

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL



Planning Council Meeting Minutes

Thursday, January 26, 2023 – 3:00 p.m.

Meeting Location: 1809 Art Museum Dr – ♦ Jacksonville, FL 32207

| PLANNING COUNCIL MEMBERS PRESENT | PLANNING COUNCIL MEMBERS ABSENT | STAFF PRESENT |
|---|--|-----------------------|
| Heather Kilpatrick | Justin Bell | Karen Andrade |
| Chuck Flaherty | Deweyne Robinson | Sandy Arts |
| Dan Merkan, Chair | | Rosa Knight |
| Glenn Edwards | | Cyntoria Thomas |
| Pamela Hagley | ASSOCIATE MEMBERS PRESENT | GUESTS PRESENT |
| Paula Burns | J C Harris | Reginald Caldwell |
| Frances Lynch | Lynnette Cuebas | Patrick Perkins |
| Timm Purcell | | Johanne Belizaire |
| Randal Lucero | | Matthew Morrison |
| Mary Glenn | GUESTS PRESENT BY ZOOM | Rod Brown |
| | Zoom link was not working | Thomas Bryant |
| | | Travis Neff |
| | | Chief Moore |

Call to Order: D. Merkan, Chair, called the meeting to order at 3:03

Moment of Silence for those affected by HIV.

Roll call was taken by D. Merkan, Chair.

Introduction of Guests

Quorum is established

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NHAS Goals: F. Lynch read the NHAS goals

Approval of Agenda R. Lucero made a motion to approve the agenda for January 26, 2023 as written, and it was seconded by C. Flaherty. C. Flaherty asked that the second reading of Article XII be added under Bylaws. There were 11 ayes, 0 nays and 0 abstentions. **Motion #1 carried.**

Approval of Minutes from November 17, 2022. C. Flaherty made a motion to approve the minutes from November 17, 2022, and it was seconded by R. Lucero. P. Hagley asked to remove Medicare from announcements as her reference was to Medicaid only. Voting took place to approve the minutes with the correction to remove Medicare. Results were 11 ayes, 0 nays and 0 abstentions. **Motion #2 carried.**

Public Comments: There were no public comments.

Election of Officers: (T. Purcell/D. Merkan): The Business meeting was closed for elections. The Chair position has only one nomination, Dan Merkan and nominations were opened to the floor. There were no nominations from the floor. C. Flaherty made a motion to proclaim Dan Merkan Chair by acclamation and it was seconded by R. Lucero. Votes were 11 ayes, 0 nays and 0 abstentions. **Motion #3 carried.** The Vice Chair position has only nomination, Justin Bell. Nominations were opened to the floor. There were no nominations from the floor. C. Flaherty made a motion to proclaim Justin Bell as Vice Chair by acclamation and it was seconded by R. Lucero. Votes were 11 ayes, 0 nays and 0 abstentions. **Motion #4 carried.** The Community Representative position had only one nomination and nominations were opened to the floor. There were no nominations from the floor. C. Flaherty made a motion to proclaim Timm Purcell as Community Representative and it was seconded by P. Hagley. Votes were 11 ayes, 0 nays and 0 abstentions. **Motion #5 carried.** The Slate of Officers will begin their term on March 1, 2023 through February 28, 2024. The election was closed, and the business meeting reopened.

Officer and Committee Reports:

Chair & Executive Committee (D. Merkan): Reorganization of Committees. The Chair turned the meeting over to R. Lucero to review the Planning Council reorganization structure. The reorganization is restructuring Committees only. There were questions as to why Bylaws was being placed under the Executive committee, as this could be giving too much power to the Executive committee. It was stated that Bylaws changes must still be approved by the full Planning Council. It was suggested that Bylaws be a stand-alone committee. T. Purcell motioned to table the reorganization and it was seconded by F. Lynch. The votes were 4 ayes, 5 nays, and 2 abstentions. **Motion #6 fails.** H. Kilpatrick made a motion to make Bylaws its own standing committee with the chair and co-chair also serving on the Executive committee. It was seconded by P. Burns. Votes were 9 ayes, 1 nay and 0 abstentions. **Motion #7 carried.** C. Flaherty made a motion to approve the reorganization as written and approved by the Executive committee. The motion was seconded by P. Burns. Votes were 9 ayes, 1 nay and 1 abstention. **Motion #8 carried.**

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Vice Chair and Needs Assessment (J. Bell): No report.

