PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

Motion and Title: Staff recommends motion to adopt: Resolution of the Board of County Commissioners of Palm Beach County, Florida, designating the Palm Beach County HIV Comprehensive AIDS Resources Emergency Council, hereafter referred to as "CARE Council", as the HIV services planning council required under Part A of the Ryan White Act: repealing Resolution No. R97-1067; and updating grant title to Ryan White Part A and Part B.

EXECUTIVE BRIEF

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Summary: The proposed Resolution changes the membership requirements of the HIV/AIDS Comprehensive AIDS Resources Emergency Council (CARE Council) to stipulate that the board be comprised of no more than 33 members. In addition, the Resolution will update the title of the grant which has changed to Ryan White Part A and Part B. (Ryan White) (Countywide) (TKF)

Background and Justification: On September 21, 1993, (R93-1182) as amended by R97-1067, the Board of County Commissioners established the CARE Council to plan for HIV/AIDS Services in Palm Beach County. The need has been identified to reduce the membership of the board. In addition, since the board's establishment the grant title has changed from being recognized as Ryan White Title I and Title II to Ryan White Part A and Part B. The proposed resolution will update the grant title and membership requirements.

Attachments:

1. Proposed Resolution

II. FISCAL IMPACT ANALYSIS

A.	Five Year Summa	ry of Fiscal I	mpact:			
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В.	Recommended S * There is no fiscal in		nds/Summ	ary of Fiscal	Impact:	
C.	Departmental Fis	cal Review:	Taiune	a Nalhola	122	
		III. RE\	/IEW COMI	<u>MENTS</u>		
A.	OFMB Fiscal and	or Contract	Administra	tion Comme	ents:	
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B.	Legal Sufficiency Assistant County	The state of the s) <u>10</u> 6/11			
C.	Other Departmen	t Review:				
	Department Dir	ector	 .			

This summary is not to be used as a basis for payment.

RESOLUTION NO.

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, DESIGNATING THE PALM BEACH COUNTY HIV COMPREHENSIVE AIDS RESOURCES EMERGENCY COUNCIL, HEREAFTER REFERRED TO AS "CARE COUNCIL", AS THE HIV SERVICES PLANNING COUNCIL REQUIRED UNDER PART A OF THE RYAN WHITE ACT: REPEALING RESOLUTION NO. R97-1067; AND UPDATING GRANT TITLE TO RYAN WHITE PART A AND PART B.

WHEREAS, Palm Beach County has been identified as a locality which is disproportionately affected by the HIV epidemic and which as a substantial need for service; and

WHEREAS, the local demand for services far exceeds the capacity of local resources to meet that demand; and

WHEREAS, Congress has enacted the Ryan White Comprehensive AIDS Resources Emergency Act of 1990, P.L. 101-381, as amended, for the purpose of providing emergency financial support services to persons affected by the AIDS epidemic; and

WHEREAS, the Ryan White Act requires a grantee to establish or designate a HIV Services planning Council; and

WHEREAS, the current HIV Services Planning Association has worked with the grantees for Ryan White Part B and Housing Opportunities for Persons With AIDS (HOPWA) funds to establish a coordinated planning and advisory body to enhance the delivery of services to HIV-infected persons in Palm Beach County, and has created the CARE Council; and

WHEREAS, the Palm Beach County Board of County Commissioners wishes to designate the CARE Council as the HIV Services Planning Council.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

- I. <u>Designation of the CARE Council.</u> The Board of County Commissioners hereby concurs with the establishment of a Board to be known as the Palm Beach County HIV Comprehensive AIDS Resources Emergency Council (CARE Council), and designates the CARE Council to serve as the Ryan White Part A HIV Services Planning Council as mandated under Part A of the Ryan White Act.
- II. Membership. The initial membership of the CARE Council shall consist of all members in good standing of the Palm Beach HIV Services Planning Council as constituted pursuant to Resolution R97-1067, on the day this resolution is enacted. Subsequently, the total membership shall be reduced to no more than 33 members through a process of attrition. As vacancies occur on the CARE Council, replacements shall be selected in accordance with the required "Nominations Process" which shall be adopted by the CARE Council. The nomination process must be in compliance with Article II of the CARE Council By-Laws and the requirements of Part A of the Ryan White Act, as amended.
- III. Meeting of the CARE Council: The Council may adopt such rules of procedure as it deems necessary. All meeting of the Council shall be open to the public and shall be subject to the requirement of Section 286.11, Florida Statutes. Palm Beach County will be provided copies of all agendas in advance of meetings and copies of all minutes of meetings.

