

**METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL**



**Planning Council Meeting Minutes**  
 Thursday, April 28, 2022 – 3:00 p.m.

Meeting Location: UF Towers – 580 8<sup>th</sup> St. W. ♦ 2<sup>nd</sup> Floor Charter Room  
 Jacksonville, FL 32209

<b>PLANNING COUNCIL MEMBERS PRESENT</b>	<b>PLANNING COUNCIL MEMBERS ABSENT</b>	<b>STAFF PRESENT</b>
Justin Bell	Dr. Justin Oring	Karen Andrade
Paula Burns		Sandy Arts
Dawna Cornelissen, Chair		Rosa Knight
Glen Edwards	<b>ASSOCIATE MEMBERS PRESENT</b>	Jada Williams
Chuck Flaherty	Lynnette Cuebas	
Mary Glenn, Community Representative	<b>ASSOCIATE MEMBERS ABSENT</b>	
Frances Lynch	J C Harris	<b>GUESTS PRESENT</b>
Dan Merkan, Vice Chair	<b>GUESTS PRESENT BY ZOOM</b>	Pamela Hagley
Heather Kilpatrick	Reginald Caldwell	Michael Kyger
Deweyne Robinson	Sharonda Barnes	Johanne Belizaire
Randal Lucero	Chrissy Edmonds	Greg Baxter
<b>PC MEMBERS PRESENT BY ZOOM – VOTING APPROVED</b>	Katrina Williams	
Timm Purcell		

**Call to Order:** D. Cornelissen, Chair, called the meeting to order at 3:02 p.m.

**Moment of Silence** for those affected by HIV.

**Roll call** was taken by D. Merkan, Vice Chair.

A quorum is established

## **METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL**

**NHAS Goals** were read by Deweyne Robinson

Approval of Extraordinary Circumstances for Timm Purcell to be counted as present and a voting member. Chair asked for members to vote to approve Timm Purcell's attendance by zoom. There were 10 yeas, 0 nays and 0 abstentions. **Motion #1 carries.**

### **Introduction of Guests**

**Approval of Agenda** Justin Bell made a motion to approve the agenda as is written and it was seconded by Chuck Flaherty. There were 10 yeas, 0 nays and 0 abstentions. **Motion #2 carries.**

**Approval of Minutes** from March 24, 2022. Justin Bell made a motion to approve the minutes from March 24, 2022, and it was seconded by Paula Burns. There were 10 yeas, 0 nays and 0 abstentions. **Motion #3 carries.**

**Public Comments:** There were no public comments.

### **Officer Reports:**

**Chair (D. Cornelissen):** The Chair reminded everyone to make sure logos for COJ and PC were on agendas and minutes for all committees. The newsletter continues to go out monthly. The monthly call with HRSA was on Tuesday and we discussed National monitoring standards and Membership recruitment. The updated policies and procedures were handed out for the red books.

**Vice Chair (D. Merkan):** The FCPN PPG in person meeting was held in Lutz, FL. The Bylaws were changed a little and there will no longer be a Department of Health Co-Chair. Both Co-Chairs will now be members of the community. The Gay men's workgroup and CHAG shared the same message that they need participation. Most of the time was spent reviewing the Integrated Comp Plan for the state.

**Community Representative (Mary Glenn):** There were no comments in the white boxes this month.

### **Agency Reports:**

**Administrative Agency – Part A (S. Arts):** We are closing out the year with 95 percent of funds of spent. 78 percent of core services were spent and about 22 percent of support services. We should have a small amount for carryover funds for next year. The contracts should be back tomorrow. Standards of Care is moving along well, and the next meeting will be Wednesday, May 4<sup>th</sup>. Part A Office is working with Maria Hobbs for the Priority and Allocations data presentation for the May meeting. The Plaques for the 2021-2022 year for Chair, Vice Chair and Community representative have come in and they were handed out. Medical Case Management meetings are currently on hold pending the completion of Standards of Care.

## **METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL**

**Lead Agency Part B (J. Belizaire):** The fiscal year ended March 31, 2022. For all counties we were right at 99 to 100 percent of funds spent. The last day to receive Covid testing or vaccines at Cuba Hunter will be tomorrow. Services will be available at the Lee Center and the South Jax Immunization center. Pharmacy is reviewing their internal process on insurance co-pays. Test and treat had 5 patients in March, there were 6 PrEP and 0 nPEP. The ADAP pickup rate was 84.35% and viral load suppression was 85.06%. The Mobile unit saw 33 clients in March.

**W.A.C (F. Lynch):** There was not a meeting, but the safe sex kits are still being passed out.

**FL DOH C.A.B. Report (J. Belizaire):** C.A.B. did meet on April 21, 2022. There were nine participants. Bruce Weller and Jennifer LaChapell were the guest speakers and they spoke about HIV Treatment options. The next meeting will be May 19, 2022.

**UF CARES C.A.B. Report (M. Kyger):** The last meeting was held on April 19, 2022. Support groups are still meeting. Recruiting for pediatric and adult physicians are taking place. Case managers are in the clinic each day from Monday to Friday. Sean Hammond & Sarah Hager are no longer with UF, and Michael Kiger's last day is May 4th. The clinic is still encouraging virtual appointments. Pfizer vaccines and boosters are still available in the clinic on Fridays. We are actively enrolling for the Moderna study in the 6 months to 2-year-old age group. Three new COVID studies are upcoming. The mobile unit has been more active this month out in the community. UF CARES 26<sup>th</sup> annual Infectious Diseases and HIV Conference will be on October 8, 2022.

