



**Florida Department of Health in Volusia County
Partnership for Comprehensive HIV/AIDS Planning (PCHAP)
Meeting Location Room 516 B
December 19, 2019 2:00 p.m. – 4:00 p.m.**

Subcommittee Meeting Minutes

Attendees: Thomas Bryant III, Tamika Crumiell, Jack Garcia, Akisia German, Tomas Greiner, David Gaeta, Marvin Hall, Samantha Kwiatkowski, Mary Lachendro, Andrew Marcott, Randall Mason, Leighray Wilson.

Speaker	Topic	Discussion
Tomas Greiner, Chair	Welcome/Call to Order	<ul style="list-style-type: none"> • Meeting called to order. • Reviewed Code of Conduct • Notice of Public Meeting and Self -Disclosure • Roundtable Introductions
	Moment of Silence	
	PCHAP Business	<p>Past Meeting Minutes Approval</p> <ul style="list-style-type: none"> • September 2019 minutes were approved; no revisions were recorded. <p>PCHAP Overview</p> <ul style="list-style-type: none"> • <p>Ryan White Quarterly Expenditures and RSR Data:</p> <ul style="list-style-type: none"> • Ryan White budget and demographics were reviewed. The group recommended a change be made to client demographics to reflect the total number of clients per service instead of total clients who have received at least once service. Also, a recommendation to add the percentage of newly diagnosed clients was suggested. A fluctuation in RX of ART and VL Suppression was noted and may be due to the ADAPT CVS Specialty Pharmacy switch. Tomas will provide a resource document to assist in making this process smoother. <p>Priorities and Allocations:</p> <p>The annual Priorities and Allocations review for Ryan White service priorities and funding allocations for the next contract year (April 2020 – March 2021) in Volusia and Flagler counties are due.</p> <ul style="list-style-type: none"> • A motion was made and seconded to complete and return the Priorities and Allocation, Service Ranking Worksheet for 2020-2021 to Akisia by January 9, 2020. <p>Other:</p>

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		<ul style="list-style-type: none"> • Detailed welcome packets are currently in development • Area 12 has lost one mental health provider, efforts to identify another provider is priority at this time. • The use of public transit to the Department of Health is a concern for several clients, travel time on Votran can be up to five hours for one appointment. • Open enrollment was mentioned to be a key factor in success of issuing food vouchers to clients.
	<p>Agenda Topics & Updates</p>	<p>Eligibility and Medical Case Management Updates:</p> <ul style="list-style-type: none"> • A standardize case management process between Volusia and Flagler should be initiated. The group requested a comprehensive list of case managers and clients assigned to them. • The department is advertising positions for one case manager supervisor, two case managers, one eligibility specialist. • Thomas Bryant III will follow up on residency requirements for client service areas. <p>World AIDS Day 2019 Review: Several events were hosted to recognize World’s AIDS Day including:</p> <ul style="list-style-type: none"> • December 1, 2019, Memorial Service • December 5, 2019, Christmas Dinner • December 7, 2019, Health & Wellness Fair • Planning for future World’s AIDS Day will begin in February, 2020. <p>FCPN Recap & Area 12 Comprehensive Plan Planning:</p> <ul style="list-style-type: none"> • The Florida Comprehensive Planning Network Meeting took place in Fall 2019. Area 12 is drafting the 3-yr comprehensive plan including a prevention component using the state integrated plan as guide (still awaiting plan). The PLOT meeting will be used to write the prevention segment of the plan. The meeting is tentatively scheduled for January 14, 2020.
	<p>Upcoming Events</p>	<p>Next PLOT Meeting: Tuesday January 14, 2020 at 3:00pm</p>
	<p>Adjournment</p>	