



FORT LAUDERDALE/BROWARD EMA
BROWARD HIV HEALTH SERVICES PLANNING COUNCIL
AN ADVISORY BOARD OF THE BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS
200 OAKWOOD LANE, SUITE 100, HOLLYWOOD, FL 33020
(954) 561-9681 • FAX (954) 561-9685

Executive Committee Meeting

Friday, July 19, 2024 – 1:00 PM

Meeting location: Ujima Men's Collective and Microsoft Teams

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NDNhNzJkZGEtOWQ3OC00ZmY0LThtMTgtMDA1NjM3Mjc5MTJl%40thread.v2/0?context=%7b%22id%22%3a%220dd42165-bf27-4e00-9f50-1f4dff8a73f8%22%2c%22Oid%22%3a%221bcbe6d6-8962-41e8-b7e5-3cd660df997c%22%7d

Meeting ID: 227 275 077 550 Passcode: xJ5owt

[+1 561-437-3349](tel:+15614373349), [739180128#](tel:+1739180128) Phone Conference ID: 739 180 128#

Chair: Lorenzo Robertson • Vice Chair: Von Biggs

This meeting is audio recorded.

The Executive Committee meets to conduct the business of the Council and shall: Set the agenda for Council meetings; Address Conflict of Interest issues; Review Membership/Council Development Committee Attendance report; Oversee the planning activities established in the integrated HIV prevention and care plan; Develop and oversee committee work plans that address comprehensive planning goals and objectives; and Ratify recommendations for removal for cause from the Membership/Council Development Committee.

Quorum for this meeting is 7

DRAFT AGENDA

ORDER OF BUSINESS

1. Call to Order/Establishment of Quorum
2. Welcome from the Chair
 - a. Meeting Ground Rules
 - b. Statement of Sunshine
 - c. Introductions & Abstentions
 - d. Moment of Silence
3. Public Comment
4. **ACTION:** Approval of Agenda for July 19, 2024
5. **ACTION:** Approval of Minutes from June 20, 2024 (**Handout A**)
6. Standard Committee Items
 - a. Review and Approve July 25, 2024, HIVPC Agenda, Meeting Materials and Motions (**Handout B**)

- b. Review August 2024 HIVPC Calendar ([Handout C](#))
- 7. Unfinished Business
 - a. None.
- 8. New Business
 - a. **Discussion Item:** Quarterly review of HIVPC Reflectiveness and Strategy; MCDC Chair ([Handout D1 and D2](#))
 - b. **Discussion Item:** Quarterly review of committee work plan status by each Chair or Vice Chair ([Handout E1 – E6](#))
 - c. **Action Item:** Review and Vote on the Member of the Quarter Results, MCDC Chair ([Handout F](#))
- 9. Recipient Report
- 10. Data Request
- 11. Public Comment
- 12. Agenda Items for Next Meeting
 - a. **Next Meeting Date:** September 26, 2024, at 12:45 p.m. LOCATION: Broward Regional Health Planning Council and via Microsoft Teams Videoconference
 - b. Agenda Items for next meeting
 - i. Review and Approve October 2024, HIVPC Agenda, Meeting Materials and Motions
 - ii. Review the October 2024 HIVPC Calendar
- 13. Announcements
- 14. Adjournment

For a detailed discussion on any of the above items, please refer to the minutes available at:
[HIV Planning Council Website](#)

Please complete your [meeting evaluation](#).

Three Guiding Principles of the Broward County HIV Health Services Planning Council

• Linkage to Care • Retention in Care • Viral Load Suppression •

Vision: To ensure the delivery of high-quality, comprehensive HIV/AIDS services to low-income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care.

Mission: We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high-quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: (1) Foster the substantive involvement of the HIV-affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care, (2) Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments, (3) Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment.



Broward County Board of County Commissioners

Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Torey Alston • Nan H. Rich • Tim Ryan • Jared Moskowitz • Michael Udine • Robert McKinzie • Hazelle P. Rogers

[Broward County Website](#)



July 2024



Broward HIV Health Services Planning Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	All events listed on this calendar are free and open to the public. Meeting dates and times are subject to change. Please contact support staff at hivpc@brhpc.org or (954) 561-9681 ext. 1244/1343. Visit http://www.brhpc.org for updates.					
	1	2 <u>Community Empowerment Committee Meeting (CEC)</u> 3:00PM– 5:00PM Location: BRHPC/MS Teams	3	4 	5	6
7	8	9	10 Oral Health Network Meeting 9:00 PM-10:15PM	11 <u>Membership/Council Development Committee Meeting</u> 9:30AM – 11:30AM Location: BRHPC/MS Teams	12	13
14	15 <u>Quality Management Committee Meeting</u> 12:30 AM– 2:30 PM Location: BRHPC/MS Teams	16 Behavioral Health Network Meeting 9:00 PM-10:15 PM	17	18 <u>Priority Setting & Resource Allocation Committee Meeting</u> 9:30AM -4:00PM Gilda's Club South Florida	19 <u>Executive Committee Meeting</u> 1:00PM – 3:00PM Ujima Men's Collective	20
21	22	23	24	25 <u>HIV Planning Council Meeting</u> 9:30AM – 11:30AM Locations: BRHPC/MS Teams	26	27
28	29	30	31			



July 2024



Broward HIV Health Services Planning Council Calendar

All events listed on this calendar are free and open to the public. Meeting dates and times are subject to change. Unless otherwise noted, meetings will be held via WebEx. Please contact support staff at hivpc@brhpc.org or (954) 561-9681 ext. 1292 or 1343. Visit <http://www.brhpc.org> for updates.

