



Florida Department of Health in Volusia County
PCHAP Partnership for Comprehensive HIV/AIDS Planning
Standards & Quality Committee / Needs & Resources
Meeting Location Room 516A
June 16, 2016 12:00 p.m. – 5:00 p.m.

PCHAP PLANNING BODY CONSORTIUM MEETING MINUTES

Purpose:

To discuss monthly updates with staff through open two-way dialogue.

Attendees – Chair – Jack Garcia, Co-Chair Cindy Maldonado, Facilitator – Jeff King Lead Agency, DOH-Volusia County. Betty Davenport, Juan Machado, Sonia Cooper-Bryan, Patrick Forand. Late Arrival - Laverne Bell, Leighray Wilson – (See Attached Sign-In Sheet for Attendees)

Speaker	Topic	Discussion
Jeff King / Jack Garcia / Cindy Maldonado	Welcome/Call to Order <ul style="list-style-type: none"> • Notice of Public Meeting and Self -Disclosure • Roundtable Introductions 	<ul style="list-style-type: none"> • Jeff King welcomed all members and then handed the meeting over to the Chair and Co-Chair. • The meeting was brought to order by Jack Garcia, who emphasized that the meetings are public meetings and are being recorded. • Roundtable introductions of all members were then made that were present.
Jack Garcia	Review Code of Conduct	<ul style="list-style-type: none"> • The group was advised to act according to the PCHAP Code of Conduct.
Jack Garcia	Moment of Silence	<ul style="list-style-type: none"> • A moment of silence for those living with HIV and those that have passed, including those that were affected by the Orlando massacre on Sunday morning.
Cindy Maldonado	Review of Minutes	<ul style="list-style-type: none"> • Minutes were provided for the previous Meeting that was held on May 19, 2016 for review. • Patrick Forand suggested that the Chair or Co-Chair make a motion to table the previous meeting minutes at the next meeting for review and approval, as there are only

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		<p>two voting members present or that they proceed with the approval, seeing that the Chair and Co-Chair can make decisions for the voting body.</p> <ul style="list-style-type: none"> • A motion to table the minutes for the next meeting was made and accepted. • Cindy and Jack reminded everyone to fill out the evaluations and to sign them because if they are not signed they cannot be counted. Jeff informed that there are evaluations from the last meeting for review by the members.
<p>Jeff King / Jack Garcia</p>	<p><u>Committee Reporting</u> Standards & Quality / Needs & Resources Recap</p>	<p>Nomination for Groups</p> <ul style="list-style-type: none"> • Jeff did a recap of the last meeting regarding the Standards & Quality & the Needs & Resources committees, as those meetings was held jointly. He reported that some changes and decisions were made during the subcommittee meeting and questioned whether the Chair would like to review them. • Jack informed that nominees for Area 12 representation of the various committees and subcommittees was discussed. Nominations were provided by the members with the following members nominated as representatives: <ul style="list-style-type: none"> a) PPG – Tony Broxton & Jack Garcia b) PCPG – Jeremiah Thomas, Bobby Jones & Jack Garcia – Depending on Bobby Jones’ decision on whether he wants to be a part of the PPG or the PCPG. c) Consumer Advisor Group – John Brush – John wants to be nominated for this position as it is a consumer position. d) Gay Men’s Work Group – Mr. John Vazquez from Tallahassee contacted Jeff inquiring as to whether there was someone that was willing to be a part of that group. Jack advised he has nominated himself to take that position. • Jeff advised everyone that there is a process for submitting the names for representatives and that these will be the ones that will be representing.

