



**Strategic Planning Committee Meeting  
Behavioral Science Research, 2121 Ponce de Leon Boulevard, Suite 230  
October 14<sup>th</sup>, 2011 Minutes**

*Approved November 10, 2011*

#	Members	Present	Absent
1	Batts, Metris	X	
2	DeVarona, Martina		X
3	Downs, Fred	X	
4	Green, Donald	X	
5	Holmes, Deborah	X	
6	Iadarola, Dennis		X
7	Louis, Ray	X	
8	McGowan, Ed	X	
9	Messick, Barbara	X	
10	Rosillo, Christine	X	
11	Taquechel, Orlando	X	
12	Valle-Schwenk, Carla	X	
13	Wooten, Lonnie		X
14	Wyatt-Sweeting, Michele	X	
<b>Quorum = 6</b>			

Guests	
Francisco Sastre	
Dionne Proulx	
Staff	
Alexis Bowen	
Petra Brock-Getz	
Beth Hayden	
Elizabeth Ross	
Sandra Sergi	

**I. Call to Order/Intros**

*Christine Rosillo*

The chair, Christine Rosillo, called the meeting to order at 10:05 a.m.; she welcomed everyone and asked for introductions.

**II. Resource Persons**

*Christina Rosillo*

Christine Rosillo indicated Behavioral Science Research (BSR) staff as resource individuals.

**III. Review Agenda**

Members reviewed the agenda.

**IV. Review/Approve Minutes of June 10<sup>th</sup>, 2011.**

Members reviewed the minutes of September 9th, 2011. Orlando Taquechel noted that he was present at the meeting however was marked absent.

**Motion to approve the minutes of September 9th, 2011 showing Orlando Taquechel present.**

**Moved: Ed McGowan**

**Seconded: Orlando Taquechel**

**Motion: Passed**

**V. Membership**

Barbara Kubilus has resigned from the Committee.

Staff reported that the Partnership and all committees are in need of members; applications are available online and at all meetings.

## VI. Standing Business

### ▪ Ryan White Program Update

Carla Valle-Schwenk

The Office of Management and Budget received the score from last year's grant application. The score was 93%.

This year's grant application for Ryan White Part A/MAI is due November 1st.

The Partnership approved sweep #2 for Part A services and sweep #1 for MAI services. Sweep #1 amendments are currently being executed and sweep #2 is being allocated to providers for their signatures.

The Provider Forum will be held October 25<sup>th</sup>; all Providers are required to attend.

The Office of Grants Coordination has merged with the Office of Management and Budget (OMB).

### ▪ Research Update

Barbara Messick

Ms. Messick reported that she is looking for a substance abuse researcher.

### ▪ Partnership Report

Christine Rosillo

Ms. Rosillo read the Partnership report (copy on file).

### ▪ 2010 Annual Report

The annual report has been completed; edits to the map on the cover will be presented at the next meeting. Data from the CDC has been updated to show 2,964 people are living with HIV unaware in Miami-Dade County. The lack of affordable housing information should indicate that 9,000 clients are in need of housing and there are 150 on the long term housing waitlist.

A change was made on the bottom of page 4: "...MDC Office of Grants Coordination" to "MDC Office of Management and Budget."

Mr. McGowan suggested we add City Commissioners on an alternate back page. This would allow distribution of the Report to both County Commissioners and City of Miami Commissioners.

### ▪ Letter to HIV/AIDS Bureau Update

The HIV/AIDS Bureau's response to the Committee's letter sent out response to the Committee's letter Bureau requesting a corrective action plan in response to HRSA's monitoring report is still pending. The Committee decided to allow the Bureau more time to respond before further action is taken.

