

METROPOLITAN JACKSONVILLE AREA HIV HEALTH SERVICES PLANNING COUNCIL

Ryan White Part A and B Programs ♦ 1809 Art Museum Drive, Suite 100 ♦ Jacksonville, FL 32207

Planning Council MINUTES for Thursday, February 27, 2020 – 3:00 p.m.

Call to Order

Debbi Carter, Chair

Called to order at 3:00 p.m.

Introductions of Planning Council Members and guests were conducted.

NHAS Goals were read by DeWeece Ogden.

Roll Call

*Steven Greene,
Vice-Chair*

Members Present: Debbi Carter (*Chair*), Michael Acker, Steven Greene (Vice-Chair), Mark Cleveland, Dawna Cornelissen, Ne'Tosha Dopson-Woodall, Glen Edwards, Elinor Holmes, Dan Merkan, DeWeece Ogden, Herb Smith, and Zane Urbanski, Katrina Williams, Joseph Mims.

Members Absent: Christie Matthews

Associate Member Present: Heather Kilpatrick

Associate Member Absent: Wade Davis

Staff: Johnnetta Moore, Sandy Arts, Megan Graham, Lisa Holley

Guests: Paul Acedera, Cedric Lewis, Johanne Belizaire, Lolita Hill, Jasmine Daniels, Deweyne Robinson, ValJeanne Caster, Timm Purcell, Justin Bell, Chrissy Edmonds, Earvin James, Gloria Coon, Janice Murphy, Shay Garcia, Mike Peacock, Toni Pryor, Mary Glenn, Jacqueline Dowdy, Jonathan Harris, Audrey Green, Cedric Williams, Anthony Hall, Allison Ruby, Rahbi Anderson, , Kristen Smith, Sherrie Newman, Councilwoman Ju'Coby Pittman, Mark Pepler (HRSA), Sylvia Moreno (HRSA), Ameila Khalil (HRSA), Lieutenant Commander Eric Shell (HRSA).

Steven Greene called Heather Kilpatrick to the table in the absence of Christy Matthews. Steven Greene stated "Madam Chair we do have a quorum".

Approval of January Meeting Minutes

The January 23, 2020 minutes were reviewed and a motion from Debbi Carter to accept the minutes as presented and it was seconded by Herb Smith. The Planning Council meeting minutes were approved with no oppositions or abstentions.

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Planning Council

Chair

(Debbi Carter)

- Debbi recognized Planning Council Members birthdays in February
- Debbi stated that she did staffing at a community event at FSCJ North Campus by manning a table. A new diversity group at FSCJ, sponsored the event. The event was all about HIV/AIDS. Testing was done at this event. Debbi met a lot of students and staff that have never heard about the Planning Council.
- Debbi stated that Gloria Coon was having an event on Valentine's Day and it was postponed due to rain. Planning Council members Herb Smith and Katrina Williams were going to staff a table at this event. Event was changed to 2/21/2020 however; it was postponed due to cold weather. Hopefully, the event will take place on 3/6/2020.
- Debbi stated that anyone who would like to have an event and have the Planning Council participate in an event to please email Lisa Holley at lholley@coj.net and she will pass the information out to all Council members so that the Planning Council members will be able to participate in more events.
- Debbi stated that in the packets are the Planning Council postcards and that they are ready to go. These postcards are going to be put in packets at every agency and distributed to new clients as well as current clients that receive services. The postcards were sent to the Public Affairs Office. These postcards are going to be given out to Infectious disease practitioners and general practitioner offices so that people will get an understanding that there is a Planning Council and the need for more education about HIV/AIDS and what to do.
- Point of order by Dawna Cornelissen stating: "Madam Chair we forgot to do the introduction of guests"
- Debbi Carter thanked Sandy Arts, Lisa Holley, Megan Graham and Chief Johnnetta Moore for their help this year. She stated it has been a challenging year because we lost Sandy Sikes and then we had someone else and now we have wonderful Lisa Holley. Debbi stated that she appreciates everyone's help, understanding and for listening to her. Especially to Sandy Arts because Debbi called on her a lot.
- Debbi asked for all the committee chairs to please stand. Debbi called out the committee chairs first and last names (Steven Green, Dawna Corneilssen, Katrina Williams, Dan Merkan, Herb Smith, Elinor Holmes). Debbie stated that she owes a great deal of thanks to all these people standing.
- Debbi stated that she owes a great deal of debt and gratitude to committee chairs because they did a wonderful job this year, they worked very hard and that most of the work is done in the committees.
- Debbi stated that the committees worked really work to make a difference this year and that she did not accomplish everything that she set out as

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goals, but the committees did accomplish a lot.