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		<p>Statewide (Patient Care) Needs Assessment</p> <ul style="list-style-type: none">• Jeff reminded everyone of the Needs Assessment on Patient Care that goes out every three (3) years and that the survey is still being formulated.• The survey will be sent out electronically. No date has yet been set but possibly for this fall. Patrick confirmed that the timeframe for the survey was correct.• Jeff stated that some changes were made to the draft of the survey since the last review. He went on to state that in this Area it is the Body's responsibility to survey our own consumers and providers in order to match what the State does. <p>Three Hot Topics</p> <ul style="list-style-type: none">• The discussion was on what is important to the group to work on. The Health Planning Council did a wonderful job setting up quality planning and quality initiatives, however there were three (3) topics still under discussion as follows:<ul style="list-style-type: none">a) Retention in Careb) Transportationc) Obstacles• Jeff stated that the process is to find out what the gaps are, meaning what is really meant by transportation, retention in care or what are the obstacles. It means that there is a process to go through to find ways to close those gaps and to measure whether we have made improvements, measuring it from the beginning to the end. This will be the process for this year.• Patrick commented that with Retention in Care, if it would be helpful to try getting more data by enlisting the assistance of our other Providers. He stated that the different areas can be targeted with the use of a survey that can state why they left their care or have been out of care for some time. Once provided to clients, this will help alleviate the questions and concerns before they get to the point, where they want to leave care.• Jack stated that with this process it would only benefit those that are in the Ryan White Program and in CARE Ware and not those with private insurance. Patrick informed that it would benefit them. As those with private insurance are still enrolled in Ryan White, who is the payor of their insurance premiums. He also stated that more clients are
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		<p>getting in because they are needing payment for their deductibles and copays. Jack stated that there are others who have private insurance with their employers that do not use Ryan White and that how will those clients be targeted. Patrick advised that this is where the Care Providers will provide their assistance in achieving the goal of the survey. He further stated that creating a survey for the Care Providers to use could be a task to be completed in the future.</p> <ul style="list-style-type: none"> • Patrick informed that the Peer Review Program will be back up and running soon in a couple of months. He also informed that the Health Department is now offering the HOPWA program starting July 1, 2016. Jack questioned when the current contract ran out for the Peer Program and was informed by Patrick that it ended on March 31, 2016. A request must be put out for a proposal and sent to the State. Jeff and the new contract manager will start that process come July.
<p>Jack Garcia / Cindy Maldonado</p>	<p>Discussion: <i>Discuss supporting information related to the topic</i></p> <p>Open Floor for Attendees Input:</p>	<p>Speakers Bureau</p> <ul style="list-style-type: none"> • Cindy reported that everything has slowed down and that there is nothing going on at this time, as it is summer. <p>Provider Updates</p> <ul style="list-style-type: none"> • Juan reported that CAN will soon be offering HIV testing. Patrick reported that the agreement has to be mailed to the CEO in Sarasota to be signed and then once it is received and signed by the Health Department, they will be given their materials to begin testing. <p>DOH-Volusia County Ryan White Lead Agency</p> <ul style="list-style-type: none"> • Minority Aids Update <ul style="list-style-type: none"> i. Betty Davenport informed that the next meeting will be held on Monday, June 27, 2016 and not the third Monday as originally scheduled. Discussions will be held on Am I My Brother's Keeper and how and what can they do to improve this event. There will only be a review of the ideas that the members have come up with and what the Committee next move will be.

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| | | <ul style="list-style-type: none">• PreP Seminar<ul style="list-style-type: none">i. Patrick provided an update on the Health Department’s upcoming PreP seminar on June 28 at Bethune Cookman University. This will target Medical Providers, Nurses, Hospitals and Doctors, ICPs as well as clients and their partners. This is to enable the knowledge of PreP to get out into the community where they can start to recognize it can be prescribed, as it is now being pushed by the State. Funding is also being worked on by the State in order to secure funding for those that cannot afford or do not have insurance to purchase the medication for PreP.
• National HIV Testing Day<ul style="list-style-type: none">i. Patrick advised that The National HIV Testing Day is on Monday, June 27 and the Health Department will be holding a Free HIV Testing Day on Thursday, June 30 from 9am to 2pm. Free Hepatitis Screening will also be provided with Rapid testing being provided for both tests. No confirmation as yet on Rapid Syphilis testing.
• HOPWA Services<ul style="list-style-type: none">i. As of July 1, the Health Department will be providing Housing Services for the Ryan White Clients in Area 12. A Housing Coordinator has been hired, Ms. Laverne Bell, has resume the duties for the HOPWA program. Jeff and Patrick will be working with Ms. Bell to have the program up and running by July.
• Voting Members<ul style="list-style-type: none">i. Patrick provided the names of the voting members for the Health Department, as they have had a lot of changes. Marvin Hall and Pam Bowen.ii. As Laverne is now an employee of the Health Department, she is no longer a PCHAP Body voting member. |
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	<p>Open Floor for Attendees Input:</p>	<p>Action Steps</p> <ul style="list-style-type: none"> • Jeff reminded everyone of the action steps from their earlier meeting and that the voting has been deferred on the current minutes until the next meeting. Next meeting is scheduled for August 18, as the committee is taking a July break. • There were no further points, questions, comments or concerns to be made or discussed.
	<p>Actions <i>List next steps, solicit staff members for completing identified actions</i></p>	N/A
	<p>Meeting Evaluation <i>Request attendees to complete the PCHAP Meeting Survey. Kindly provide your name on contact on all surveys submitted.</i></p>	Meeting surveys were handed out and received back with favorable responses from Members.
	<p>Adjournment</p>	<p>A motion was made to adjourn the meeting and was moved and seconded by Cindy.</p> <p>Meeting was adjourned at 3:59pm.</p>

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Action Items

Action Step (use action verb)	Person Responsible	Deliverable Date
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		