TODOS ESTAN BIENVENIDOS!	ALL ARE WELCOME!	BON VINI!
A menos que se anote de forma diferente en el calendario, todas las reuniones se realizarán en: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Para confirmar información acerca de la reunión de Consejo de Planeación HIV, o confirmar la reserva de servicios especiales tales como: Traducción Inglés a Español o a Criollo (Haitiano), servicios para discapacitados en visión o audición, por favor llame con 48 horas de antelación para que puedan hacerse los arreglos necesarios.	Unless otherwise noted on the calendar, all meetings are held at: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 To confirm HIV Planning Council meeting information, or reserve special needs services such as Translation from English to Spanish or Creole, or are hearing or visually impaired, please call 48 hours in advance so that arrangements can be made for you.	Sòf si yo ta ekri yon lòt bagay nan almanak-la, tout rankont-yo ap fèt: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Pou konfime enfòmasyon ou resewva sou rankont Konsèy Planifikasyon HIV-a, oswa pou rezève sèvis pou bezwen Espesyal tankou: Tradiksyon angle an panyòl oswa kreyòl; oswa, si ou gen pwoblèm wè oswa tande, rele 48 tè alavans pou yo ka fè aranjman pou ou.
HIVPC Committee Descriptions		
HIV Health Services Planning Council (HIVPC) - Monitors, evaluates, and continuously improves systematically the quality and appropriateness of HIV care and services provided to all patients receiving Part A and MAI-funded services.		
Executive Committee - Sets agenda for Council meetings, addresses conflict of interest issues, reviews attendance reports, oversees the planning activities established in the Comprehensive Plan, oversees committee work plans, reviews committee recommendations, ratifies recommendations for removal for cause, and addresses unresolved grievance issues.		
Priority Setting Resource Allocation (PSRA) Committee - Recommends priorities and allocation of Ryan White Part A funds. Facilitates the Priority Setting and Resource Allocation Process to include the review of appropriate data (service utilization, epidemiological data). Develops, reviews, and monitors eligibility, service definitions, as well as language on 'how best to meet the need.		
Quality Management Committee (QMC) - Ensures highest quality HIV medical care and support services for PLWHA by developing client and system-based outcomes and indicators. Provides oversight of standards of care, develops scopes of service for program evaluation studies, assesses client satisfaction, and provides QM staff/client training/education.		
Membership/Council Development Committee (MCDC) - Recruits and screens applications based on objective criteria for appointment to the Council in order to ensure demographic requirements of the Council are maintained according to the Ryan White Treatment and Modernization Act. Presents recommendations to the Council. Institutes orientation and training programs for new and incumbent members.		
Community Empowerment Committee (CEC) - Encourages the participation of individuals infected and affected with HIV/AIDS in the planning, priority-setting and resource-allocation processes. Function as a primary level of appeal for unresolved grievances relative to the Council's decisions regarding Ryan White Part A funding.		
System of Care (SOC) Committee - Evaluates the system of care and analyzes the impact of local, state, and federal policy and legislative issues impacting PLWHA in the Broward County EMA. Plans and addresses coordinated care across diverse groups by engaging community resources to eliminate disparities in access to services.		



FORT LAUDERDALE/BROWARD EMA
BROWARD HIV HEALTH SERVICES PLANNING COUNCIL
 AN ADVISORY BOARD OF THE BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS
 200 OAKWOOD LANE, SUITE 100, HOLLYWOOD, FL 33020
 (954) 561-9681 • FAX (954) 561-9685

Executive Committee
Thursday, June 20, 2024 - 10:00 AM
Meeting at Broward Regional Health Planning Council and via
Microsoft Teams

DRAFT MINUTES

Executive Members Present: B. Barnes (PSRA & Ad-Hoc Chair), F. D'Amore (QMC Vice-Chair), L. Robertson (HIVPC Chair), K. Hayes (SOC Vice-Chair), V. Biggs (HIVPC Vice-Chair), J. Castillo (SOC Vice-Chair), V. Foster (MCDC Vice-Chair), I. Wilson (CEC Vice-Chair)

Members Absent: S. Tinsley (CEC Chair), B. Fortune-Evans (QMC Chair), T. Moragne (MCDC Vice-Chair)

Ryan White Part A Recipient Staff Present: J. Roy, G. James

Planning Council Support Staff Present: D. Liao, G. Martinez, M. Lacroix

Guests Present: C. Richardson, D. Shamer, D. Watkins, G. Moxey

1. Call to Order, Welcome from the Chair & Public Record Requirements

The Executive Committee Chair called the meeting to order at 10:00 A.M. and welcomed all meeting attendees. The Chair notified attendees that the Executive Committee meeting is based on Florida's "Government-in-the-Sunshine Law and meeting reporting requirements, including the recording of minutes. In addition, he stated that the acknowledgment of HIV status is not required but is subject to public record if it is disclosed. Introductions were made by the Executive Committee Vice-Chair, Committee members, Recipient staff, PCS/CQM staff, and guests by roll call, and a moment of silence was observed.

2. Public Comment

The Public Comment portion of the meeting is intended to allow the public to express opinions about items on the meeting agenda or to discuss other matters about HIV/AIDS services in Broward County.

3. Meeting Approvals

The approval of the June 20, 2024, Executive Committee agenda was proposed by V. Biggs, seconded by V. Foster and passed unanimously. The approval for the minutes of the May 16, 2024, meeting was proposed by V. Biggs, seconded by V. Foster, and passed unanimously.

Motion #1: V. Biggs, on behalf of the Executive Committee, made a motion to approve June 20, 2024, Executive Committee agenda and seconded by V. Foster. The motion passed unanimously.

Motion #2: V. Biggs, on behalf of the Executive Committee, made a motion to approve the May 16, 2024, Executive Committee meeting minutes. The motion was seconded

by V. Foster and adopted unanimously.

4. Standard Committee Items

Review and Approve June 27, 2024, HIVPC Agenda, Meeting Materials and Motions

Motion #3: A motion was made by V. Biggs to approve the agenda and meeting materials. The motion was seconded by J. Castillo and adopted unanimously.

Review July 2024 HIVPC Calendar

The committee reviewed the July 2024 calendar. It was agreed that the location of the July PSRA meeting would be added to the calendar.

5. Unfinished Business:

None.

6. New Business

None.

7. Recipient's Report

None.

8. Data Request

None.

9. Public Comment

The Public Comment portion of the meeting is intended to allow the public to express opinions about items on the meeting agenda or to discuss other matters about HIV/AIDS services in Broward County. There was no public comment.

10. Agenda Items for Next Meeting

- The next Executive Committee meeting will be held on July 19, 2024, at 1:00 p.m.

LOCATION: Ujima Men's Collective and via Microsoft Teams Videoconference.

Review and Approve July 25, 2024, HIVPC Agenda, Meeting Materials, and Motions

Review the August 2024 HIVPC Calendar

11. Announcements

- None

12. There being no further business, the meeting was adjourned at 10:15 am.

Executive Committee for CY 2024

Count															
	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters	
	Meeting Date	18	C	21	18										
1	Barnes, B.	X	C	X	X	X									
2	Biggs, V., V. Chair	A	C	X	X	X									
3	Castillo, J	X	C	X	X	X									
4	D'Amore, F.	X	C	X	X	X									
5	Fortune-Evans, B.	X	C	X	X	X									
6	Foster, V.	X	C	X	X	A									
7	Hayes, K.	A	C	X	X	X									
8	Moragne, T.	A	C	X	X	X									
9	Robertson, L., Chair	X	C	X	X	X									
10	Tinsley, S.	X	C	X	X	X									
11	Wilson, I.	X	C	A	X	A									
	Quorum = 6	8		10	11	9									

Legend:

X - present	N - newly appointed
A - absent	Z - resigned
E - excused	C - canceled
NQA - no quorum absent	W - warning letter
NQX - no quorum present	Z - resigned
CX - canceled due to quorum	R - removal letter