- Debbi stated that the Planning Council is concentrating on membership and getting more involved in City activities and other activities that deal with HIV/AIDS and other things. We have the Postcards done so we can contact other physicians and put them in packets.
- Debbi stated that each committee member did an excellent job doing what they do as well. Debbi thanked all the committee members publicly and stated that they deserve all the thanks from her and from all the Council members because they made life easier for everyone else.
- Debbi stated that she appreciated the Planning Council for electing her as Chair for last year. Debbi stated she has enjoyed it and that it has been a challenge.

Public Comments

- Earvin James commented on financial eligibility. He stated that the Ryan White Counselor fills out the forms and paperwork, but the Counselor does not have the time to sit down with the client and give a full detail about how the Ryan White program works. He stated PLWHA get funding for going through the Ryan White program.

AGENCY REPORTS

Lead Agency – Part B
(Johanne Belizaire)

HIV testing numbers for area 4 Year 01/01 2019 – 12/31/2019 report

Test Site	Area 4	Jail
Positive	3	5
Negative	336	1747
Reactive Rapid not confirmed	1	3
Total	340	1755

- **Outreach**
 - 2/14/2020 from 10:00am to 3:30pm Cookies and Conversation – great outcome with 15 HIV and 14 STD tests performed
 - 2/15/2020 noon to 4:00pm at 2212 N. Myrtle Avenue: National Condom Day educated 45 community members, passed out 3,500 condoms and 350 prevention packages
- **Current and upcoming events: February – March 2020**
 - 02/23/2020 from 4:30pm – 8:00pm HIV/STD testing – Sexual health education
 - 03/11/2020 from noon to 1:30pm: NATIONAL WOMEN & GIRLS HIV/AIDS AWARENESS Lunch & Learn @ DOH-Duval CHP
 - 03/27/2020 from 9:00am – 3:00pm: DUVAL COUNTY PUBLIC

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SCHOOLS Health & Safety Fair

- **Financial:** Part B (reported quarterly).
- **Staff changes:**
 - New local linkage to Care Coordinator has started on 2/14
 - Regional Linkage to Care Coordinator in process
 - In the process of hiring new staff for the mobile medical unit. Natasha Dobson Woodall is the provider who will be coordinating the mobile medical unit; we have hired the Medical Asst and the Eligibility staff
 - We have hired a Peer Navigator
 - In process of hiring additional ADAP staff member to be in the field doing rotations at clinics and case management agencies. Kizzie Jones will provide more information as this is finalized
 - Hired a new team member for the Teen Health Centers (currently 11 High Schools)

- **Clinic updates:**
 - Telehealth is available for test and treat and PrEP services
- **Pharmacy updates**
 - Pharmacy will be closed March 3rd and 4th; we are converting to a local pharmacy server to improve pharmacy services locally. Prescriptions can continue to be sent electronically during this time but will be filled once reopened on March 5th
 - Still working through logistics to extend pharmacy hours to coincide with our evening clinics on Tuesdays and Thursdays and pharmacy delivery
- **Contracts/grant updates**
 - Scheduled onsite HRSA sub recipient visit April 8, 2020
 - Still working on Ending the HIV Epidemic planning
 - Additional EtHE funding; PS20-2010 funding cycle June 1, 2020 – May 31 2021; RFA to be submitted by the State Health Office potential award to Duval County \$615,372 based on percentage of HIV epidemic in Florida. Preliminary budget submitted to State Health Office on 02/07/2020
- **Clients services**

Clients services	January 2020	Comments Based on December 2019 data	YTD (Jan- Dec 2019)
Test and Treat	18	↓ by 2 clients	18