IV. <u>Duties and Responsibilities</u>. The CARE Council shall:

- a) Develop a comprehensive plan for the organization and delivery of health services described in the Ryan White Act, as amended, that is compatible with any existing state or local plan regarding the provision of health services to individuals with HIV disease;
- b) Establish priorities and allocations of funds within the eligible area, including how to best to meet each such priority and additional factors that the grantee should consider, based on:
 - 1. Documented need of the HIV-infected population;
 - Cost and outcome effectiveness of proposed service strategies and interventions, to the extent that such data are reasonably available (either demonstrated or probable);
 - 3. Priorities of the HIV-infected communities for whom the services are intended and;
 - 4. Availability of other governmental and non-governmental resources;
- c) Assess the efficiency of the administrative mechanism in rapidly allocating funds to the areas of greatest need within the eligible area and assess the effectiveness, either directly or through contractual arrangements, of the services offered in meeting the identified needs.
- d) Establish a grievance procedure to address grievances filed against the council.
- e) Participate in the development of a Statewide Coordinate Statement of Need initiated by the state public health agency responsible for administering grants under Part B of the Ryan White Act.
- f) Establish methods for obtaining input on community needs and priorities, which may include public meetings, conducting focus groups, and convening ad-hoc panels.
- g) Coordinate and monitor service provision and planning outcomes with a designated Lead Agency for the administration of Ryan White Part B funds.
- h) Provide a written report to the Board of County Commissioners by January 15th of each year on the membership, attendance records and activities and accomplishments of the CARE Council.
- V. Grantee. Palm Beach County is the grantee for Part A Ryan White Act funds. The Board of County Commissions of Palm Beach County shall serve as the chief elected official for the purpose of applying for, receiving and distributing federal Part A Ryan White Act funds. The Department of Community Services shall provide administrative support, prepare grant applications and agreements and monitor funds necessary to comply with Part A requirements. Distribution of grant funds to Palm Beach County Providers shall be through agreements between the County and each provider. The application for and use of grant funds shall be in accordance with Ryan White Act.
- VI. <u>Repeal of Resolution R97-1067</u>. Resolution R97-1067 which created the HIV Services Planning Council is hereby repealed in its entirety.

The Chairman thereupon declared the resolu, 2011.	ution duly passed and adopted thisday of
APPROVED AS TO FORM AND LEGAL SUFFICIENCY	PALM BEACH COUNTY, FLORIDA BY ITS BOARD OF COUNTY COMMISSIONERS
	Sharon R. Bock, Clerk/Comptroller
By: Assistant County Attorney	By:

Effective date. This resolution shall become effective upon adoption.

VII.

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Agenda Item #:

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

R-97-1067

Meeting Date:

