

III. Review Agenda

The agenda was reviewed; the AIDS Drug Assistance Program (ADAP) report was removed.

IV. Review/Approve Minutes

The committee reviewed the minutes of March 9th, 2009.

Motion to approve the minutes of March 9th, 2009, as presented.

Moved: Louis Robinson

Seconded: George Tamayo

Motion: Passed

V. Reports

▪ Membership Report

- *John McGuirk*

Janet Robinson has missed four consecutive meetings. Staff attempted to contact her via email and last known home address. Emails were not returned and letters to the home address came back as undeliverable. Staff was verbally notified that Ms. Robinson moved out of Florida. Ms. Robinson sits in a Representative of the Affected Community seat (formerly the Community Leaders Representing Affected Communities).

Motion to recommend the removal of Janet Robinson from the Miami-Dade HIV/AIDS Partnership.

Moved: Louis Robinson

Seconded: Frances Fernandez

Motion: Passed

A letter of resignation, effective following the May 11th Partnership meeting, was received from Andrea Sheldon; the Partnership thanked her for her participation and wished her well.

There are several vacancies on the Partnership; a detailed report is available from staff.

▪ Grantee Reports

- Ryan White Program

- *Theresa Fiaño*

The second notice of grant award has not been received.

The Office of Grants Coordination is currently working on the fiscal year 2009 provider continuation contracts.

- Part B

No report.

- General Revenue (GR)

- *Frank Dordompre*

The jail testing program tested 231 people in April; with approximately 15 new positives and a 3.9% (sic) seropositive rate.

▪ Committee Reports

- Care and Treatment Committee

- *Louis Robinson*

The committee heard a report from the Medical Care Subcommittee; the subcommittee elected Dr. Michael Wohlfeiler as chair elect.

The subcommittee reviewed Zyprexa utilization data and the 20mg limit set in the Service Delivery Information System (SDIS); they recommended removing the limit and monitoring usage quarterly. The Care and Treatment Committee moved to approve the recommendation.

Motion to remove the 20mg dosage limit on Zyprexa in the SDIS and monitor usage quarterly.
Moved: John McGuirk Seconded: George Tamayo Motion: Passed

The committee reviewed the 2008 and 2009 aggregate scores for substance abuse record reviews. The Performance Improvement Advisory Team (PIAT) recommended a compliance threshold of 100% for Section I, Eligibility, and a threshold of 80% for sections two through seven in the substance abuse record review; the subcommittee and Care and Treatment Committee approved the recommendation.

Motion to adopt a compliance threshold of 100% on Section I, Eligibility, and 80% on all other sections of the substance abuse record review.
Moved: John McGuirk Seconded: Frances Fernandez Motion: Passed

The committee heard an update on the 2006 and 2008 Service Delivery Evaluation Surveys. Overall there seems to be improvements from 2006 to 2008 in client satisfaction with medical case management and outpatient medical care services.

- Community Coalition Committee - Cheryl Waterman

The committee elected five new members.

Members reviewed upcoming community events and will host a table at the Community Health Awareness Fair on Saturday, April 25th in North Miami.

The committee moved that Louis Robinson continue as the Partnership's representative at the Coalition for Community Mobilization meetings so that he can continue to report to the Partnership and committees on community events.

Motion for Louis Robinson to be the official Partnership representative at the Coalition for Community Mobilization meetings.
Moved: George Tamayo Seconded: Ozzie Heredia Motion: Passed

Members requested information in learning how to contact appropriate government officials regarding HIV/AIDS related legislation.

Members reviewed price quotes and designs for potential incentive items.

Staff gave a presentation on the Ryan White Part A funded services and explained priority setting and resource allocation.

Peer Educators were invited to the next meeting to discuss how the Partnership can work with them to identify new members.

- Housing Committee - George Tamayo

The committee met at the Florida City/Homestead Neighborhood Center and received an update on the HOPWA Program waitlist. Applications are being accepted from April 2nd to April 30th. Applicants are encouraged to send their applications via certified mail. By the middle of May, the waitlist should be generated and clients should be notified of their number.

The committee briefly reviewed the Housing Goals and will be revising these during the next meetings.

The April meeting was cancelled.

- **Strategic Planning Committee**

- Carol Wilson

The committee approved one new member.

Four members termed off the committee: Christine Stroy-Martin, Dr. Lawrence Friedman, Dr. Lisa Metsch and Nancy Rivera. The committee thanks them for their service.

The committee heard a report on Part A updates and discusses data on former Project Outreach clients. A revised data set will be reviewed at the next meeting.

The committee completed assigning and designating review dates for Comprehensive Plan activities.

Members were asked to review the 2009 Customer Satisfaction Survey and report back to staff.

Members will review and revise the Assessment of the Administrative Mechanism survey at their next meeting.

The committee discussed the 2009 needs assessment community forums and voted to cancel the April meeting in order to allow time to attend the forums. The June meeting was also canceled to allow time to attend needs assessment meetings.

Members discussed the Research Ad Hoc Committee which was approved by the Partnership to function under the Strategic Planning Committee. Assistant County Attorney Terrence Smith clarified the structure and membership requirements of the ad hoc.