Executive Committee Meeting Minutes – June 20, 2024 - Minutes prepared by

PCS Staff



(954) 561-9681 • FAX (954) 561-9685

9. OLD BUSINESS: None

10. NEW BUSINESS:

- a. Universal SDM by the Ryan White Part A Office ([Handout B](#))
- b. Reflectiveness: HIVPC Demographics- Review demographics and identify populations that are over or underrepresented. ([Handout C](#))
- c. FY2025-2026 Ranking Core and Support Services ([Handout D](#)) Proposed by PSRA
- d. FY2025-2026 How Best to Meet the Need Language ([Handout E](#)) Proposed by PSRA
- e. FY2024-2025 Reallocation/Sweeps ([Handout F](#)) Proposed by PSRA
- f. FY2025-2026 Allocation ([Handout G](#)) Proposed by PSRA

11. DISCUSSION ITEMS

- a. Discussion: Update on L. Lewis Application

12. COMMITTEE REPORTS

a) **Community Empowerment Committee (CEC)**

Chair: Shawn Jackson • Vice Chair: Irvin Wilson

July 2, 2024

- i. **Work Plan Item Update/Status Summary:** The committee discussed the possibility of updating HIVPC promotional material. The committee also discussed hosting two events in autumn and held a workshop on July 19, 2024 to plan both events.
- ii. **Data Requests:** None.
- iii. **Rationale for Recommendations:** None.
- iv. **Data Reports/ Data Review Updates:** None.
- v. **Other Business Items:** None.
- vi. **Agenda Items for Next Meeting:**
- vii. **Next Meeting date:** September 3, 2024, at 3:00 PM at BRHPC and via Microsoft Teams Videoconference

b) **System of Care Committee (SOC)**

Chair: Jose Castillo • Vice Chair: Kendra Hayes

No Meeting Scheduled.

- i. **Work Plan Item Update/Status Summary:** The committee did not meet in observance of the Fourth of July holiday.
- ii. **Data Requests:** None
- iii. **Rationale for Recommendations:** None
- iv. **Data Reports/ Data Review Updates:** None
- v. **Other Business Items:** None
- vi. **Agenda Items for Next Meeting:** To be determined.
- vii. **Next Meeting date:** September 5, 2024, at 9:30 AM at BRHPC and via Microsoft Teams Videoconference

c) **Membership/Council Development Committee (MCDC)**

Chair: Vincent Foster • Vice Chair: Dr. Timothy Moragne

July 11, 2024

- i. **Work Plan Item Update/Status Summary:** The committee reviewed the appointments of Karen Creary and Julio De La Nuez by the Board of Commission. The committee voted to accept the results of the Member of Quarter as calculated by PCS staff and named S. Tinsley as Member of the First Quarter 2024-2025. Members agreed to partner with CEC to host two events in the autumn. PCS staff informed the committee that they would be hosting a post-appointment training for new HIVPC members. PCS staff updated the committee on the status of L. Lewis' application to the Planning Council and the committee voted to approve his application.
- ii. **Data Requests:** None.
- iii. **Rationale for Recommendations:** None.
- iv. **Data Reports/ Data Review Updates:** None.
- v. **Other Business Items:** None.
- vi. **Agenda Items for Next Meeting:** Review the results of the Member of the Quarter Vote.
- vii. **Next Meeting date:** October 10, 2024, at 9:30 AM at BRHPC and via Microsoft Teams Videoconference

d) **Quality Management Committee (QMC)**

Chair: Bisiola Fortune-Evans • Vice Chair: Franchesca D'Amore

July 15, 2024

- i. **Work Plan Item Update/Status Summary:** The committee reviewed and approved the updated Universal SDM by the Part A Office. The committee reviewed its work plan activities for the first quarter of FY 2024-2025. CQM staff presented the committee with the Broward EMA Ryan White Part A Health Outcomes and the FY 2024-2025 Clinical Quality Management Work Plan.
- ii. **Data Requests:** V. Biggs: Request for data regarding disparities along the Care Continuum for LGBTQ+ and heterosexual subpopulations.
- iii. **Rationale for Recommendations:** None.
- iv. **Data Reports/ Data Review Updates:** None.
- v. **Other Business Items:** None.
- vi. **Agenda Items for Next Meeting:** To be determined.
- vii. **Next Meeting date:** July 15, 2024, at 12:30 PM at BRHPC and via Microsoft Teams Videoconference

e) **Executive Committee**

Chair: Lorenzo Robertson • Vice Chair: Von Biggs

July 19, 2024

Work Plan Item Update/Status Summary:

- i. **Work Plan Item Update/Status Summary:**
- ii. The Executive Committee reviewed and approved the agenda for the July 27 HIVPC meeting and the August 2024 calendar.
- iii. **Data Requests:** None
- iv. **Rationale for Recommendations:** None
- v. **Data Reports/ Data Review Updates:**
- vi. **Other Business Items:** None

- vii. **Agenda Items for Next Meeting:**
 - a. Review and approve September 26, 2024, HIVPC Agenda, Meeting Materials, and Motions
 - b. Review the August 2024 HIVPC Calendar
 - c. **Next Meeting date:** September 19, 2024, at 12:45 PM at **Broward Regional Health Planning Council** and via Microsoft Teams Videoconference
- f) **Priority Setting & Resource Allocation Committee (PSRA)**
 Chair: Brad Barnes • Vice Chair: Mark Schweizer
 July 18, 2024
 - i. **Work Plan Item Update/Status Summary:** The committee conducted FY2024-2025 Reallocation/Sweeps based on data presented the Ryan White agencies during the June workshops. The committee also reviewed and approved the PSRA FY2025-2026 Rankings Results, How Best to Meet the Need FY2025-2026, Broward EMA Funding Service Categories, and Allocation for FY2025-2026 Broward EMA Core, Support, and MAI services. The committee discussed the Integrated Planning Health Insurance (ACA) Committee and Minority AIDS Initiative Working Group.
 - ii. **Data Requests:** None.
 - iii. **Rationale for Recommendations:** None.
 - iv. **Data Reports/ Data Review Updates:** None.
 - v. **Other Business Items:** None.
 - vi. **Agenda Items for Next Meeting:** Reallocations/Sweeps, FY2025-2026 PSRA Workplan, PSRA Policy & Procedures, FY2025-2026 Service Category Eligibility, MAI update, ACA update, and Assessment of the Administrative Mechanism Review Questionnaires.
 - vii. **Next Meeting date:** November 21, 2024, at 9:30 AM at **Broward Regional Health Planning Council** and via Microsoft Teams Videoconference

13. RECIPIENT REPORTS

- a) Part A ([Handout H](#))
- b) Part B ([Handout I1 and I2](#))
- c) Part C ([Handout J](#))
- d) Part D ([Handout K](#))
- e) Part F ([Handout L](#))
- f) HOPWA ([Handout M](#))
- g) Prevention – Quarterly Update (April, **July**, October, January)

14. DATA REQUEST(S)

15. PUBLIC COMMENT

16. AGENDA ITEMS FOR THE NEXT MEETING

- a) Next Meeting Date: July 25, 2024, at 9:30 a.m. at BRHPC and via Microsoft Teams
- b) Agenda Items for next meeting: To Be Determined

17. ANNOUNCEMENTS

18. ADJOURNMENT

a) Member of the Quarter (March 1, 2024 – May 31, 2024)

For a detailed discussion on any of the above items, please refer to the minutes available at:

[*HIV Planning Council Website*](#)

Please complete your [meeting evaluation](#).