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PrEP	13	↑ by 4 clients	13
nPEP	4	↑ by 2 clients	4
ADAP pick up rate	88.77%	↓ by 1.22%	
Area 4 viral load suppression	Baker: 100% Clay: 84.13% Duval: 74.63% Nassau 0% and St. Johns 87.75%	No change ↑ by 2.31% ↓ by 0.37% No change ↑ by 2.9 % ↑ by 1.99%	Average for Area 4: (86.62 %)
Ryan White enrollment	30	↓ by 9 clients	

- Debbi Carter asked Johanne Belizaire where is the pharmacy moving to. Johanne stated that the pharmacy is not moving; the server is moving.
- Joseph Mims stated that right now we are a part of the State server and we purchased a local server so that we can have more control over the different services that they want to provide to increase efficiency.
- Point of clarification by Joseph Mims – he stated they are short staff for ADAP; however, clients can stay enrolled and do their recertification’s online. They have also set up a room on the 3rd floor at the Department of Health for people who do not have access to computers and needs assistance they can walk in and there will be someone to walk them through online certification.
- Joseph Mims stated that we are hiring staff to extend our eligibility hours. If anyone has any questions, please contact Joseph Mims at 253-1433 or Kizzie Jones at 253-1276.
- A guest had a question about the server Johanne Belizaire was talking about. The guest wanted to know if the server is for all agencies to plug into to dump information into or is it only for the health department.
- Joseph Mims commented and stated the server is for the DOH ADAP pharmacy. This new server is separated from the State server. Joseph stated with the new server we have more control over what we are doing here locally.
- Mark Cleveland commented about integrated pharmaceutical.
- A guest commented that some of the non-profits are connected to HIMS and it does coordinating integrated databases and the guest wanted to know if that is somewhere we might be going.

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Community Connections (Steven Greene)

- Joseph Mims commented that we are not there yet, Joseph stated that we are talking on a State level about shared data agreements between Part A and Part B.
- A guest asked about the upcoming health fair. Johanne Belizaire stated that the Health fair is on March 27th from 9:00am – 3:00pm. Joseph Mims stated that the contact is Yolanda Carter at 253-1886.
- Earvin James commented about the different pharmacies. Joseph Mims responded that patients have freedom of choice to go to any pharmacy they want to. Except for ADAP medications, the patient has to come to the Department of Health.
- Our January minutes were unanimously approved.
- We had a health education fair on Lipodystrophy (hard belly fat).
- Discussion on nominations for new Chair and Co-chair. It is up to the Chair of the Planning Council to appoint someone as the chair for this committee, typically the chair is someone who is a member of the Planning Council.
- We did add our Community Advisory Board Meeting, which was DOH.
- We gave updated numbers to Mary Martinez in case anyone is interested in the CAB/taxi services. The cab/taxi is to be used to attend planning council meetings. The cab rides to committee meetings are just a courtesy.
- We had an intensive talk about the last Planning Council meeting.
- Steven Greene thanked everyone for their attendance and participation.
- Mark Cleveland commented as asked is it difficult or very simple for people to lose weight and belly fat.
- Steven Green commented that there is an injection you can get into your stomach from your doctor. Everyone should consult their doctor.
- Katrina Williams commented that next month NFAN community luncheon will have a representative coming out to discuss this issue.
- Next Meeting is on 3/12/2020 at noon.

Women, Adolescents and Children (W.A.C.) (Audrey Green)

- W.A.C. met on February 6, 2020 at 10:00am at Lutheran Social Services.
- Discussion on W.A.C. committee attending First Coast Community Aids Prevention Partnership meetings and discussed their goals.
- The committee attended event at FSCJ on 2/10 and gave out condoms and educated the students on HIV, STD's, Sexually transmitted infections.
- W.A.C. committee name was given to an organization called Overflow for Kids to come out and talk to the kids about STD, HIV and STI. We are waiting for a date and time.

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- The next meeting, April 2, 2020 at 10:00am at Lutheran Social Services.
- Administrative Agency–Part A**
(Sandy Arts)
- We have been working on a Planning Council booklet, the booklet has been submitted, reviewed and approved by our Public Affairs Office and is now in production at our copy center.
 - HRSA site visit is this week.
 - The Ryan White Part A program received our notice of award released on January 29th - a partial award for \$1,228,260, we also received our End the Epidemic notice of award was released February 26th that we will be receiving \$850,000 dollars.

