



General Meeting
Tuesday, May 28th, 2024
11:00 AM – 12:00 PM

Minutes

Attendees: Eric Martinez, Steve Hoke, Saundra Rangel, Michelle Peaslee, Natasha Ramlagan, Channel Bonner, Edline Victor, Miranda Talley, Alex Ramirez, Danyelle Sheffield (HCSEF)

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

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

Previous meeting minutes and the current agenda were approved.

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

Expenditures:

Danyelle shared her screen to show the Emerging Communities and HOPWA budgets that were sent over by Channel. Saundra provided updates on the final expenditures for the year. The Emerging Communities budget was 79.5% expended for the year, the HOPWA budget has currently been expended 56.3%, with it running into June. Eric asked to be emailed the reports in the chat. Saundra mentioned the Consortia budget is still experiencing technical difficulties in the AIMS system at the state level, so while there was no report to show the group, she was still able to update the group on the numbers. Out of the \$2,334,167 Consortia budget, a total of 94.77% of those funds have been

expended for the year. Eric requested the budgets be sent to Danyelle prior to the meetings so that the group can review ahead of time, Channel agreed to this.

Quality Assurance Indicators:

Saundra provided updates on the Quality Assurance Indicators on Carrie's behalf. Carrie is working to collect the most up to date numbers, but out of the four measures they are continuously working to collect data on, there is an update regarding the Mental Health visits. Saundra mentioned that they weren't getting much results from that data that was getting pulled from the providers, so Carrie is now working to get additional numbers on clients who use their own insurance for Mental Health visits rather than Ryan White, since it is a program of last resort. Carrie is working to get that information from WFHC, and then will narrow it down by CPT codes, just to make sure those clients that have had a Mental Health visit for the year who are not registered with Ryan White as a payor are being captured as well. Carrie is also working to connect with more providers for mental health visits. Eric asked if FCHC is also working with them regarding mental health visits, and Channel answered yes they are. That will be Carrie's next step to work with FCHC to get the information on clients using their own insurance after she works through WFHC clients.

Activity Tracker Updates:

No updates on the activity tracker at this time, as Carrie is not present.

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

Membership:

There was no Membership Committee meeting during the month of May.

EQA:

There was no EQA Committee meeting during the month of May.

Planning:

Natasha asked Danyelle to provide the following updates for the Planning Committee as she is on a school trip with her child and it's loud where she is. Danyelle shared the group had a discussion about changing the day/time of future Planning Committee meetings and would like to have them occur on the same day as the other monthly committees, in order to reduce the number of days that meetings are taking place throughout the month. Danyelle stated the group could expect future communication be sent out as the decision is made final. Additionally, Danyelle mentioned that the update on behalf of Jackie regarding the Florida Department of Health in Martin County's after-hours clinic was shared during the last Planning Committee meeting. The after-hours clinic takes place on the third Monday of each month from 4:00 PM – 7:00 PM at the Stuart location (3441 SE Willoughby Blvd). No appointment is needed.

5. Florida Comprehensive Planning Network Committee Updates

Eric Martinez
Steve Hoke

Eric provided the FCPN Committee updates to the group. He shared the Membership Nomination Bylaws Committee reviewed updates concerning AI and who sits at the table. He provided context that back in 2019, it was requested by the HIV section for Department of Health staff not hold positions within the different committees in an effort to encourage more participation from the communities, rather than be mainly health department staff. However, Eric mentioned there is a possibility this rule may go away but as of now no decision has been made, but will update the group if he hears anything different during the in-person statewide FCPN meeting happening during the first week of June.

Eric shared that the Needs Assessment survey is under review to see if any changes need to be made. There have been discussions on potentially having TAI take over the Needs Assessment survey completely, but it would be up to each area to come to an agreement. He mentioned some areas do use TAI to compile the data, and prefaced not knowing how this body or Area 15 as a whole feels about this, but do suggest this be a conversation to be had in the future.

Eric shared he was only able to attend the very beginning of the Medication Access Committee. The committee was reviewing some of the data concerns regarding ADAP. Eric asked if Channel or Michelle were on this meeting, and

both answered they were not in attendance. Michelle mentioned she does not attend any of the FCPN meetings anymore, that Channel and Carrie as backup attend.

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

**Eric Martinez
Steve Hoke**

Steve shared there was no CHAG meeting since they are meeting in person next week. He mentioned their agenda was already put together, so the group decided not to meet today, May 28th.

Steve shared the Florida Men's Health Workgroup met and stated they are not having an in-person meeting this year, but will be having one next year. He mentioned they have already been talking with Tallahassee Department of Health on this

7. Area 15 Updates

All

Channel shared that the end of June is National HIV Testing Day and will be working with Walgreens for that to provide HIV and Syphilis testing.

Channel also mentioned they are now fully staffed for HOPWA and are in the process of training the new staff. Eric asked if Case Management is fully staffed. Channel stated Case Management is one staff short in Indian River and one staff short in St. Lucie County.

8. Old Business

**Eric Martinez & _____
Co-Chairs**

No items discussed.

9. New Business

**Eric Martinez & _____
Co-
Chairs**

Eric acknowledged that membership numbers are still low, but he will be working on ideas after coming back from the in-person statewide FCPN meeting. He also apologized for not rescheduling the orientation meeting with the Case Management team as he was in the hospital, but he will work to get another one scheduled in the near future.

Eric also informed the group that since we are currently low on committee co chairs, the Executive Committee decided to combine the Planning Committee

and EQA Committee meetings. The committees will still have their own individual agenda items but will be combined on one document and will be held on the same day/time. He mentioned that once Jackie is back and/or we have more capacity to separate them out again, we can discuss doing so then.

Eric mentioned that Mary Sirmons and Renella Mitchell are no longer FCPN representatives. The HIV section had conversations with TAI concerning representatives and alternates. There were some individuals who had lacking attendance and were denied travel and hotel reservations for the upcoming in-person statewide FCPN meeting, and on a similar note Mary and Renella would not have qualified to attend the state meeting if they were still representatives since they had not attended enough meetings throughout the year. Eric used this example as a reminder to the group to let Kim know if anyone isn't able to attend so it won't be held against you or our area as a whole.

Eric said that we also need to fill a co chair position for this General Body Committee. Eric and stated that a DOH staff member could act as a co chair for this committee but not FCPN. Additionally, Steve agreed to take over as the Prevention Committee representative for the FCPN until that slot can be filled in the future.

Eric announced that our Area 15 CPN rack cards are still available, so to let Channel know if anyone needs any.

Eric mentioned to the group that if there are any speakers that would be beneficial to the group, to let Danyelle know and she will inform the Executive Committee and Channel to review.

Danyelle shared that she sent the bylaws out to the group and asked the group to review and let her know if they have any questions or revisions. The group will have thirty (30) days from this meeting to review and suggest any revisions to Danyelle and she will get them to the Executive Committee. After the thirty (30) days is up, we will work to make them final.

Eric asked the group if anyone is having any issues with receiving emails from Danyelle. Channel stated she has not had any issues. Eric echoed that he also has not had any issues. No one from the group stated they are having any issues.

10. Open Discussion

Meeting Adjourned