



**Care and Treatment Committee Meeting
 United Way Ansin Building
 3250 SW 3rd Avenue, Ryder Conference Room
 June 5th, 2008**

Approved June 12th, 2008

#	Committee Members	Present	Absent
1	Alonso, Delmiro (Eddie)	X	
2	Dow, John		X
3	Lugo, Mildred del S.	X	
4	McGuirk, John	X	
5	Mills, Vanessa	X	
6	Mitchell, Rev. W.E.	X	
7	Perpina, Maritza		X
8	Robinson, Louis	X	
9	Sandrock, Robert		X
10	Shepherd, Terry		X
11	Siclari, Rick	X	
12	Smith, Rev. Leroy, Jr.		X
13	Taquechel, Orlando	X	
14	Thomas, Danny		X
15	Wall, Daniel T.	X	
Quorum = 6			

Guests	
Ayush Amar	
Iris Chamagua	
Alicia Delgado	
Frederick Downs, Jr.	
Frank Ebagua	
Theresa Fiaño	
Lucille Gadlin	
Vilma Gomez	
Barbara Messick	
Jasmin O'Neale-Lewis	
Carol Pierre	
Lori Ramos	
Ruth Weber	
Staff	
Christina Bontempo	Marlen Hernandez
Ariela Eshel Bernstein	Susy Martinez
Clarice Evans	Sandra Sergi
Beth Hayden	Kimberly Tardalo

Prior to reaching quorum the chair, Orlando Taquechel, welcomed everyone and asked for introductions. He indicated Behavioral Science Research (BSR) staff as resource individuals. The committee reviewed the agenda; Mr. Taquechel called for reports.

▪ **Membership**

Staff

John McGuirk has been appointed to the committee. Three (3) new Partnership applicants have been approved; one of which will be appointed to the committee at the Partnership meeting on June 9th. There are no applications pending.

▪ **Ryan White Part A**

Theresa Fiaño

All FY 08 contracts have been executed. Minority AIDS Initiative (MAI) award letters will be mailed next week.

Yukiko Tani, Health Resources and Services Administration (HRSA) Project Officer, will conduct a site visit from June 9th to June 12th. On June 9th, she will meet with the Partnership chair and chair elect, attend the Partnership meeting and meet with Partnership staff, Quality Management staff and AIDS Drug Assistance Program (ADAP) staff at BSR; on June 10th, she will visit the Office of Strategic Business Management (OSBM) and Automated Case Management System (ACMS) offices; on June 11th, she will visit three provider agencies (Care Resource, Miami Beach Community Health Center and SFAN); and on June 12th, she will visit the Miami-Dade Department of Health (DOH) and Helen B. Bentley Family Center. Ms. Fiaño encouraged providers to discuss challenges working under Part A with Ms. Tani.

The official notification from HRSA outlining requirements for the Part A comprehensive plan due on January 9th, 2009 is pending.

Miami-Dade County spent formula funding down to the 98% requirement; the financial status report was submitted on May 30th. There is \$300,000 in carry over to Fiscal Year 2009; sweeps will be held at the June 12th meeting.

OSBM is waiting for feedback from HRSA, in writing, regarding money taken back from providers during site visits and refunds from Medicaid, after the financial status submission. Ms. Tani may be able to advise on the subject during her time in Miami.

▪ Ryan White Part B

Frank Ebagua

The Patient Care Planning Group (PCPG) is meeting in Tampa from July 10th – 11th. The Area 11A (Miami-Dade County) representative is expected to give an update on the comprehensive plan; if no one is elected prior to the meeting, Mr. Ebagua will give the update.

The DOH received the application for the Prevention Grant from the Bureau of HIV/AIDS; applications are due August 8th. For more information speak to staff or Mr. Ebagua.

On June 17th, Lorene Maddox, Surveillance Data Analysis Manager, Bureau of HIV/AIDS, will come to the Miami-Dade DOH to present 2007 HIV/AIDS surveillance data. Anyone interested in attending should contact Mr. Ebagua.

▪ SFAN General Revenue (GR)

Daniel Melendez

The African American Testing Initiative (ATTI) Program tested 323 people in May: 125 were tested in the ER, 17 were tested at Jackson South, 33 were tested at Liberty City and 137 were tested at SFAN. The program is a testing initiative for African Americans, however anyone may be tested under the program regardless of race or ethnicity.

In May the jail testing program tested 390 inmates: 302 men and 88 women; 11 were positive, five (5) were newly diagnosed and the positivity rate is 1.28%.

The GR provider meeting on June 2nd was well attended; GR sweeps will begin this week.

I. Call to Order/Introductions

Mr. Taquechel called the meeting to order at 10:25 a.m. when quorum was reached. Louis Robinson asked for a moment of silence for Anna Wyman, a former Partnership member. He read her obituary and announced the times and locations for the viewing, wake and funeral. + Friends is holding a memorial for Ms. Wyman on June 10th from 6:00 p.m. to 9:00 p.m. at 12100 West Dixie Highway.

II. Review/Approve Minutes

The committee reviewed the minutes of May 1st, 2008.

Motion to accept the minutes of May 1st, 2008, as presented.

Moved: Louis Robinson

Seconded: Rev. W.E. Mitchell

Motion: Passed

III. Standing Business

- *Medical Care Subcommittee Report*

Staff

The committee is reviewing the Letters of Medical Necessity for Appetite Stimulant and valacyclovir and contemplating developing Letters of Medical Necessity for Oxycodone and Percocet.