AHF C.A.B. Report

- No report

Dept. of Health (Duval) C.A.B. Report
(Elinor Holmes)

- Elinor Holmes reported the C.A.B. met on February 20, 2020: ADAP viral load suppression: 88.77%, ADAP pick up rate: 88.77%, No show rate: 31.74%, CCC No show rate: 31.74%
- Discussion on volunteering at Clara White Mission (3/11, 3/14, 3/25, 3/28 and encouraged members to attend the Planning Council and Community Connection meetings.
- CAB members brainstormed about having panel for young PLWHA to hear from CAB members who have been living healthy for 5+ years with HIV.
- Members planned for an April Bingo fundraiser on a Monday evening.
- Members mentioned presentations on coronavirus and the latest antiretroviral therapies, mental health and sexual health.
- Recruitment strategies discussed.
- Announcements for Helping Hands for All Annual Community Health Fair postponed until further notice due to weather, Diamonds in the Ruff Forum on 2/22, NFAN luncheon on 2/28, FDOH Duval Women’s and Girls Awareness Day Lunch and Learn on 3/11, HRSA meeting with CAB members on 2/26.
- The next meeting will be on March 19, 2020.

UF CARES C.A.B. Report
(Glen Edwards)

- CAB committee met on February 18, 2020.
- Glen stated that Cynthia who is our research manager gave an update on the injectable medication coming up.
- This study is looking for people who have not been complaint with their medications and to do 4 weeks of their medication and after the 4 weeks there is an incentive. Once the individual reaches 24 weeks then the individual receives the injectable. The individual will no longer be on pills, but will go once a month to get the injection.
- This study is for adults 18 years and older.

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- There are incentives when Viral Load reaches undetectable.
- This is Gloria's last term as Chair.
- Discussion on HRSA site visit.
- Dr. Sims will no longer be seeing patients as a Psychiatrist, we are looking for a full time Psychiatrist.
- Dr. Mojajidi is back providing GYN.
- Keisha Dawkins is returning on 2/24 as a Clinic Manager
- We are also looking for: Medical Assistant, HIV testers, Per Navigator, Research coordinators.
- We have more clinical trials coming up.
- We had a guest speakers (Jessica Peters and Aleeshha Buil) to talk about Telemedicine and the value of it.
- Next CAB meeting will be on March 17, 2020.
- Earvin James asked a question about the one time injection he asked if the individual's viral load already have to be suppressed.
- Mary Glenn asked if you have to be a patient at UF in order to participate in the study.
- Glen Edwards stated that no, you do not have to be a patient at UF. He stated that if you meet the criteria for any of their studies that you do not have to be a patient.
- Mark Cleveland asked if the jobs that UF is hiring for – full time or part time.
- Glen Edwards commented that UF is hiring for full time positions.

COMMITTEE REPORTS

Integrated Comp Plan *(Dan Merkan)*

- Last meeting was on February 13, 2020.
- Last year we spent a lot of time updating our existing plan.
- This year our main focus is to figure out how to implement the EHE (Ending the HIV Epidemic). Discussion was about the four pillars: diagnose, treat, prevent and respond.
- As part of our learning process there will be some focus groups and listened sessions developed.
- Brainstormed questions that may be used at focus groups.
- We are looking at our existing plan and reviewed goals 1,2,3 and looked at different activities under each and determine if any progress had been made. Most of our planned activities have occurred already and they are in progress, but there are a few things on the plan that we have to get to before the plan is done in 2021.
- Updates about our plan to move forward with a dashboard.
- Next meeting on March 12th at 2:00pm.
- Committee will meet each month on the 2nd Thursday of each month at 2pm for at least 6 months and then we will re-discuss.

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Executive Committee (Debbi Carter)

- Debbi thanked everyone for being Chair on this committee.
- Debbi stated that she has been around working with HIV/AIDS for 30 years.
- Debbi stated that it is important for the people living with this disease to get involved. She also stated that we cannot do what is asked if we do not hear from them.
- Debbi stated thank you for the opportunity to serve all of you.