8/19/97

[] Consent

[X] Regular

Public Hearing

Department

Submitted By: Submitted For: Community Services

For: Palm Beach County HIV Planning Services Council

L EXECUTIVE BRIEF

- A. Motion and Title: Staff recommends motion to adopt: A resolution of the Board of County Commissioners of Palm Beach County, Florida, designating the Palm Beach County HIV Comprehensive AIDS Resources Emergency Council, hereinafter referred to as the "CARE Council", as the HIV Services Planning Council Required Under Title I of the Ryan White Care Act; Repealing Resolution No. 93-1182; and Providing for an effective date.
- B. Summary: The Palm Beach County HIV Services Planning Council, Title I, and the Palm Beach County AIDS Consortium, Title II, voted separately to recommend the establishment of one Council to effectively and efficiently carry out the mandates of Ryan White CARE Act Title I and Title II. The initial membership of the CARE Council shall consist of all members in good standing of the Palm Beach HIV Services Planning Council and the Palm Beach County AIDS Consortium, the Board formerly constituted to administer Title II funds, on the day this resolution is enacted. As vacancies occur on the CARE Council, replacements shall be selected in accordance with the required "Nomination Process" which shall be adopted by the CARE Council. The nomination process must be in compliance with Article II of the CARE Council By-Laws and the requirements of Title I of the Ryan White Care Act, as amended. The CARE Council shall provide a written report to the Board of County Commissioners by January 15th of each year on the membership, attendance records and activities and accomplishments of the CARE Council. (Ryan White) Countywide) (TKF)
- C. Background and Justification: Per the Ryan White Comprehensive Aids Resources Emergency Act of 1990 (P.L.101-381), Palm Beach County was designated an eligible metropolitan area disproportionally affected by the HIV epidemic and having a demand for services exceeding the capacity of local resources to meet that demand. The federal government, through the Department of Health and Human Services has made funds available to Palm Beach County to meet such demand. In order to access these funds, it is legally mandated that Palm Beach County designate a HIV Services Planning Council, which was done in 1993. The HIV Services Planning Council has worked with the grantees for the Title II and HOPWA funding to establish a coordinated planning and advisory system for all HIV funding in Palm Beach County. The CARE Council was established to fulfill this purpose. It is recommended by the currently appointed HIV Services Planning Council that the CARE Council be designated to fulfill the function of the HIV Services Planning Council as required under Title I of the Ryan White Care Act.

1. Ne	hments: w Resolution scinded Resolution No. R93-1182	R97	1067
Recommend	ed by: Slavous Ne Mu Department Director	A C	8-6-97 Date
Approved by	Assistant County Administrator		8/7/97 Date

II. FISCAL IMPACT ANALYSIS

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RESOLUTION NO. R97- 1067

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, DESIGNATING THE PALM BEACH COUNTY HIV COMPREHENSIVE AIDS RESOURCES EMERGENCY COUNCIL, HEREAFTER REFERRED TO AS "CARE COUNCIL", AS THE HIV SERVICES PLANNING COUNCIL REQUIRED UNDER TITLE I OF THE RYAN WHITE CARE ACT; REPEALING RESOLUTION NO. 93-1182; AND PROVIDING FOR EFFECTIVE DATE.

WHEREAS, Palm Beach County has been identified as a locality which is disproportionately affected by the HIV epidemic, and which has a substantial need for service; and

WHEREAS, the local demand for services far exceeds the capacity of local resources to meet that demand; and

WHEREAS, Congress has enacted the Ryan White Comprehensive AIDS Resources

Emergency Act of 1990, P.L. 101-381, as amended, for the purpose of providing emergency financial support services to persons affected by the AIDS epidemic; and

WHEREAS, the Ryan White Care Act requires a grantee to establish or designate a

HIV Services Planning Council, and

WHEREAS, the current HIV Services Planning Association has worked with the grantees for Ryan White Title II and HOPWA funds to establish a coordinated planning and advisory body to enhance the delivery of services to HIV-infected persons in Palm Beach County, and has created the CARE Council; and

WHEREAS, the Palm Beach County Board of County Commissioners wishes to designate the CARE Council as the HIV Services Planning Council.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

I. <u>Designation of the Care Council</u>. The Board of County Commissioners hereby concurs with the establishment of a Board to be known as the Palm Beach County HIV Comprehensive AIDS Resources Emergency Council (CARE Council), and designates the CARE Council to serve as the Ryan White Title I HIV Services Planning Council as mandated under Title I of the Ryan White Care Act.

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II. Membership. The initial membership of the CARE Council shall consist of all members in good standing of the Palm Beach HIV Services Planning Council and the Palm Beach County AIDS Consortium, the Board formerly constituted to administer Title II funds, on the day unresolution is enacted. Subsequently, the total membership shall be reduced to no more than (45) but not less than (21) members through a process of attrition. As vacancies occur on the CARE Council, replacements shall be selected in accordance with the required "Nomination Process" which shall be adopted by the CARE Council. The nomination process must be in compliance with Article II of the CARE Council By-Laws and the requirements of Title I of the Ryan White Care Act, as amended.