- *Florida Comprehensive Planning Network (FCPN) Nominations*

Mr. McGuirk and Vanessa Mills have submitted applications; Rick Siclari must resubmit his application. The committee must vote for and submit the names of two of the three (3) applicants; the State Department of Health will decide who will be the member and who will be the alternate based on parity, inclusion and representation.

Motion to accept the ballot and check two names.

Moved: John McGuirk

Seconded: Louis Robinson

Motion: Passed

Mr. McGuirk and Mr. Siclari received the most votes.

Motion to accept John McGuirk and Rick Siclari as the applicants for FCPN.

Moved: Rev. W.E. Mitchell

Seconded: Dan Wall

Motion: Passed

IV. New Business

- *Workbook Overview*

Marlen Hernandez

Partnership and Care and Treatment members will receive workbooks. A new table of contents, agenda and evaluation will be distributed at each meeting. Question cards are available for any interested parties and should be given to staff at the end of each meeting to be addressed at the following meeting. Committee members will receive expression cards to aid the flow of discussion; each card has guidance for usage on the back. Sample priority ranking sheets with the allocations worksheet on the back are in the pocket of each binder; numbered stickers will be distributed for official ranking. Those who receive a workbook are responsible for bringing it to each meeting.

- *Planning Council Responsibilities for Needs Assessment*

Beth Hayden

A Needs Assessment and Data-Based Decision Making presentation (copy on file) was given on the roles and responsibilities of the Partnership during the needs assessment process according to HRSA expectations. The presentation detailed the five components of the needs assessment and the processes for completing them.

The committee discussed the process used to identify who is dropping out of care or returning to care. Staff clarified that CIS numbers and service utilization data are compared across a selected time frame. There was discussion of outreach and the new SDIS composite consent form; if a client has an active SDIS consent on file, the agency may send outreach workers to look for that client; the new outreach consent appended to the composite consent is broader in that it allows outreach efforts to extend past the one year limit and allows Ryan White Part A certified referrals for outreach between agencies.

- *Procedure Review and Process Approval*

Marlen Hernandez

The 2008 Priorities Setting and Allocations Meeting Procedures (copy on file) were reviewed; this was a refresher for members who are experienced with these procedures and a clarification for those unfamiliar with them. The final meeting will include a one hour public comment period; members discussed allowance for submission of written comments to be read during that hour for those who are unable to attend.

Motion to allow 500 words or up to one (1) page of written comments per person to be submitted to staff prior to June 24th that will be read during the public comment period at the June 26th needs assessment meeting.

Moved: Dan Wall

Seconded: Louis Robinson

Motion: Passed

Motion to accept the 2008 Priorities Setting and Allocations Meeting Procedures, with the addition noted above.

Moved: Louis Robinson

Seconded: Dan Wall

Motion: Passed

▪ *Miami-Dade County Prevalence Data*

Beth Hayden

Prior to the presentation, Ms. Hayden explained that the DOH HIV/AIDS 2007 surveillance data appears to have artifacts in the reporting of newly diagnosed HIV and AIDS cases because of the electronic lab reporting that has begun in Florida. There appears to be an artificial bolus in the number of HIV cases reported and a concomitant drop in reported AIDS cases. Lorene Maddox from the DOH Tallahassee HIV/AIDS surveillance program will be in Miami-Dade on June 17th to discuss some of the reporting problems. Counseling and testing data remains constant from 2006 to 2007. This morning's presentation uses that data to discuss newly reported cases. Following Ms. Maddox's visit to Miami-Dade and update will be presented to the committee.

The presentation, "Miami-Dade County HIV/AIDS Epidemiological Data" (copy on file) was given to provide a current picture of the HIV/AIDS epidemic in Miami-Dade County based on counseling and testing data including: newly diagnosed HIV/AIDS cases in 2007, the prevalence of HIV/AIDS cases in 2007, trends and comparisons to the data of previous years. In 2007 there was a 3.1% positivity rate in Miami-Dade County. Of the newly reported HIV/AIDS cases in 2007:

- 29.8% were female
- 68.3% were male
- 53% were Black
- 36% were Hispanic
- 9% were White
- 33139 was the zip code with the highest prevalence
- 30-39 was the most effected age group
- Men who have sex with men and heterosexual were the two highest exposure categories

▪ *Ryan White Part A Demographic Data*

Ariela Eshel Bernstein

The number of clients varies per category because of missing data variables; clients included are those who received one (1) Part A service (other than outreach) in Year 17, which constitutes 43% of the HIV/AIDS population in Miami-Dade County.

The presentation, "Miami-Dade County Ryan White Part A Demographic Data" (copy on file) was given and the following conclusions were drawn:

- Year 17 race/ethnicity and gender composition remain similar to Year 16
- There was a slight drop in the 35-49 age group and a slight rise in the 0-24 and 50-64 age groups
- Approximately 80% of clients are below 135% of the Florida Poverty Level
- The majority of clients are uninsured
- 62% of clients have a Center for Disease Control and Prevention defined AIDS diagnosis
- Over half of clients self-reported heterosexual transmission.

▪ *Evaluations*

Staff asked attendees to fill out and return evaluations.

V. Announcements

Staff announced that RSVPs for the needs assessment meetings are greatly appreciated.

Mr. Taquechel announced a Communities Advocating Emergency AIDS Relief (CAEAR) Coalition core survey for clients and asked providers to distribute the survey to clients. The survey can be found on www.caeear.org, in the weekly community notice and will be added to www.aidsnet.org.

VI. Next Meeting

The next meeting is June 12th, 2008 at the United Way Ansin Building.

VII. Adjournment

Motion to adjourn.

Moved: Dan Wall

Seconded: John McGuirk

Motion: Passed

The meeting adjourned at 12:20 p.m.