Membership Committee (Elinor Holmes)

- Last meeting was on February 12, 2020.
- Veronica Hicks is no longer a member of the Planning Council and Steven Greene's resignation will take effect on February 29, 2020. We are waiting on the reappointment letter for DeWeece Ogden.
- Discussion on recruiting new Planning Council members especially a mental health employee from the Sulzbacher Center.
- Discussion on bringing on more black and Hispanic committee members.
- Discussion on the process for getting taxi service to the Planning Council meetings.
- The new Planning Council officers will be installed at the meeting today.

Bylaws Committee (Dawna Cornelissen)

- Dawna stated that the committee did not meet this month (Feb) because she was under the weather.
- We had a good meeting in January and she has some things to discuss and bring to our next meeting.
- As a reminder some of the things we will discuss as we review the bylaws and the policies and procedures will be:
 - Reviewing the requirements for running for office
 - Discussing clarification on aligned and unaligned changes
 - Reviewing standing committees and discussing possibly new ones
 - Reviewing the titles of the Officers
- Next Meeting March 17, 2020 at 3:00pm.
- A guest commented and asked about where are we in the process of new members who were interviewed coming onboard.
- Debbi Carter stated that we are getting Lisa up to speed for the orientation
- Earvin James commented and asked if the bylaws are available for anyone coming to the meeting.
- Chief Moore responded and stated that if anyone would like to read and review the bylaws to please contact Mary Martinez at 904-255-3347.

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New Business (Presentations) *Sandy Arts*

- Sandy Arts presented certificates of appreciation to the following people:
 - Debbi Carter – 2019 Chair of the Planning Council
 - Steven Greene – 2019 Vice Chair & Chair of Community Connections
 - Zane Urbanski – 2019 Co-Chair of Priority & Allocations, PLWHA rep
 - Dawna Cornellisen – 2019 Chair of Bylaws Committee
 - Dan Merkan – 2019 Chair of Integrated Comp Plan Committee
 - Elinor Holmes – 2019 Chair of Membership Committee

New Business (Installation of Officers) *Chief Johnnetta Moore*

- Chief Johnnetta Moore installed our new officers: Katrina Williams, (Chair), Zane Urbanski (Vice Chair), Elinor Holmes (PLWHA rep.). Chief Johnnetta Moore read our installation script to the new officers and presented Katrina Williams with the gavel.
- Debbi Carter said congratulations to the three new officers.

HRSA *(Mark Pepler)*

- Mark Pepler asked the Planning Council a question: What is the hardest part of your job.
 - Debbi Carter commented that Membership and getting people interested in coming to the Planning Council. Debbi also stated that we have a lot of participation from agencies now. She also commented that there are some PLWHA's in our community who are very negative about the Planning Council. Debbi stated that there are some PLWHA's who say that the Planning Council is unfair and they did not like the idea that they had to roll off of the Planning Council, they thought they should stay on the Planning Council forever. Debbi stated that we need new blood (new people) and that we need to be more progressive, because the disease is different. Debbi stated that some PLWHA's are saying that we prefer one agency over another and that the Planning Council gives money to one agency and not to another. Debbi clarified that the Planning Council does not give money to anyone. Debbi stated that the people who are saying negative things about the Planning Council are leaders of different support groups. Debbi stated this one issue that needs to be addressed.
 - Mark Cleveland commented that he has found that there are many doctors and nurse in the medical field who are not even familiar with the Ryan White program. Mark found that quite shocking and he stated that he does not know how to educate those in the medical field. He also stated that it is a challenge to reach the Hispanic population

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(PLWHA's).

