

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

## **Planning Council Meeting Minutes**

Thursday, March 24, 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	Deweyne Robinson	Karen Andrade
Paula Burns	Dr. Justin Oring	Cyntoria Thomas
Dawna Cornelissen, Chair		Rosa Knight
Glen Edwards	<b>ASSOCIATE MEMBERS PRESENT</b>	Jada Williams
Chuck Flaherty	JC Harris	
Mary Glenn, Community Representative	Lynnette Cuebas	
Frances Lynch		<b>GUESTS PRESENT</b>
Dan Merkan, Vice Chair	<b>GUESTS PRESENT BY ZOOM</b>	Pamela Hagley
Timm Purcell	Johnnetta Moore	Stephon Collins
	Sandy Arts	Johanne Belizaire
<b>PC MEMBERS PRESENT BY ZOOM – NON-VOTING</b>	Chrissy Edmonds	Randal Lucero
Heather Kilpatrick	Chrissy Guiriba	

**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

**NHAS Goals** were read by Justin Bell

**Introduction of Guests**

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

**Approval of Agenda** Chuck Flaherty made a motion to approve the agenda changing the start time from 2:00 p.m. to 3:00 p.m. It was seconded by Frances Lynch. There were 8 yeas, 0 nays and 0 abstentions. **Motion #1 carries.**

**Approval of Minutes** from February 24, 2022. Justin Bell made a motion to approve the minutes from February 24, 2022, and it was seconded by Timm Purcell. There were 8 yeas, 0 nays and 0 abstentions. **Motion #2 carries.**

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

### **Officer Reports:**

**Chair (D. Cornelissen):** Please fill out Conflict of Interest and Committee Sign up forms for the new year if you haven't already done so. We have a new Project Officer for HRSA, his name is Lt. Colonel Lawrence Momodu. We will have a full Council training on April 21<sup>st</sup>.

**Vice Chair (D. Merkan):** Attended the FCPN meeting and there was discussion of changing the date for the week of prevention. The Spring 2022 FCPN patient care and prevention webinars are coming up next week. There will also be a face-to-face meeting in April in Lutz, FL.

**Community Representative (Mary Glenn):** The white boxes have not been picked up this month and there were no comments in the Community Rep. box.

### **Agency Reports:**

**Administrative Agency – Part A (S. Arts):** Contracts will be going out to Office of General Counsel. We are looking at the same for EHE. Congress has passed the EHE budget so we should be getting notice of awards soon. The EHE funding will carry over to next year with additional funds added for the five-year period. Standards of Care is going well, we had our third meeting last week. Provider final invoices are due by April 15<sup>th</sup> and we will close out the grant by July 30<sup>th</sup>.

**Lead Agency Part B (J. Belizaire):** There are still two sites open for Covid testing and two sites for Covid vaccines. Client services for February were Test and Treat-5, PrEP – 1, nPEP- 2. The ADAP pick up rate was 84.35% and the viral load suppression was 87.22%. The Mobile Unit saw 22 clients in February. There were 26 new Ryan White clients enrolled.

**W.A.C (F. Lynch):** There were no updates for W.A.C.

**FL DOH C.A.B. Report (J. Belizaire):** C.A.B. did meet on March 17, 2022. There were eight participants. Michael Alonzo was the guest speaker and they spoke about medications, undetectable viral load, cases of resistance, and long-term safety data.

**UF CARES C.A.B. Report (S. Collins):** The face mask and social distance policy is still in place and support groups are still meeting. Recruiting for pediatric and adult physicians are taking place. Case management eligibility is now good for one year. Clinical department is still encouraging virtual visits. Pfizer vaccines are still available for children from 5-11 years old. All research studies are going well. The mobile unit has been out in the community and recently attended a community outreach event at UNF. National nutrition month will celebrate a world of flavors. UF will be sponsoring an Infectious Disease HIV conference on October 28.

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**Florida Comprehensive Planning Network (J. Bell):** There are some virtual key update webinar series coming up and that calendar can be found on the third page from the back in your packet. There is a registration requirement so follow the link on the page.

### **Committee Reports:**

**Executive Committee (D. Cornelissen):** The committee met on March 14, 2022. We discussed white boxes. There are two sets of white boxes, the one that Mary carries with her as the Community Rep and the boxes that are left at provider locations. Timm, Mary and Justin were assigned to pick up comments and bring back to the Executive committee for review. We assigned three Planning Council members to attend Standards of Care meeting to represent the Council. There were a few policies and procedures that we didn't complete last year, and they were assigned to be written and brought back to Executive Committee. They are Fundraising, Conflict of Interest, associate members and proxies, and the Integrated Plan Process for CCCC.

**Bylaws Committee (C. Flaherty):** There was not a Bylaws meeting last month. Planning Council members were asked to join the committee. Bylaws will be working with Membership to come up with an easier process to get Planning Council members approved.

**Community Connections (M Glenn):** The last meeting was March 10, 2022. We are working on being a more active committee. We will add a modified version of Robert's Rules.

**Continuum of Care Coordination Committee (P. Burns):** CCCC met on March 10, 2022.

Continuing to work on the Integrated Comprehensive Plan. Reviewed activities we have going on and how to bring the information together. Additional guidance was received from FCPN, and we will have a townhall coming up in April.

**Membership Committee (T. Purcell):** The committee met on March 9, 2022. Our current membership is at 12 and it should be at 17. The unaligned ratio is 25.00% and it should be at 33%. Demographics of members are 40% Black, 60% White, 0% Other, 58 % male and 42 % female. We reviewed a new PowerPoint presentation for training, and it has been updated. Frances Lynch will Co-Chair the Committee. The Membership Committee asked for a motion to approve sending Pamela Hagley's application to the mayor's office for appointment. Chuck Flaherty made a motion to approve sending the application to the mayor's office for appointment and it was seconded by Mary Glenn. Pamela would fill the Agency for Healthcare Administration office of Medicaid membership category. The votes were 8 yeas, 0 nays and 0 abstentions. **Motion #3 carries.** The Membership Chair asked for a motion to re-appoint Glen Edwards to the Planning Council. Justin Bell made a motion to re-appoint Glen Edwards to the Planning Council to fill the Part C membership category. It was seconded by Chuck Flaherty. The vote was 8 yeas, 0 nays and 0 abstentions. **Motion #4 carries.**

**Needs Assessment (J. Bell):** Needs Assessment did not meet in March. It will meet on April 12<sup>th</sup> at 2:00 pm.

**Priority and Allocations (D. Merkan):** Priority and Allocations has not met since November; the first meeting of the grant year will be on March 28<sup>th</sup> at the University Park Branch Library. There will be a brief overview of the responsibilities and timelines, and selection of a Co-Chair.

### **New Business:**

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**Agenda Items:** The Chair asked for items to be added to next month's agenda. FCPN will be added to Agency reports bi-monthly staggered with Florida Community HIV/AIDS Advisory Group report.

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

### **Announcements:**

J. Bell reminded everyone that TargetHIV.org is a very useful tool and can answer many questions.

J. Bell also commended Cyntoria's work on CAREWare stating it is a bridge that brings the gap together.

C. Flaherty stated that there was an AIDS walk coming up in July.

D. Cornelissen announced that ANAC has an HIV and aging scholar's program, and they are asking for applications. The applications are available up front. She also announced that there is a meeting evaluation form to fill out and turn in to Support Staff.

### **Adjournment:**

Meeting adjourned at 4:33 p.m.

Minutes approved by:

Dawna Cornelissen, Planning Council Chair

### **Attachments:**

ANAC HIV and Aging Scholars Program application

List of FCPN Spring Meeting webinars