Three Guiding Principles of the Broward County HIV Health Services Planning Council

• Linkage to Care • Retention in Care • Viral Load Suppression •

Vision: To ensure the delivery of high-quality, comprehensive HIV/AIDS services to low-income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care.

Mission: We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high-quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: (1) Foster the substantive involvement of the HIV-affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care, (2) Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments, (3) Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment.



Broward County Board of County Commissioners

Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Torey Alston • Nan
H. Rich • Tim Ryan • Jared Moskowitz • Michael Udine • Robert McKinzie •
Hazelle P. Rogers

[Broward County Website](#)



August 2024



Broward HIV Health Services Planning Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
All events listed on this calendar are free and open to the public. Meeting dates and times are subject to change. Please contact support staff at hivpc@brhpc.org or (954) 561-9681 ext. 1244/1343. Visit http://www.brhpc.org for updates.						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14 Quality Meeting 9:00 PM-10:15PM	15	16	17
18	19	20 NATIONAL RYAN WHITE CONFERENCE ON HIV CARE & TREATMENT AUGUST 20-23, 2024	21 NATIONAL RYAN WHITE CONFERENCE ON HIV CARE & TREATMENT AUGUST 20-23, 2024	22 NATIONAL RYAN WHITE CONFERENCE ON HIV CARE & TREATMENT AUGUST 20-23, 2024	23	24
25	26	27	28	29	30	GET CARE BROWARD TREAT HIV/BEAT HIV RYAN WHITE PART A



August 2024

Broward HIV Health Services Planning Council Calendar

All events listed on this calendar are free and open to the public. Meeting dates and times are subject to change. Unless otherwise noted, meetings will be held via WebEx. Please contact support staff at hivpc@brhpc.org or (954) 561-9681 ext. 1292 or 1343. Visit <http://www.brhpc.org> for updates.

TODOS ESTAN BIENVENIDOS!	ALL ARE WELCOME!	BON VINI!
A menos que se anote de forma diferente en el calendario, todas las reuniones se realizarán en: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Para confirmar información acerca de la reunión de Consejo de Planeación HIV, o confirmar la reserva de servicios especiales tales como: Traducción Inglés a Español o a Criollo (Haitiano), servicios para discapacitados en visión o audición, por favor llame con 48 horas de antelación para que puedan hacerse los arreglos necesarios.	Unless otherwise noted on the calendar, all meetings are held at: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 To confirm HIV Planning Council meeting information, or reserve special needs services such as Translation from English to Spanish or Creole, or are hearing or visually impaired, please call 48 hours in advance so that arrangements can be made for you.	Sòf si yo ta ekri yon lòt bagay nan almanak-la, tout rankont-yo ap fèt: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Pou konfime enfòmasyon ou resewva sou rankont Konsèy Planifikasyon HIV-a, oswa pou rezève sèvis pou bezwen Espesyal tankou: Tradiksyon angle an panyòl oswa kreyòl; oswa, si ou gen pwoblèm wè oswa tande, rele 48 tè alavans pou yo ka fè aranjman pou ou.
HIVPC Committee Descriptions		
HIV Health Services Planning Council (HIVPC) - Monitors, evaluates, and continuously improves systematically the quality and appropriateness of HIV care and services provided to all patients receiving Part A and MAI-funded services.		
Executive Committee - Sets agenda for Council meetings, addresses conflict of interest issues, reviews attendance reports, oversees the planning activities established in the Comprehensive Plan, oversees committee work plans, reviews committee recommendations, ratifies recommendations for removal for cause, and addresses unresolved grievance issues.		
Priority Setting Resource Allocation (PSRA) Committee - Recommends priorities and allocation of Ryan White Part A funds. Facilitates the Priority Setting and Resource Allocation Process to include the review of appropriate data (service utilization, epidemiological data). Develops, reviews, and monitors eligibility, service definitions, as well as language on 'how best to meet the need.		
Quality Management Committee (QMC) - Ensures highest quality HIV medical care and support services for PLWHA by developing client and system-based outcomes and indicators. Provides oversight of standards of care, develops scopes of service for program evaluation studies, assesses client satisfaction, and provides QM staff/client training/education.		
Membership/Council Development Committee (MCDC) - Recruits and screens applications based on objective criteria for appointment to the Council in order to ensure demographic requirements of the Council are maintained according to the Ryan White Treatment and Modernization Act. Presents recommendations to the Council. Institutes orientation and training programs for new and incumbent members.		
Community Empowerment Committee (CEC) - Encourages the participation of individuals infected and affected with HIV/AIDS in the planning, priority-setting and resource-allocation processes. Function as a primary level of appeal for unresolved grievances relative to the Council's decisions regarding Ryan White Part A funding.		
System of Care (SOC) Committee - Evaluates the system of care and analyzes the impact of local, state, and federal policy and legislative issues impacting PLWHA in the Broward County EMA. Plans and addresses coordinated care across diverse groups by engaging community resources to eliminate disparities in access to services.		

HIVPC Membership Reflectiveness

HIV Planning Council & Committee Demographics Report

Member Reflectiveness

The Membership/Council Development Committee ensures that the HIVPC represents the HIV epidemic in Broward County. MCDC accomplishes this task by reviewing the Council and Committees' demographics and identifying over and underrepresented populations.

HIV in Broward County and HIVPC Reflectiveness

The following table shows 1) HIV in Broward by Race/Ethnicity and by Gender; and 2) the current demographics of the HIVPC in comparison to the HIV epidemic data.

Race	Population*	Percentage*	HIVPC Membership**	HIVPC Percentage
White, not Hispanic	6,565	30.53%	8	32.00%
Black, not Hispanic	9,764	45.40%	8	32.00%
Hispanic	4,655	21.65%	7	28.00%
Multi-Race (Other)	521	2.42%	2	8.00%
Total	20,492	100%	25	100%
Gender	Population	Percentage		
Male	16,277	75.69%	16	64%
Female***	5,228	24.31%	9	36%
Total	20,492	100%	25	100%

**Data Provided by the Florida Department of Health's HIV Surveillance Office as of June 30, 2022.*

***HIVPC membership as of June 2024*

****Female included two Transgender*

How This Information is Compared to the Epidemic

The Council is compared to the epidemic to determine where representation can be improved.

