

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL



Planning Council Meeting Minutes

Thursday, April 27, 2023 – 3:00 p.m.

Meeting Location: 1809 Art Museum Dr – Jacksonville, FL 32207

PLANNING COUNCIL MEMBERS PRESENT	PLANNING COUNCIL MEMBERS ABSENT	STAFF PRESENT
Dan Merkan, Chair	Paula Burns	Sandy Arts
Justin Bell, Co-Chair		Daniel Roberts
Chuck Flaherty	ASSOCIATE MEMBERS PRESENT	Rosa Knight
Glenn Edwards	J. C. Harris	
Lynnette Cuebas	Chrissy Guiriba	GUESTS PRESENT
Randal Lucero		Patrick Perkins
Deweyne Robinson	GUESTS PRESENT BY ZOOM	Matthew Morrison
Heather Kilpatrick	Allison Ruby	Johnny Ramos
Pamela Hagley	David Vandygriff	Johanne Belizaire
Frances Lynch	Chrissy Edmonds	Braxton Badu
	Chardae Chaney	Becky Hamilton
	Gary Whitehead	
	Reisha Thomas	
	Sharonda Lynn	

Call to Order: D. Merkan, Chair, called the meeting to order at 3:04 p.m.

Moment of Silence for those affected by HIV.

Roll call was taken by J. Bell, Vice Chair.

Introduction of Guests

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Quorum is established

NHAS Goals: D. Robinson read the NHAS goals.

Approval of Agenda R. Lucero made a motion to approve the agenda for April 27, 2023, as written, and it was seconded by D. Robinson. There were 10 ayes, 0 nays and 0 abstentions.

Motion #1 carried.

Approval of Planning Council Minutes from March 23, 2023. C. Flaherty made a motion to approve the minutes from March 23, 2023, and it was seconded by D. Robinson. Voting took place to approve the minutes. Results were 8 ayes, 0 nays and 2 abstentions. **Motion #2 carried.**

Public Comments: There were no public comments.

Officer and Committee Reports:

Chair (D. Merkan): K. Andrade is no longer the Planning Council Support Aide. R. Knight and S. Arts will be filling in in the interim. Please send all email communications to S. Arts. M. Glenn resigned from the Planning Council.

Vice Chair and Red Ribbon (J. Bell): FCPN has not yet met for the spring. No meeting date has been announced. Regarding FCPN, we were recently notified that the interim director has resigned. Needs assessment closes on the last day of April.

Community Representative (R. Lucero): Was working with K. Andrade on some outreach events. Will correspond with S. Arts about the events. Will be willing to help out with Community Connections and step up as the Chair.

Executive Committee Reports (D. Merkan): Planning Council training was discussed. Feedback from the training was reviewed. Agreed that the committee chairs would provide agendas and documents one month in advance. Each member is required to fill out a Conflict-of-Interest form annually, or as needed.

Bylaws Committee (H. Kilpatrick): First reading of changes made to Article IV Membership Section 8, Article IV, Section 6, Article XI, Section 1(A).

CPC (J. Bell): Action is to approve the PSRA plan completed by the Priority and Allocations subcommittee. The plan is from last year with the exception of date amendments and readdressed proxies from previous years. C. Flaherty made a motion to approve the PSRA plan as presented by the Chair of Priority and Allocations and the Co-Chair of CPC, for priority setting of the next grant year, and it was seconded by R. Lucero. Voting took place to approve the PSRA plan. Discussion raised by H. Kilpatrick on wording under Membership. J. Bell noted the

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correct wording under Voting, subline a. Motion amended to reflect the above discussion. Results were 10 ayes, 0 nays and 0 abstentions. **Motion #3 carried.**

TEAMS Committee (F. Lynch): Patrick Perkins was interviewed by the TEAMS Committee and would like to bring him before the Planning Council for associate membership. L. Cuebas made a motion to approve Patrick Perkins for associate membership. It was seconded by R. Lucero. There were 10 ayes, 0 nays and 0 abstentions. **Motion #4 carried.** Continuing to reach out to persons in reference to joining the Planning Council. Community Connections flyers are posted at Gateway. Chardae Chaney raised a question via Zoom about the status of her application. S. Arts stated that Chardae has completed the application for the Planning Council, but has not completed the application through the mayor's office.

Community Connections (F. Lynch): There will be ground rules established at the May meeting. P. Burns will be speaking at the June meeting.

Agency Reports:

Administrative Agency – Part A (S. Arts): We are closing out the grant year 2022-2023. There is one expense left to include. 94% of the grant has been expended. This expenditure is better than last year. The most amount of money left over was in the oral health, health insurance and outpatient ambulatory categories. The Ryan White Grant Year Expenditures report will be used in the priority setting for Priority and Allocations. We have received our final notice of award in the amount of \$6,198,927 for the 2023-2024 fiscal year. The \$5,653,008 is the amount for direct services. The difference between \$5,653,008 and \$6,198,927 is the administrative costs. Most contract amendments have been received. For staffing, we are down a Planning Council Support person, but HR has put out an offer for the Contract Manager position.

Lead Agency Part B: A provider on the mobile unit has left the department. Medical visits are done via telehealth. There is a new MMU coordinator. Test and treat saw 7 clients in January, 2 clients in February and 5 clients in March. For prep, there were 5 in the clinic, 6 on the MMU in January. There were 3 in the clinic and 3 on the MMU in February and 5 in the clinic, 1 on the MMU in March. For NPEP there were 3 in the clinic in January. There were 1 in the clinic and 1 on the MMU in February and 3 in the clinic in March. The viral load suppression for Area 4 is 86.88%. Our HIV testing numbers for the first quarter are 817 tested, 10 positive, 807 negative and 0 undetermined. For January, 28 clients seen on the MMU for outpatient medical services, received 155 services, 62 clients were seen for Ryan White/ADAP services. For February, 33 clients seen on the MMU for outpatient medical services and received 132 services. For March, 21 clients seen on the MMU for outpatient medical services, received 77 services. We are in the fiscal year 2023-2024. We are currently at 88-95% spending for the Part B grant.

FL DOH C.A.B. Report (J. Belizaire): No report.

UF CARES C.A.B. Report (G. Edwards): No report.

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CHAG (J.C. Harris): No report.

FCPN Updates (J. Bell): Once the schedule comes out, it will be sent out for dissemination.

Old Business:

Planning Council Training/Retreat (D. Merkan): We still have some time left with Jim. If there is any training topic that we still need to cover, the floor is open. C. Flaherty posed the question of how the Planning Council is advocating and relevant. Suggested that Jim could clarify on the purpose of the Planning Council.

New Business:

Public hearing/forum

- Will host a townhall at Community Connections for the May 11th meeting.
- Will reach out to NFAN to host a townhall at their luncheon. Will see how that goes and may host another townhall at the June Community Connections meeting.
- Matthew Morrison is willing to create a flyer for the town halls.
- Persons in the room mentioned posting flyers at their respective agencies to get the word out.

Public Comments: No public comments

Announcements:

D. Merkan mentioned Dining Out for Life, today, Thursday April 27th.

J. Bell mentioned that there is a local news channel looking to speak with a person living with HIV on the importance of HIV care.

Next Meeting: May 25, 2023.

Adjournment:

Meeting adjourned at 4:58 p.m.

Minutes approved by:

Dan Merkan, Planning Council Chair