- Per Section 2.2 of the Partnership Bylaws, “Ad-hoc committees shall be appointed as needed by the Partnership chair with approval of the Partnership”; members will be appointed by the Strategic Planning Committee.
- Applicants for the ad hoc committee must complete a membership application and be approved for membership by the Strategic Planning Committee. Membership is open to any interested parties and ad hoc committee members are required to meet the same criteria as standing committee members.
- The ad hoc must conduct business in open, publicly noticed meetings and cannot conduct business through teleconference.
- An ad hoc is established to serve a specific issue and should be dissolved once the issue is resolved; otherwise the group should form as a subcommittee to the Strategic Planning Committee. The efficacy of the ad hoc is to be evaluated in March 2010.

VI. **Standing Business**

- **Community Events Update**

The Jessie Trice Community Health Center Health Fair was a success with more than 2,000 attendees.

- **Needs Assessment Update**

There are two additional needs assessment community forums: April 15th at the Center for Haitian Studies in Creole, and April 29th at Sembrando Flores in Spanish. Fliers were available at the meeting.

VII. New Business

- **South Florida Provider Coalition (SFPC) Letter of Support**

- Christina Bontempo

Members reviewed the letter of support for the South Florida Provider Coalition (SFPC) letter (copy on file) to continue as the Florida Department of Children and Families Managing Entity. The letter was approved as written.

Motion to approve the South Florida Provider Coalition letter of support.

Moved: Louis Robinson

Seconded: George Tamayo

Motion: Passed

- **Thank You Letter to Resolution #11A13 Sponsors**

- Dan Wall

The recommendation made by the Partnership urging the Board of County Commissioners to adopt a resolution recommending President Obama adopt a National AIDS Office and Strategy was passed. Commissioner Sorensen sponsored and Commissioners Dorrin D. Rolle, Barbara J. Jordan, and Sally A. Heyman co-sponsored the resolution. The Partnership wished to thank the sponsors for their assistance.

Motion to send a thank you letter to the resolution #11A13 sponsors.

Moved: Dan Wall

Seconded: Louis Robinson

Motion: Passed

- **Patient Care Planning Group (PCPG) Meeting**

- John McGuirk

Mr. McGuirk and Rick Siclari are the Miami-Dade County representatives on the PCPG, which is a part of the Florida Patient Care Planning Network. Mr. McGuirk explained that the main task of the PCPG is to ensure that all local needs and comprehensive plans are represented in the Statewide Comprehensive Plan (copies available at www.doh.state.fl.us). No new business relevant to Miami-Dade County was discussed at the March meeting; however, educational presentations on the epidemic in Florida and Part B funding were given.

Members discussed that in Miami-Dade County all parts do not meet to discuss regular updates and contribute to one another's comprehensive plans. Mr. Smith noted that the scope of the Partnership is not limited to Part A. Several suggestions were discussed that included: sending individual invitations to the needs assessment meetings, charging the Strategic Planning Committee to address the issue, appointing a subcommittee to address all Ryan White Program Parts and writing a letter from the PCPG representatives to management of other parts.

Motion to invite representatives from all Ryan White Program Parts, including prevention, to the needs assessment meetings and try to get a commitment from someone in management to attend.

Moved: John McGuirk

Seconded: Rick Siclari

Motion: Withdrawn

Beth Hayden noted that management from all parts are invited annually to the needs assessment. Members suggested requesting presentations from the Ryan White Program Parts. It was pointed out that the Statewide Coordinated Statement of Need (SCSN) must solicit input from all available Ryan White parts. The Partnership discussed focus of the presentation to be on all parts, not solely Part B.

Motion to request a presentation on the Part B Statewide Coordinated Statement of Need and Comprehensive Plan at the next Partnership meeting.

Moved: John McGuirk

Seconded: None

Motion: Died

Request that staff draft a letter to the Department of Health requesting a presentation on the *State of Florida HIV/AIDS Patient Care Comprehensive Plan & Statewide Coordinated Statement of Need 2009-2012*, at the May 11, 2009 Partnership meeting, specifically on the process by which input from all Ryan White Parts was collected and on the outcomes of that process.

Moved: John McGuirk

Seconded:

Motion: Passed

VIII. Announcements

▪ **Ryan White Program Service Provider Forum**

- *Christina Bontempo*

The Provider Forum was moved from April 29th to April 20th due to a conflict with the 2009 Florida Ryan White Meeting. Attendees are required to complete an assessment (copy on file) prior to attending the Forum.

▪ **City of Miami Consolidated Plan**

- *Robert Tazoe*

Mr. Tazoe, Assistant Director of Community Planning, City of Miami, announced that Housing Needs Assessment is complete and the City of Miami Consolidated Plan is being developed; presentations will be made at the May Housing Committee meeting for member input.

▪ **AIDS Awareness Week**

- *Carol Wilson*

AIDS Awareness Week in Miami-Dade County Public Schools is April 20th to 24th. Ms. Wilson explained that some members on the speakers list will be asked to participate again. Anyone else interested in speaking should contact her. There will be a Speaker's Bureau Training on April 22nd at 1:00 p.m. to go over what can and cannot be said in schools.

▪ **Testimony for Life**

- *Rolando Hallmon*

The Testimony for Life program will be held from 5:00 p.m. to 7:00 p.m. on April 18th at the Zion Hope Missionary Baptist Church, 5129 NW 17th Avenue. The program includes testimonials, entertainment by the Mount Cavalry Baptist Church and dinner. All are welcome to attend.

IX. Next Meeting

The next meeting is Monday, May 11th, 2009 at the Historical Museum.

X. Adjournment

Motion to adjourn.

Moved: Louis Robinson

Seconded: Dan Wall

Motion: Passed

The meeting adjourned at 11:16 a.m.

Chair, Miami-Dade HIV/AIDS Partnership

Date