537.00
- Oral Health - \$17,542.00
- Medical Nutrition Therapy - \$33,787.00

A roll call vote was held by J. Bell and the results were as follows:

- Chuck Flaherty – Yes
- Mary Glenn- Yes
- Timm Purcell – Yes
- Randal Lucero – Yes
- Glenn Edwards – Yes
- Heather Kilpatrick – Yes
- Justin Bell – Yes
- Dan Merkan – Yes
- Pamela Hagley – Yes
- Paula Burns – Yes
- Frances Lynch – Yes
- Deweyne Robinson – Yes

Motion #5 carried

Priority and Allocations will not meet again until next year and we will be looking for a new location for meetings.

Agency Reports:

Administrative Agency – Part A (S. Arts): There was a providers meeting this morning and the providers were encouraged to get the word out about the Needs Assessment survey. They were also given some outreach cards to pass out at the Pride Parade. The contract amendments have been made and we have been placed on the Procurement agenda. We are still looking for an EHE coordinator. The holiday schedule for Part A is that we will be closed next Thursday and Friday for Thanksgiving, December 23rd and 26th for Christmas and January 2nd.

Lead Agency Part B (J. Belizaire): We are actively recruiting to fill vacant positions. The monkeypox vaccination is being offered by appointment only at DOH, Agape and the Sulzbacher center. The holiday closures for DOH are Thursday and Friday November 24th and

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL

25th, Monday December 26th and January 2, 2023. Client services had five clients for Test and Treat, six for PrEP and none for nPEP. Viral load suppression is at 84.17% which is up by 0.56%. HIV testing for the third quarter which was July through September, there were 400 tests performed and eight were positive. The Mobile Medical Unit treated 20 patients in October and 87 Ryan White eligibility.

W.A.C (F. Lynch): No report

FL DOH C.A.B. Report (J. Belizaire): No report, the meeting was just today.

UF CARES C.A.B. Report (G. Edwards): The committee met on November 8th. Open enrollment for Medicare and Medicaid plans will start next month. We received a call from HRSA stating that an audit will take place in March 2023. In October there were seventy-nine HIV tests with 3 being positive and one was linked to care. The Mobile Medical unit is out in the community offering testing and education. We are working with DOH to do a community event in the spring to raise awareness under the EHE grant. CAB was looking for ways to increase their members.

New Business:

Agenda Items for January (D. Merkan): The Planning council will not meet in December and the Chair asked if there was anything pressing that needed to be added to the January agenda. The location for the January PC meeting will change as well. Since we are post Covid the meetings will be held at the Part A Office on Art Museum. The Vice Chair reminded everyone that if you choose to wear a mask please do and if you are ill, please join the meeting by Zoom.

Old Business:

Reorganization of Planning Council Committees (D. Merkan): There has been discussion about reorganizing committees to decrease the workloads and number of meetings. We will figure out dates in December to start discussions back on the reorganization process.

Planning Council Training (D. Merkan): We were planning a retreat for January but that has been postponed and will be discussed at the next Executive Committee meeting.

Public Comments: No public comments

Announcements: J. Bell is the Chair of the World AIDS Day PR committee PR. Events will kick off on November 28th with events happening every day of the week. The quilt ceremony will be live this year at City Hall on December 1st. Please come early as we anticipate many guests. The Memorial Service is also on December 1st at 7:00 pm. In addition to Laura Street being turned red, T. Purcell through a contact at Florida Blue has been able to get the Florida Blue building turned red this year as well. The Acosta bridge will also be red in recognition of those who have passed from HIV.

C. Guiriba stated that JASMYN will have its Haus of Poz youth dinner on November 28th. November 29th will be Raw Talk and will be live on Zoom. On December 3rd the Hidden Truth

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL

will be performed at FSCJ Kent Campus at 6:00 pm. This is put on by Sharonda from Having Incredible Victory.

D. Merkan stated that the Pride Parade will be Sunday, November 20th and there will be members of the PC passing out our outreach cards.

T. Purcell stated that the admission to the Hidden Truth is a new \$10.00 toy and if you are an FSCJ student the admission is free.

P. Hagley talked about open enrollment from December 1 through January 31st for Medicaid in area 4. Area 4 includes Duval, Baker, Clay, St. Johns, Flagler, Nassau, and Volusia counties.

M. Glenn attended a UF focus group today and they will be having additional meetings for adults and youth in the future. Today's focus was on stigma and there were a lot of great ideas. If you would like to attend, please call Bonita Drayton at 244-3044.

Next Meeting: January 26, 2023.

Adjournment:

Meeting adjourned at 3:43 p.m.

Minutes approved by:

Dan Merkan, Planning Council Chair