**Florida Statewide HIV/AIDS Advisory Group (J. Bell):** This group is always looking for members of the community to join this group. The new cases of Meningococcal disease reported in Florida, which is concerning for the MSM population but even more so for the MSM HIV population. Last year there were only 29 cases reported in the US and 2 of them were in Florida. In April of this year there was a sizeable increase in this number and 30 % of HIV patients have died because of this. Vaccinations are becoming more widely available. Hepatitis A is now also becoming widely spread in Florida. 40 percent of cases are from the MSM community due to not be vaccinated.

### **Committee Reports:**

**Executive Committee (D. Cornelissen):** The committee met on April 19, 2022. They talked about the referrals from the Executive Committee on Membership and making the process easier and timelier. The minutes were not formally approved. The Conflict-of-Interest policy will be addressed at the May meeting. We will also look at policy 2013.01 and referrals that are sent to different committees. There is an ongoing discussion about the white boxes. We will be researching the white boxes and reporting back at the next meeting. We discussed PDF search options and Sandy Arts will be checking into this.

**Bylaws Committee (C. Flaherty):** Bylaws met on April 7, 2022. Bylaws will be working with Membership to come up with an easier process to get Planning Council members approved. They will also work on Designated proxy, doing away with that and having Associate members step up at Planning Council meetings.

**Community Connections (M Glenn):** The last meeting was April 14, 2022. Community Connections membership has not increased at this point, but we are looking for the Community Forum to get new members. We talked about the Blog that was discussed last month and four members have agreed to work on that.

## **METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL**

**Continuum of Care Coordination Committee (P. Burns):** CCCC did not meet in April. In May we will work on finalizing the resource inventory and there will be interns working on the Integrated plan. The next meeting will be at DOH.

**Membership Committee (T. Purcell):** Membership did not meet in April. Our next meeting will be May 11, 2022.

**Needs Assessment (J. Bell):** Needs Assessment met on April 12th, and we reviewed the Gap Analysis. There was a lot of discussion on the results of the recent Town hall. We talked about the statewide needs assessment data, and we will be using the 2019 data. There will be an eligibility Ad-hoc meeting coming up soon. The Ad-Hoc will be under Standards of Care.

**Priority and Allocations (D. Merkan):** Priority and Allocations has met twice as well as an Ad-Hoc Committee that worked on the Priority Setting and Resource Allocation Process that we will be voting on today. I will go over changes in New Business.

### **Old Business:**

**Timeline Review (D. Cornelissen)** Needs Assessment is in progress with the public forums, and we have reviewed the latest financial report. We will be going over the PSRA process today.

### **New Business:**

**PSRA Process (D. Merkan)** The process is very similar to last year; however, a few changes have been made. The membership process changed in that you must attend two of the first three meetings and one of those meetings must be training on the PSRA process to be a voting member. We will include more data on women. Score sheets will be distributed prior to the meeting so they can be reviewed prior to the meeting. There will be one person giving directions to the group in the beginning of the process. Groups will be predetermined including at least one PLWHA and one person that has experience with the PSRA process and there will be one leader in each group.

All core and support services will be ranked from 1-29. The dates have been assigned for the process through August and dates will be determined as needed from there. Justin Bell made a motion to approve the PSRA process as it is written, and the motion was seconded by Randal Lucero. There was discussion about documenting that the May Committee meeting is a training. Voting results were 9 yeas, 0 nays and 1 abstention. **Motion # 4 carries.**

**Review of the Chapter 50 letter: (C. Flaherty)** This will be a letter to Office of General Counsel to clarify a few things. The first thing is a confirmation that we were created by Executive order and not by an ordinance and asking if we follow the scope of Chapter 50. The second issue is appointments that goes back to Membership. The question is whether the mayor's office can appoint members to the Planning Council without recommendation from the Planning Council. The third item is how the process of OGC works. Part A program manager advised how the process works and that the funds for legal expenses would come from the Planning Council budget. Chuck Flaherty made a motion to table the letter requesting information from OGC and it was seconded by Deweyne Robinson. Votes were 10 yeas, 0 nays and 0 abstentions. **Motion #5 carries.**

**HRSA Expectation letter:** The Chair was seeking clarification on the Separation of PC/PB and Recipient Roles. S. Arts stated that the "recipient" is the Part A office.

## **METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL**

### **Public Comments:**

P. Burns stated that adding additional meetings and Ad-Hoc groups on a small group of people is why Membership is not growing. She said, "We need to work smarter, not harder."

### **Announcements:**

J. Bell let everyone know that Reverend Wilford who was active with the World Aids Day quilt has recently passed away. The LGBTQ Community will receive some gifts from the Reverend.

D. Cornelissen spoke about the importance of the Meningococcal vaccine especially in the MSM community.

D. Cornelissen reminded everyone that today was Dining out for life and to get information go to NFAN/Dining out for Life.org.

### **Adjournment:**

Meeting adjourned at 5:13 p.m.

Minutes approved by:

Dawna Cornelissen, Planning Council Chair

### **Attachments:**