- Toni Pryer commented that she could help Mark Cleveland with reaching the Hispanic population
- Dawna Cornelissen stated that a lot of times we are stifled by not being able to keep up with technology. Dawna stated that she comes from Nassau County which depending where she is working could be 30 minutes to (1) hour away. Dawna stated that it is hard to get people face to face (clients and members).
- Katrina Williams commented that Membership is the hardest part of her job, and maybe getting later hours and various time for Planning Council meetings to get the working population to come out who work from 9am-5pm, so looking at location and times for the Planning Council meetings would be helpful.
- Gloria Coon commented about members being dropped off the Planning Council in the past.
- Debbi Carter responded that individuals who rolled off the planning council can still volunteer and they can still attend all meetings.
- Mark Pepler stated that a lot of what he is hearing is not uncommon. He has worked in the Ryan White program for 20 plus years. Mark stated that we have Steven Young who is coming in to provide technical assistance. Mark stated that Steven is going to be able to provide the Planning Council with strategies for addressing all of the issues being raised today. Mark stated that education is an issue. He stated there needs to be an ongoing education and training that needs to be going on, so that people understand why things are done the way they are done. The issue of having adequate client representation (unaligned) members on the Planning Council is really important and there are strategies on how to do this and maybe HRSA can help with that as well. Mark stated that we need to comply with our bylaw, when we are creating or revising our bylaws we want to make sure that we are not creating more problems for ourselves. The bylaws need to be reviewed by individuals who are familiar with how Planning Councils work. Mark stated that HRSA can provide the Planning Council with some ideas and suggestions on how to navigate through this.
- Sylvia Moreno commented about the Planning Council having an alternate member that fills in when a Planning Council member is absent.
- Debbi Carter responded and stated that person is called an Associate

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member that is called to the table.

- Elinor Holmes commented that we are having problems meeting with the Mayor (it has been a standstill).
- Mark Cleveland commented that he was a member of the Council for over 15 year and then stepped down for 2 years after the Sunshine Law was enforced? Mark stated that he never had a problem coming back as a Planning Council member.
- A guest asked a question that in some other states when you are no longer a member of the Council you can still participate in Committee meetings. Debbi Carter commented “yes”.
- Mark Pepler suggested that maybe once a year we need to review our bylaws with the entire Planning Council, and make the bylaws as clear and simple as possible.
- Mark Cleveland commented that one other problem is that we never get enough federal funds to do what we need.
- Mark Pepler responded that finally the difficult thing came up. He stated that the Planning Council has one of the most difficult jobs as far as responsibilities to address the needs of folks with PLWHA in our community. The Planning Council does needs assessments and the decisions we make should all be data driven. Our data is really important and making sure we have good systems for collecting data and reporting on it. The hard part of the job is that we cannot meet all the needs.
- Mark Pepler recommended trainings on Conflict Resolution for Planning Council members and invite Community members to it. Mark stressed the importance of education again.
- Mark Pepler stated that Sandy Arts can talk to Eric Shell and they can likely find someone who can provide Conflict Resolution training.
- Eric Shell (Project Officer) commented that he is accessible and he is definitely open to finding ways to meet our needs and to resolve some of the issues that we are having. Eric stated that we are committed to making this thing work. “If you look good, we look good”.
- Mark Cleveland commented that at the last Planning Council meeting we made one mistake by not putting out the Blue Speaker cards.
- Mark Pepler commented about transparency. He stated that it is really important to share information to all the stakeholders in the community. It is important that people have as much information that they need. He stated that we can share our documents, bylaws, data, our applications all this is public information.

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- Mark Pepler stated that the Ryan White Part A grant is one of the more complex grants probably in the federal government.
- A guest asked how is the money and if we are still going to be funded.
- Mark Pepler responded and said yes. He stated that is very rare were recipients had to return money or did not receive a full award. HRSA’s interest is for Ryan White Program gets as much as the money that is available. The Ryan White program has been flat funded for many years. The Ending the Epidemic initiative are new monies coming out of the federal government, which is separate from the Ryan White program and does not have the restraints how that money is used. There is a lot more flexibility with these monies, HRSA’s interest is making sure communities have as much flexibility as possible when using these funds, to have impact and reach folks who have not been reached in the past to get them identified if they do not know their status and getting them into care. These funds will be used towards prevention projects, for prep at our community health centers and getting services to clients.
- Eric Shell stated at the end of this site visit they will have a report on HRSA’s findings.

Announcements

- Joseph Mims announced that on 3/12 the State Health Office will be at the Department of Health to have a listening session regarding Ending the Epidemic, focusing on our community members and how we can present these services better. This event is open to the public. We are adding a page to our website (hivcarenow).
- Jacqueline Dowdy (CEO of River Region) announced they will be hosting an Opioid symposium on 3/18 noon to 2:00pm.

ADJOURNMENT

- The meeting was adjourned at 4:43pm

Approved by: _____
6/25/2020
(Date)



Debbi Carter, Planning Council Chair