Key Points for Reflectiveness through June 30, 2024

- *The HIVPC comprises 25 members, including eight unaffiliated consumer members. This has increased the percentage of unaffiliated consumers from 23% to 32%, just one percent below the HRSA-mandated 33%.*
- *Compared to the HIV epidemic demographic, where 45.40% are Black and not Hispanic, the HIVPC is underrepresented at 32%.*

MCDC Membership Strategy HIVPC Member Budget

Key Terms

Epidemic – refers to the information in the table above. This is how HIV is distributed throughout Broward County.

Consumers – Council and Committee members who access Ryan White Part A services.

Unaffiliated Consumers – Council and Committee members who access Ryan White Part A services and have no relationship to an agency that provides these services. This means the consumer does not work for a provider agency or otherwise benefits financially from the agency's success.

Mandated Seats – HIVPC positions (seats) required by the Health Resources & Services Administration (HRSA).

Member Distribution	As of 3/31/2024	As of 6/31/2024	Goal
Job-Based Seats*	13	12	14
Consumer / Unaffiliated Seat	6	8	12
NECL Seat**	7	5	9
Total Membership	26	25	35
Unaffiliated Consumers (%)	23.08%	32%	33%
Alternates	0	0	3

*Job-based seats are those seats filled based on employment

**NECL is the Non-Elected Community Leader seat and here only represents those members who are not unaffiliated consumers and do not occupy the Job-Based Seats

Member Roster as of June 31, 2024

MANDATED SEATS FILLED

People Living with HIV and Community

- ✓ Members of Affected Communities
- ✓ Unaffiliated Consumers
- ✓ Non-Elected Community Leader (NECL)
- ✓ Representatives of/or formerly incarcerated PWH

Federal HIV Programs

- ✓ Part B
- ✓ Part C
- ✓ Part D
- ✓ Part F
- ✓ HOPWA

Public Health & Health Planning

- ✓ Hospital or Health Care Planning Agency
- ✓ Local Public Health Agency

Health & Social Services Providers

- ✓ Health Care Providers/FQHCs
- ✓ CBO/ASO – Community-based organization or AIDS Service Organization
- ✓ Mental Health

Broward County Ordinance 12.108.b

- ✓ Board of County Commissioners member

OPEN SEATS:

Job-Based

- State agencies (Medicaid agency)
- Substance Abuse Provider

Unaffiliated Consumers

- Affected Communities (4 additional Unaffiliated RWPA Consumers)
- Alternates (3)

MEMBERS APPOINTED BY BOARD OF COMMISSION

(See Letters of Appointment):

Karen Creary (6/18/2024)

Julio De La Nuez (6/18/2024)

Community Empowerment Committee (CEC) Work Plan FY2024-2025																	
The work plan is intended to help guide the work of the committee and to assist the Community Empowerment Committee in achieving its objectives in the coming year. For each activity, the time period of activity is highlighted in blue and the completion date is noted with an "X".																	
GOAL: Enhance participation in communities throughout the EMA through education/awareness and resource & information sharing by participating in at least 4 community events.										Target	Q1	Q2	Q3	Q4			
										4 Events							
Objective 1: Increase CEC member knowledge of the Committee's role in the HIVPC and amplify Consumer voice.																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
1.1 Engage consumers in townhalls/listening sessions at minimum, biannually.	CEC/Staff/Facilitator	Consumer Involvement	Host events to receive feedback from audiences made up of interested parties (general public, consumers, service providers, etc.) regarding HIV-related topics. Utilize that information to inform CEC's priority rankings and the HIVPC as a whole.		X												
1.2 Priority rank Part A and MAI Service Categories and send recommendations to PSRA annually.	CEC/Staff	Data driven PSRA process	Receive presentation on Part A utilization and historical trends. Data: Part A Scorecards; Historical epi data.			X											
1.3 Educate CEC members on HIVPC & Ryan White Part A.	Recipient/Staff	Increased knowledge of HIVPC & Ryan White Program among CEC members	Provide presentations or links to HRSA Ryan White Part A Webinars regarding topics of interest about the HIV Planning Council, Community Outreach, and Involvement.														
1.4 Host focus groups to receive feedback from populations of focus and/or selected audiences at minimum, biannually.	Staff/Facilitator	Utilize feedback in PSRA process and future CEC and MCDC event planning efforts	Determine populations to include in focus group and what kind of information would be of use, Populations are not limited to consumers; they may include other community members as applicable. Provide any relevant recommendations to PSRA that may inform the PSRA process. Provide any relevant recommendations to MCDC that may inform recruitment and retention strategies. Utilize any relevant recommendations that may inform the work of CEC.		X												
Objective 2: Promote education and awareness to affirm support for PWHA																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
2.1 Recommend creation or revision of promotional literature to MCDC as needed.	CEC	Collaboration with MCDC to inform the community about HIVPC	Determine information useful to the community in understanding the role of the HIVPC and revise language and visuals of marketing materials surrounding stigma. Provide this information to MCDC to update or create promotional literature.				X										
2.2 Distribute promotional literature - physically and electronically - to the community on an ongoing basis.	CEC/Staff	Increased consumer awareness of HIVPC	CEC will distribute promotional literature at community events, talkback sessions and listening sessions. PCS Staff Team will distribute HIVPC and HIV-related information to its community listserv.	X	X	X	X										
2.3 Analyze survey/discussion results from each community event, outreach, training, or community forum.	Staff/CEC	Measure event outcomes	Determine successes and failures of each event. Provide any relevant recommendations to PSRA that may inform the PSRA process. Data: survey results based on demographics, client self identified needs, and learning objectives.	X		X											
2.4 Partner with HIV stakeholders to engage in community events on an ongoing basis.	CEC	Develop consistent presence at community events	Coordinate with HIV stakeholders (those living with or otherwise affected by HIV) to hold Community Forums during significant HIV awareness days (e.g. National HIV Testing Day, Latino HIV Awareness Day, National Black HIV/AIDS Awareness Day) (Examples of Stakeholder Organizations: BCHPPC, Latinos En Accion, SFAN).		X	X											
Objective 3: Support communities in efforts to address misconceptions and reduce HIV-related stigma and other stigmas that negatively affect HIV outcomes.Strategy 3.1.4 (2022-2026 Integrated Plan)																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
3.1 Develop and implement education and awareness strategies that incorporate results from feedback mechanisms to increase HIV literacy	CEC	Increased awareness and utilization of services for PHW and Reduce HIV-related health disparities and health inequities	Partner with community organizations to institute a countywide summit for stakeholder collaborations to address various HIV-related issues including misconceptions and HIV-related Stigma.														
Objective 4: Create and promote public leadership opportunities for PWH. Strategy 3.3.1 (Integrated Plan 2022-2026)																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
4.1 Build the capacity of PWH to be meaningfully involved in the planning, delivering, and improvement of RWHAP services.	CEC	Increased PWH on advisory boards, consumer boards, and employed as Peers	Incorporate programs from the organizations, CHAT Target HIV; Meaningful Involvement of People with HIV/AIDS (MIPA) in Broward; the National Minority AIDS Council's (NMAC) ELEVATE or ESCALATE Programs, or other community partners to address HIV stigma reduction, workforce recruitment, development, and advancement needs for PWH in populations 50+, Young Black Men, T/GNC, and Latinx.			X											

