



General Meeting

Tuesday, September 24th, 2024
11:00 AM – 12:00 PM

Minutes

Attendees: Eric Martinez, Saundra Rangel, Channel Bonner, Miranda Talley, Carrie Hollinger, Yenichel Ruan, Sherry Gizzarelli, Islande Cherry, Jackie Clarke, Danyelle Sheffield (HCSEF), Tiffany Canate (HCSEF), Emily Carmichael (HCSEF)

1. Welcome/Introductions/Moment of Silence Eric Martinez & _____ Co-Chairs

Eric commenced the meeting at 11:01 AM. Danyelle conducted a roll call, and then Eric welcomed the group and led a moment of silence.

2. Review and approval of meeting minutes and agenda (Motion)

Eric called for a review of the previous General Body meeting minutes and the current agenda. Jackie motioned to accept the current agenda, and Natasha seconded the motion. Carrie motioned to accept the previous meeting minutes, and Jackie seconded the motion.

3. Lead Agency Report Expenditures Lead Agency Staff Quality Assurance Indicators Work Plan Updates

Expenditures:

Danyelle shared her screen to show the HOPWA, Patient Care, and Emerging Communities (Consortia) expenditure budgets, and Saundra provided an update on the expenditure reports with the group.

- Regarding the Patient Care-Consortia expenditure report, Sandra noted that Area 15's year-to-date expenditures are at 30%, with a total of \$117,100.00 spent in August.
- Regarding the HOPWA expenditure reports, Sandra noted that the funding period extends from July 2024 through June 2025, making August the second month of the funding period. She explained that Area 15's year-to-date HOPWA expenditure is 12.46%, with \$61,874.74 spent in August.
- Regarding the Emerging Communities (Consortia) expenditure budgets, Sandra noted that 62 clients received Early Intervention Services in August. Area 15's year-to-date Emerging Communities (Consortia) expenditure is 30.58%, with a total of \$11,293.79 spent in August.

Sandra opened the floor to questions, to which there were none.

Eric requested that in the future, expenditure reports be sent with the minutes and agenda for the group's consideration and review. Channel confirmed and noted that reports are due to Tallahassee on the 21st of each month, so this could impact report dissemination to the group. However, best efforts would be made to ensure that the reports are shared in advance.

Quality Assurance Indicators:

Danyelle shared her screen to show the Area 15 Performance Measures visual Carrie created with the following data:

- Viral Load Suppression: clients with a viral load of 199 or less
 - 2024 Goal: 80.5%
 - First Quarter Progress: 52%
 - Second Quarter Progress: 49%
 - Carrie acknowledged the Viral Load Suppression goal was met last year, so as more labs come in during the third and fourth quarters, she anticipates meeting this goal again.
- Antiretroviral (ART) Medication: clients with ART entered into CAREWare
 - 2024 Goal: 87%
 - First Quarter Progress: 81%
 - Second Quarter Progress: 81%
 - Carrie noted that the Antiretroviral (ART) medication goal was exceeded last year and is confident it will be met again as case managers enter more information into CAREWare.
- Medical Visit Frequency: clients with two or more provider visits, at least two months apart
 - 2024 Goal: 79%
 - First Quarter Progress: pending
 - Second Quarter Progress: 36%
 - Carrie anticipates higher numbers in the third and fourth quarters as clients come in for their second visits during the final half of the year.

- Mental Health Visits: clients with at least one mental health visit
 - 2024 Goal: 20%
 - First Quarter Progress: 3.1%
 - Second Quarter Progress: 3.2%
 - Carrie anticipates higher numbers in the third and fourth quarters as clients may come in for their mental health visit during the year's second half.

Carrie opened the floor to questions, to which there were none. However, Jackie asked for a copy of this report to also be shared widely, which Danyelle affirmed.

Work Plan Updates

Channel noted there were no Activity Tracker updates at this time.

4. Committee Updates:	Membership	Eric Martinez
	EQA	Steve Hoke
	Planning	Natasha Ramlagan

Membership:

Eric shared that the prior Membership Committee meeting was held on September 12th, 2024. At this meeting, members shared community updates on future events.

Danyelle summarized that the website had 5 new visitors and 7 total page views in August. She noted that all views were from desktop devices.

Eric noted that the Executive Committee is updating the Area 15 CPN listserv. He also noted that he is working on a few projects to help increase consumer participation, which he will provide an update on at a later time.