Community Representative and Community Connections (M. Glenn): The white boxes were put on hold due to the low volume of responses. Community Connections is working on goals for the new year. They would like to celebrate something each month as events are happening. The group is also looking to increase attendance. We will be focusing on teaching Community Connections

Bylaws Committee (C. Flaherty): There was a second reading on amendments to Article XII Section 5-Public Comment Process. M. Glenn made a motion to approve the change to Article XII Section 5. It was seconded by P. Burns. Votes were 9 ayes, 0 nays and 0 abstentions. **Motion #9 carried.** The Bylaws Chair gave a second reading on the Conflict of Interest Article XIV. C. Flaherty made a motion to approve the changes to Article XIV Conflict of Interest. It was seconded by R. Lucero. Votes were 11 ayes, 0 nays and 0 abstentions. **Motion #10 carried.** C. Flaherty made a motion to approve the Conflict-of-Interest Disclosure form. It was seconded by R. Lucero. Votes were 11 ayes, 0 nays and 0 abstentions.

Continuum of Care Coordination Committee (P. Burns): The plan has been sent to HRSA and we are waiting for response from the Part A Project Officer.

Membership Committee (F. Lynch): The outreach cards are still being passed out as they are being seen around time. The membership committee interviewed and approved Chrissy Guiriba to be brought before the Planning Council to be voted on as an Associate member pending the process of approval with the mayor's office. C. Flaherty made a motion to approve C. Guiriba as an Associate member pending the appointment process through the mayor's office. It was seconded by R. Lucero. Votes were 10 ayes, 0 nays and 0 abstentions. **Motion #11 carried.** L. Cuebas had her interview with the mayor's office last week and is waiting for confirmation of appointment. T. Neff asked the difference between aligned and unaligned.

Needs Assessment & FCPN (D. Merkan): There were several paper surveys turned in and they will be put in the system by friends of the Quilt Chapter. G. Edwards stated that UF Cares also has about 200 paper surveys to be turned in. They will be given to DOH.

Priority and Allocations (R. Lucero): P&A will meet in March to get the new year going. S. Arts stated that the partial award for reallocations have come in just today.

Agency Reports:

Administrative Agency – Part A (S. Arts): See the expense report in the packet, we are at 76% of the year and we are at 76% spent. There was a question asked if there was a particular category that was not being spent as it should and that is mental health. There are hopes that the Needs Assessment surveys will shed some light on this. It is RSR time which is federal reporting for services. We are starting the CQM program that Cyntoria has been working on all

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year. There are a few workgroups going on between Part A & Part B statewide. They have to do with eligibility and data sharing. There is a conference in Orlando in February with Georgetown University looking at the data sharing agreement.

Lead Agency Part B (J. Belizaire): We are at the 3rd quarter of reporting for the state and our outlying counties are also having issues with mental health. Their problem is that there is a need for services but not enough providers. Due to vacancies in each county, it looks as though we are underspent, but this is due to vacancies. Client services had five clients for Test and Treat, six for PrEP in November and nine in December and one for nPEP in December. The ADAP pickup rate was 80.18% and Viral load suppression is at 81.98% which is up by 0.56%. HIV testing for the year of 2022, there were 20,447 tests performed and 178 were positive, 20,173 negative and 86 undetermined. The Mobile Medical Unit treated 21 patients in December and 121 Ryan White eligibility.

W.A.C (F. Lynch): No report

FL DOH C.A.B. Report (J. Belizaire): No report

UF CARES C.A.B. Report (G. Edwards): The committee met on January 10th. We have hired a new clinic manager, Montie McDonald. A new case manager, Joya Cogdell was also hired. We are still looking for a Peer Navigator and it is posted as family support worker. Outreach will be participating in a couple events: Melanin Market February 18th and Women's Expo on March 11th. CAB members wanted to change the name of CAB. They chose to change to CRG (Community Resources Group).

CHAG (J. Harris): The committee will meet next Tuesday, so report will be next month.

FCPN Updates (D. Merkan for J. Bell): The FCPN state plan has been submitted.

Old Business:

Planning Council Training (D. Merkan): We were planning a training on roles and responsibilities on March 23rd. We are waiting for HRSA project officer to let us know who will be providing the training.

New Business:

Agenda Items for February (D. Merkan): If you feel anything needs to be added to the agenda please bring before the Executive Committee.

Public Comments: No public comments

Announcements: L. Cuebas asked that if anyone has a client or friend that they know is in jail to please let her know so she can keep tabs on them. Her number is 739-7092. It is a critical time at the jail right now.

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R. Brown stated that the Florida Black Leadership group is having a virtual townhall meeting on February 6th and will be honoring ancestors of people in our community who have done a great deal for HIV awareness. He will forward the link.

J. Harris said that Justin Bell has retired from CAN Community Health however he will still be doing work in the community. He will remain active on the Planning Council to continue his amazing work.

P. Burns has several positions available at DOH.

Next Meeting: February 23, 2023.

Adjournment:

Meeting adjourned at 4:58 p.m.

Minutes approved by:

Dan Merkan, Planning Council Chair