Abbreviations: BCHPPC (Broward County HIV Prevention Planning Council); SFAN (South Florida AIDS Network); PCS (Planning Council Support Staff); T/GNC Transgender and gender nonconforming

Quality Management Committee (QMC) Work Plan FY2024-2025															
The work plan is intended to help guide the work of the committee and to assist the Quality Management Committee in achieving its objectives in the coming year. For each activity, the time period of activity is highlighted in blue and the completion date is noted with an “X”.															
GOAL: By February 2024, systematically monitor, evaluate, and continuously recommend improvements to the quality of HIV care and services provided to all clients receiving Ryan White Part A and Minority AIDS Initiative (MAI) funded services in Broward County.						Baseline	Target	Q1		Q2		Q3		Q4	
Objective 1:Use client-level demographic, clinical, and utilization data to assess quality of care, identify health disparities, gaps in care, and integration of services.															
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
1.1 Review and analyze findings from the annual needs assessment including focus groups, client and provider surveys, and network member evaluations and recommendations.	CQM Staff, QMC, Quality Network	Increase understanding of needs assesment process	Develop Committee knowledge of Needs Assessment purpose and process.												
1.2 Identify and analyze health disparities and gaps among stages of the HIV Care Continuum and make recommendations to HIVPC and PSRA Committee.	CQM Staff, QMC, Quality Network	Increase access to care and improve health outcomes	Identify underserved populations and review client-level data (Care Continuum and Broward Outcomes and Indicators) to identify gaps in care and health disparities					X							
Objective 2: Implement quality improvement activities that enhance systemwide service delivery and improve client treatment, care, health outcomes, and satisfaction.															
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
2.1 Receive presentation(s) on targeted strategies and interventions for vulnerable populations who may not seek care or who may have fallen out of care.	QMC,SOC, PCS, and CQM Team	Increase access to care and improve health outcomes	Identify ways to engage/ reengage PWH who are not in care or are not virally suppressed and provide recommendations to the QMC and the Ryan White Part A Office. (Integrated Plan 2022-2026, Strategy 2.1.3)												
2.2 Review Service Delivery Models as part of the system-wide Quality Improvement Project (QIP) and ensure standards of care are consistent with current HIV clinical practice standards and PHS guidelines.	CQM Staff, QMC, Networks	Increase access to care and improve health outcomes	Perform annual review and make modifications when indicated on the following SDMs: a. Universal Standards b. Legal Services c. Health Insurance Premium & Cost Shairng Assistance - HICP d. Disease Case Management - DCM e. Integrated Primary Care & Behavioral Health -PCBH f. Non-Medical Case Management g. Food Bank h. Substance Abuse (Outpatient) i. Mental Health Services j. Centralized Intake Eligibility Determination - CIED k. Emergency Financial Assistance - EFA l. AIDS Pharmaceutical Assistance (Local Pharmacy)	X	X	X		X							

2.3 Receive presentations on Quality Improvement Projects (QIPs) taking place among RW Part A service providers.	QMC and SOC	Increase knowledge of Ryan White Part A's system of care	Receive presentations regarding QIPs and if required, make recommendations to improve health outcomes for RWPA clients.	X											
2.4 Develop annual QMC goals and identify objectives, strategies/action steps to achieve goals.	QMC	Completed annual QMC Workplan	Recommend improvement to QMC activities.												
Objective 3: Routinely evaluate the CQM Program and identify areas for improvement.															
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
3.1 Review progress made on completing the CQM Annual Work Plan and achieving annual CQM Program goals.	QMC and CQM team	Identify goals and objectives for upcoming year	Review CQM Workplan every quarter and provide recommendations to achieve Workplan goals	X				X							
LEGEND: "X" =Action Completed; Blue = Planned															

HANDOUT

[illegible]

[illegible]

Executive Committee Work Plan FY2024-2025															
The work plan is intended to help guide the work of the committee and to assist the Executive Committee in achieving its objectives in the coming year. For each activity, the time period of activity is highlighted in blue and the completion date is noted with an “X”.															
GOAL: Conduct the business of the Council, approve general body meeting agenda, conduct committee oversight, update policies, procedures, and assess recruitment, and retention.															
Objective 1: Oversee Planning Council Operations.															
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
1.1 Conduct annual evaluation of HIVPC Self-Assessment Survey annually.	Executive	Improved Process	Review Committee activities, challenges, and completion of work plan achievements.												
1.2 Review the need for reinstating the ad-Hoc By-Laws Committee annually.	Executive/By-Laws	Improved By-Laws	Reinstate the ad-Hoc By-Laws Committee based on pending parking lot items. Identify and appoint ad-Hoc By-Laws Chair.												
1.3 Review and approve work plans for upcoming FY annually.	Executive	Identify goals and objectives for upcoming year	Review Committee activities, challenges, and achievement of goals to plan and prepare for upcoming work plan activities for FY starting March 1.												
1.4 Monitor committee activities to ensure goals and objectives of work plans are met quarterly.	Executive	HIVPC and Committee goals are met	Conduct quarterly review of Committee work plan status to be presented by committee chair. Determine Committee progress and make recommendations to Chairs to address unmet goals.	X	X	X	X	X							
1.5 Monitor HIVPC membership and discuss strategies to improve reflectiveness quarterly.	MCDC Chair/Vice Chair	HIVPC and Committee goals are met	Conduct quarterly review of HIVPC and Committee reflectiveness. Determine any needed interventions to address Council and Committee membership needs.		X			X							
1.6 Review and update the recruitment plan annually.	Executive/MCDC	HIVPC and Committee goals are met	Annually, the Executive members will review existing and update the HIVPC recruitment tool to be utilized by the Fort Lauderdale jurisdiction.												
Objective 2: Establish and oversee planning activities and committee work plans to address integrated planning goals and objectives.															
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
2.1 Maintain collaborative relationships with community partners through the Integrated Workgroup to monitor the 2022-2026 Prevention and Care Integrated Plan quarterly.	Executive/Integrated Workgroup	EMA Goals are addressed	Receive updates from the IPWG membership regarding the progress of implementing the Integrated Plan. Hold meetings with the Executive Committee of the SFAN, EHE, and BCHPPC as needed.		X			X							
2.2 Monitor Ending the HIV Epidemic Plan progress quarterly.	Part A Recipient/Part B Representative	EMA Goals are addressed	Receive updates from the responsible parties regarding the progress of implementing the Ending the HIV Epidemic Plan.												
Objective 3: Implement capacity/leadership development for Planning Council members and applicants.															
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
3.1 Plan annual Planning Council Retreat or Development training.	Executive	HIVPC training/leadership	Schedule a retreat/training for all HIVPC members. Educate members on new/emerging Planning Council/RW Part A issues, HIVPC policies and procedures, leadership development, Integrated Comprehensive Plan.												
3.2 Conduct Leadership Training per Training Plan.	Executive	HIVPC Leadership	Conduct training for HIVPC Committee Chairs with topics addressing leadership, teambuilding, etc.												