## VII. New Business

### ▪ Comprehensive Plan Review: April and May 2011 Review

The Committee reviewed and discussed the following items:

- 1.1.3: Request, collect and analyze data received through the data sharing agreement with ADAP
  - BSR has received the data from ADAP; however, the file was sent with a "one-time" use password. Since BSR was not informed of this, a new file has been requested from ADAP.
  - Review date: November 2011

- 1.3.2: Ongoing monitoring of outreach activity reports for effective linkage to care.
  - BSR is designing an outreach report; issues related to the report will be addressed with ACMS.
  - Review date: January 2012
  
- 2.2.1: Require attendance at monthly medical case management trainings
  - Attendance is on target. Case managers are receiving pre and post tests based on presentations provided at trainings. Results and correct answers are forwarded to supervisors.
  - Review date: January 2012
  
- 3.2.1: Provide periodic updates identifying public and private community resources, (e.g., Patient Assistance Programs) available to PLWHA and service providers
  - Staff has received information on available community resources from the County and the information will be presented to the providers at the next technical assistance site visit.
  - Review date: Ongoing
  
- 3.2.2: Improve coordination and collaboration among Part A funded providers and other community resources to ensure PLWHA in need of substance abuse treatment are efficiently connected to services.
  - The SAMSHA grant application has been funded.
  - Review date: December 2011
  
- 3.3.1: Increase availability of information on HIV/AIDS resources to PLWHA, HIV/AIDS service providers and the general community
  - Community notices, emails and events are sent out on a weekly basis.
  - Metris Batts recommended sending resource information to County Commissioners and the Miami Times Newspaper.
  - BSR assisted David Richwine in advertising a new program for patients ready to be connected to care or new to care. Topics such as adherence and compliance to medical appointments were discussed.
  - The program had a great turnout and Richwine is looking to expand it to Homestead.
  - Review date: Ongoing
  
- 3.3.2: Facilitate training for consumers on client rights and responsibilities, grievance procedures and the service provider system
  - There was no Community Coalition Committee (CCC) meeting in October; CCC members will discuss conducting community forums at the next meeting.
  - Review date: January 2012
  
- 4.1.1: Develop a simple, easy-to-understand report to communicate trends in incidence and chances in utilization patterns in various formats and in various settings (forums, focus groups, training sessions, etc.)
  - The 2010 Annual Report has been updated and an alternate last page with City Commissioners names will be brought back next month.
  - In January 2012 staff will begin work on the 2011 Annual Report.
  - Review date: January 2012

- 4.3.1: Update current information on an ongoing basis related to epidemiology, updates in treatment standards, legal challenges, entitlement programs, insurance issues, and demographic shifts within the EMA
  - The most up-to-date epidemiological profile will be presented at the Provider Forum Tuesday, October 25<sup>th</sup>, 2011.
  - Review date: January 2012
  
- 5.1: Maintain and/or improve collaborative linkages between the City of Miami HOPWA Program, the Partnership, HIV/AIDS systems of care and, whenever possible, other existing housing programs & resources.
  - Camillus House and other housing agencies have been invited to make presentations at the Housing Committee meeting in November.
  - Alecia Apfel, consultant for the HOPWA program, presented at the Medical Case Manager trainings.
  - Review date: December 2011
  
- 5.2: Provide guidance to government entities on HIV/AIDS housing needs and the use of dedicated resources (i.e. HOPWA)
  - The program is anticipating an approximate \$500 thousand dollar cut for upcoming fiscal year.
  - Review date: January 2012
  
- 5.3: Increase knowledge of existing housing resources available to PLWHAs.
  - The short term project based housing program for PLWHA homeowners is being re-introduced. The Little Riverbend project is being finalized through the Homeless Trust which is hoping to expand from six beds to twenty.
  - Review date: January 2012
  
- 5.4: Increase housing and related services for PLWHAs as funding allows
  - The STERM-U program is ongoing.
  - Review date: January 2012
  
- 6.1: Improve cross-system coordination between Ryan White programs, other HIV/AIDS care case managers and HOPWA Housing Program Specialist
  - Programs are ongoing.
  - Review date: January 2012

### **VIII. Announcements**

Deborah Holmes announced Dr. Colon is the provider and Medical Director of North Pointe.

Elizabeth Ross asked members to review flyers in their meeting packets (copies on file).

### **IX. Next Meeting**

The next meeting is Thursday, November 10<sup>th</sup>, 2011 at BSR.

### **X. Adjournment**

Ms. Rosillo adjourned the meeting at 11:52 a.m.