Eric discussed the CPN new member application submission process, noting that applications can be submitted directly through the website.

Eric opened the floor to questions, to which there were none.

EQA/Planning:

Jackie noted that the Evaluation Quality & Assurance (EQA) and Planning Committees had a joint meeting on September 12th, 2024, but there were no updates for the EQA portion.

For Planning Committee updates, Natasha noted that the Health Council is working on recommendations for a shortened Local Area 15 Needs Assessment. Danyelle noted that the recommended questions will be discussed with the committee when it's complete, and any pertinent updates will be shared at the next EQA/Planning meeting, which is scheduled for October 10th.

Eric highlighted a well-done 2008 client satisfaction survey that could be considered as part of this shortened local survey. He noted he would share it with Channel.

5. Florida Comprehensive Planning Network Committee Updates

Eric Martinez

Eric noted no significant updates related to the Florida Comprehensive Planning Network Committee. He recapped the most recent updates that have been previously communicated:

- The Medical Access Committee sent out documents for the FCPN to consider regarding updates to the ADAP formulary. Eric explained that the committee is working to refine the documents to help attract more community-based pharmacies.
- Eric noted that neither the Planning Committee nor the Coordination of Efforts Committee met in August or September.
- Lastly, Eric shared that the FCPN will meet in person in November.

6. Consumer HIV/AIDS Advisory Group (CHAG) Florida Men's Health Workgroup Update

Eric Martinez

Eric noted that CHAG is meeting this afternoon. He recapped that previous CHAG discussions have centered around the difficulties planning bodies are facing with member participation. He noted that the discussion on member participation will continue during today's meeting. He acknowledged that CHAG will additionally focus its discussions on U=U (Undetectable equals untransmissible).

Eric noted that he has not attended the Florida Men's Health Workgroup recently plans to reengage.

7. Area 15 Updates

All

Channel shared that the previous HIV/AIDS Program Coordinator (HAPC) meeting featured a discussion about plans for state-level funding leftover related to MPOX prevention. She noted that the Department of Health will receive printed materials and prevention education supplies to incorporate into existing and future outreach efforts. Channel stated that, to her knowledge, there have been no local MPOX cases.

Natasha explained that the MPOX vaccine is limited in quantity, and pharmacies must consider logistical factors before placing an order. She noted that they are happy to place an order for MPOX vaccines if there is a need.

Channel noted that the Department of Health is working on a list of places where the MPOX vaccine can be acquired while the prevention education campaign continues. Natasha shared Jackson Pharmacy is a vaccination site but has not ordered the MPOX vaccines yet.

Islande shared upcoming Department of Health events for the month of October in St. Lucie County, including two outreach opportunities at Indian River State College from

11 am to 2 pm. The first will be held on October 15 at the Massey Campus, and the second will be held on October 25 at the Mueller Campus.

Islande added that in October, DOH—St. Lucie, in partnership with Gilead, will be hosting an HIV Navigation Resource luncheon. The event will be an opportunity for medical care workers to learn more about HIV prevention and drug resistance. She noted that additional information can be shared and that registration is required.

Jackie shared updates on behalf of DOH-Martin. She noted that DOH-Martin participated in a Health Fair hosted by Cleveland Clinic, where they tested 12 people with rapid HIV.

Jackie announced that on October 5th, DOH-Martin will attend the Bahamian festival in Port Salerno.

Lastly, Jackie shared that at the most recent late-night clinic held on September 16th, DOH—Martin provided rapid HIV and Hepatitis C testing to 18 people and Chlamydia and gonorrhea testing to 20 individuals. Additionally, 11 rapid plasma reagin (RpR) tests were conducted. She noted that health education and condoms were also provided.

8. Old Business

**Eric Martinez & _____
Co-Chairs**

No items were discussed.

9. New Business

**Eric Martinez & _____
Co-Chairs**

No items were discussed.

10. Open Discussion

Danyelle shared words in remembrance of Steve Hoke, and mentioned that the Health Council sent a condolence card to Steve's family on behalf of the Planning Body.

Eric noted that there is a large consumer base of people 50 years and older and many within this community who are living alone. He stated that it's important to be mindful of these individuals' experiences and highlighted the critical importance of the work that case managers do with checkups, which is perhaps something we can all reflect on and take a moment to do.

Eric called for a motion to adjourn. Natasha motioned, and Jackie seconded the motion.

Meeting Adjourned at 11:38 pm.