Blue Box represents the planned activity.

Member of the Quarter Vote Results -- First Quarter FY2024-2025

First Round			Second Round			Third Round		
Barnes, Brad	2	14.29%		3	21.43%		3	23.08%
Biggs, Von	2	14.29%		2	14.29%	Tinsley, Shawn		
Castillio, Jose	1	7.14%	Barnes, Brad					
Karen, Creary	1	7.14%	Tinsley, Shawn					
D'Amore, Franchesha	1	7.14%	Robertson, Lorenzo					
Fortune-Evan, Bisiola	1	7.14%	Tinsley, Shawn					
Robertson, Lorenza	2	14.29%		3	21.43%		3	23.08%
Tinsley, Shawn	4	28.57%		6	42.86%		7	53.85%
	14			14			13	



HIV HEALTH SERVICES PLANNING COUNCIL MEETING GROUND RULES

1. The Council, its members, and the public recognize and respect the committee process adopted by this Council. The Council, its members, and the public recognize that full discussion and analysis of issues occurs at the committee level rather than at Council meetings.
2. Before a member can make a motion or speak in debate, the member must be recognized by the Chair as having the exclusive right to be heard at that time.
3. All speakers are expected to address the Council in a respectful manner to respect time limits, to speak briefly and to the point, and to stay on agenda. All other persons in attendance should not interrupt the speaker who is recognized by the Chair as having the floor.
4. If the member who made the motion claims the floor and has not already spoken on the question, that member is entitled to be recognized in preference to other members.
5. No person is entitled to the floor a second time in debate on the same item as long as any other person who desires the floor has not spoken on the item.
6. Speakers should restrict comments and debate to the pending question or motion. Speakers must address their remarks to the Chair and maintain a courteous tone. The Chair may impose time limits on debate or discussion to ensure efficient conduct of Council business.
7. Members should not name service providers and/or persons during any discussion unless the service provider or person is identified in the subject of the motion or agenda item. Specific concerns regarding service providers should be directed towards the Grantee, outside of the meeting.
8. Members of the public may only address the Council upon recognition by the Chair. They are subject to the same rules of conduct expected of Council members.
9. No alcohol or drug use (unless prescribed by a licensed physician), is permitted at Council meetings, grantee or support staff offices.
10. No abusive language, threats of violence, or possession of weapons are permitted in Council meetings, grantee or staff offices.
11. Repeated violation of these meeting rules may result in no further recognition of the offending member or attendee by the Chair at that meeting. Any serious breach of conduct which disrupts the Council's meeting may subject the offender to removal from the meeting, administrative or legal process.



CONSEJO DE PLANEACIÓN DE SERVICIOS DE SALUD VIH REGLAS BÁSICAS DE LA REUNIÓN

1. Los miembros deberán aceptar y respetar el proceso de comité adoptado por este Consejo. Las discusiones y el análisis en pleno de los temas tendrán lugar a nivel de comité y no en las reuniones plenarias del Consejo.
2. Antes de que un miembro pueda iniciar una moción o de que una persona pueda hablar en un debate, el Presidente de la reunión deberá reconocer que él o ella tienen el derecho exclusivo de hablar en ese momento dado.
3. Se espera que todos los ponentes se dirijan al Consejo de una manera respetuosa, que no se interrumpa al ponente con derecho al habla en el momento, que cuando se hable se haga de forma clara y concisa, y que se mantenga la agenda.
4. Si el miembro que inicia una moción no ha hablado todavía y reclama su derecho a hablar sobre un asunto, él/ella tendrán el derecho a que con preferencia se les reconozca.
5. Nadie tendrá derecho a reclamar el habla por una segunda vez, en un debate sobre el mismo tema, cuando otra persona que no ha hablado todavía, desea hacerlo.
6. Los debates deben ceñirse a los asuntos o mociones que estén pendientes. Al hablar, los ponentes deben referirse al Presidente, y mantener un tono cortés.
7. Los miembros del público solo podrán dirigirse al Consejo cuando hayan sido reconocidos por el Presidente de la reunión. Estarán sujetos a las mismas reglas de conducta que se esperan de los miembros del Consejo. Se establecerán límites de tiempo según sea necesario para garantizar que los asuntos del Consejo cursen de manera eficiente.
8. Miembros del público sólo podrán dirigir el Consejo a partir del reconocimiento por el Presidente. Están sujetos a las mismas reglas de conducta que se espera de los miembros del Consejo.
9. No estará permitido el uso de bebidas alcohólicas o de drogas en las reuniones del Consejo y tampoco en las oficinas del personal de soporte y donatarios.
10. No está permitido el uso de lenguaje abusivo, amenazas de violencia y posesión de armas en las reuniones del Consejo ni en las oficinas del personal de soporte y donatarios.
11. La repetida violación de estas reglas básicas dará como resultado que el Presidente de la reunión deje de reconocer al derecho a participación del ofensor o miembro de la audiencia. Cualquier violación de conducta grave, que perturbe la reunión de Consejo, terminará en la remoción del ofensor, de la reunión.



KONSÈY PLANIFIKASYON SÈVIS SANTE POU HIV RÈGLEMAN RANKONT-YO

1. Manm-yo dwe rekonèt epi respekte pwosesis komite-a ke Konsèy-la adopte. Diskisyon ak analiz total pwoblèm-yo fèt nan nivo komite-a; li pa fèt pandan rankont tout Konsèy-la.
2. Anvan yon manm ka fè yon pwopozisyon oswa nenpòt ki moun gen dwa pale pandan yon deba, fòk Prezidan Komite-a bali dwa eskizif pou fè moun tandè-li nan moman sa-a.
3. Yo atann-yo aske tout moun k'ap pale ak Konsèy-la fè-li avèk respè, pou pèsonn pa koupe moun ke Konsèy-la bay dwa pale lapawòl, pou moun k'ap pale-a respekte kantite tan yo ba-li pou pale-a, pou li di sa l'ap di-a rapidman epi avèk presizyon, epi pou li respekte ajanda-a.
4. Si manm ki fè pwopozisyon-an mande pou li pale epi si li poko pale sou keksyon-an deja, li gen priyorite sou lòt manm-yo.
5. Pèsonn moun pa gen dwa pran lapawòl de fwa sou yon menm sijè si gen lòt moun ki poko pale epi ki vle esprime tèt-yo.
6. Deba-a dwe rete sou keksyon oswa pwopozisyon k'ap fèt-la. Moun k'ap pale-a dwe adrese sa l'ap di-a bay Prezidan Komite-a epi pale sou yon ton ki make ak respè.
7. Manm piblik-la dwe pale ak Konsèy-la sèlman si Prezidan Konsèy-la bay-yo lapawòl. Yo dwe respekte menm règleman kondwit avèk manm Konsèy-yo. Lè sa nesesè pou zafè Konsèy-la byen mache, yo gen dwa bay-yo yon limit tan pou yo pale.
8. Manm nan piblik la sèlman pou adrese a konsèy sou rekonèsans sou chèz la. Yo ka tonbe anba menm lòd de kondwit ki te espere nan manm konsèy yo.
9. Itilizasyon alkòl ak dwòg (sòf si se yon doktè lisansye ki preskri-li), entèdi nan rankont Konsèy-la oswa nan biwo estaf sipò-a oswa Resevè-a.
10. Vye langaj, menas vyolans, oswa posèsyon zam entèdi nan rankont Konsèy-la oswa nan biwo estaf-la oswa Resevè-a.
11. Vyolasyon repete règleman rankont-yo ap lakòz yon manm oswa lòt moun k'ap asiste rankont-lan pa kapab patisipe ankò. Nenpòt ki move kondwit serye ki twouble rankont-la ap lakòz yo mete moun-nan deyò.

Acronym List

ACA: The Patient Protection and Affordable Care Act 2010

ADAP: AIDS Drugs Assistance Program

AETC: AIDS Education and Training Center

AHF: AIDS Health Care Foundation

AIDS: Acquired Immuno-Deficiency Syndrome

ART: Antiretroviral Therapy

ARV: Antiretrovirals

BARC: Broward Addiction Recovery Center

BCFHC: Broward Community and Family Health Centers

BH: Behavioral Health

BISS: Benefit Insurance Support Service

BMSM: Black Men Who Have Sex with Men

BRHPC: Broward Regional Health Planning Council, Inc.

CBO: Community-Based Organization

CDC: Centers for Disease Control and Prevention

CDTC: Children's Diagnostic and Treatment Center

CEC: Community Empowerment Committee

CIED: Client Intake and Eligibility Determination

CLD: Client Level Data

CM: Case Management

CQI: Continuous Quality Improvement

CQM: Clinical Quality Management

CTS: Counseling and Testing Site

DCM: Disease Case Management

DOH-Broward: Florida Department of Health in Broward County

eHARS: Electronic HIV/AIDS Reporting System

EIIHA: Early Intervention of Individuals Living with HIV/AIDS

EFA: Emergency Financial Assistance

EMA: Eligible Metropolitan Area

FDOH: Florida Department of Health

FPL: Federal Poverty Level
FQHC: Federally Qualified Health Center
HAB: HIV/AIDS Bureau
HHS: U.S. Department of Health and Human Services
HICP: Health Insurance Continuation Program
HIV: Human Immunodeficiency Virus
HIVPC: Broward County HIV Planning Council
HMSM: Hispanic Men who have Sex with Men
HOPWA: Housing Opportunities for People with AIDS
HRSA: Health Resources and Service Administration
HUD: U.S Department of Housing and Urban Development
IW: Integrated Workgroup
IDU: Intravenous Drug User
JLP: Jail Linkage Program
LPAP: Local AIDS Pharmaceutical Assistance Program
MAI: Minority AIDS Initiative
MCDC: Membership/Council Development Committee
MCM: Medical Case Management
MH: Mental Health
MNT: Medical Nutrition Therapy
MOU: Memorandum of Understanding
MSM: Men Who Have Sex with Men
NBHD: North Broward Hospital District (Broward Health)
NGA: Notice of Grant Award
NHAS: National HIV/AIDS Strategy
NOFO: Notice of Funding Opportunity
nPEP: Non-Occupational Post Exposure Prophylaxis
NSU: Nova Southeastern University
OAHS: Outpatient Ambulatory Health Services
OHC: Oral Health Care
PE: Provide Enterprise

PLWH: People Living with HIV
PLWHA: People Living with HIV/AIDS
PrEP: Pre-Exposure Prophylaxis
PRISM: Patient Reporting Investigating Surveillance System
PROACT: *Participate, Retain, Observe, Adhere, Communicate and Teamwork is DOH-Broward's treatment adherence program.*
PSRA: Priority Setting & Resource Allocations
QI: Quality Improvement
QIP: Quality Improvement Project
QM: Quality Management
QMC: Quality Management Committee
RSR: Ryan White Services Report
RWHAP: Ryan White HIV/AIDS Program
RWPA: Ryan White Part A
SA: Substance Abuse
SBHD: South Broward Hospital District (Memorial Healthcare System)
SCHIP: State Children's Health Insurance Program
SDM: Service Delivery Model
SOC: System of Care
SPNS: Special Projects of National Significance
STD/STI: Sexually Transmitted Diseases or Infection
TA: Technical Assistance
TB: Tuberculosis
TGA: Transitional Grant Area
VA: United States Department of Veteran Affairs
VL: Viral Load
VLS: Viral Load Suppression
WMSM: White Men who have Sex with Men
WICY: Women, Infants, Children, and Youth

Frequently Used Terms

Recipient: Government department designated to administer Ryan White Part A funds and monitor contracts.

Planning Council Support (PCS) Staff/‘Staff’: Provides professional staff support, meeting coordination, and information to the HIVPC, its standing and ad-Hoc Committees, Chair, and Recipient.

Clinical Quality Management (CQM) Support Staff: Provides professional support, meeting coordination, and technical assistance to assist the Recipient through analysis of performance measures and other data with the implementation of activities designed to improve patient care, health outcomes, and patient satisfaction throughout the system of care.

Provider/Sub-Recipient: Agencies contracted to provide HIV Core and Support services to consumers.

Consumer/Client/Patient: A person who is an eligible recipient of services under the Ryan White Act.