III. Meetings of the Care Council. The Council may adopt such rules of procedure as it deems necessary. All meetings of the Council shall be open to the public and shall be subject to the requirements of Section 286.011, Florida Statutes. Palm Beach County will be provided copies of all agendas in advance of meetings and copies of all minutes of meetings.

- IV. Duties and responsibilities. The CARE Council shall:
- (a) Develop a comprehensive plan for the organization and delivery of health services described in the Ryan White CARE Act, as amended, that is compatible with any existing state or local plan regarding the provision of health services to individuals with HIV disease;
- (b) Establish priorities for the allocation of funds within the eligible area, including how best to meet each such priority and additional factors that the grantee should consider, based on:
 - 1. documented needs of the HIV-infected population;
 - cost and outcome effectiveness of proposed service strategies and interventions, to the extent that such data are reasonably available (either demonstrated or probable);
 - priorities of the HIV-infected communities for whom the services
 are intended and:
 - 4. availability of other governmental and non-governmental resources;
- (c) Assess the efficiency of the administrative mechanism in rapidly allocating funds to the areas of greatest need within the eligible area and assess

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the effectiveness, either directly or through contractual arrangements, of the services offered in meeting the identified needs.

- (d) Establish a grievance procedure to address grievances filed against the council.
- (e) participate in the development of a Statewide Coordinated Statement of
 Need initiated by the state public health agency responsible for administering
 grants under Title II of the CARE Act.
- (f) establish methods for obtaining input on community needs and priorities which may include public meetings, conducting focus groups, and convening adhoc panels.
- (g) coordinate and monitor service provision and planning outcomes with a designated Lead Agency for the administration of Ryan White Title II funds.
- (h) provide a written report to the Board of County Commissioners by January 15th of each year on the membership, attendance records and activities and accomplishments of the CARE Council.
- IV. Grantee. Palm Beach County is the grantee for Tale I Ryan White Care Act funds. The Board of County Commissioners of Palm Beach County shall serve as the chief elected official for the purpose of applying for, receiving and distributing federal Title I Ryan White Care Act funds. The Department of Community Services shall provide administrative support, prepare grant applications and agreements and monitor funds necessary to comply with Title I requirements. Distribution of grant funds to Palm Beach County providers shall be through agreements between the County and each provider. The application for and use of grant funds shall be in accordance with the Ryan White Comprehensive AIDS Resources Emergency Act.
- V. Repeal of Resolution R93-1182. Resolution R93-1183 which created the HIV Services Planning Council is hereby repealed in its entirety.
- VI. <u>Effective date.</u> This resolution shall become effective upon adoption.

 The foregoing Resolution was offered by Commissioner Marcus , who moved its adoption.

 The motion was seconded by Commissioner McCarty , and upon being put to a vote, the vote was as follows:

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KAREN T. MARCUS - Aye
CAROL A. ROBERTS - Aye
WARREN H. NEWELL - Aye
MARY MCCARTY - Aye
BURT AARONSON - Aye
KEN L. FOSTER - Absent
MAULE FORD LEE - Aye

The Chairman thereupon declared the Resolution duly passed and adopted this

19th day of August , 1997.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA BY ITS BOARD OF COUNTY COMMISSIONERS

DOROTHY H. WILKEN, Clerk

By: Assistant County Attorney

COUNT

COUNTY

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RESOLUTION NO. 893-93-1187

Charles At Marie Care Ash

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, CREATING THE PALM BEACH COUNTY HIV HEALTH SERVICES PLANNING COUNCIL, PROVIDING FOR PURPOSE, PROVIDING FOR MEMBERSHIP, PROVIDING FOR TERMS OF OFFICE AND COMPENSATION OF MEMBERSHIP, PROVIDING FOR DUTIES AND RESPONSIBILITIES, PROVIDING FOR ADMINISTRATION, PROVIDING FOR EVERABILITY, PROVIDING FOR INCLUSION IN ADMINISTRATIVE CODE; AND PROVIDING FOR AM REFECTIVE DATE

WHEREAS, PAIM Beach County has been identified as a locality which is disproportionately affected by the MIV epidemic, and which has a substantial need for service: and

WHEREAS, the local domand for services far exceeds the

WHEREAS, Congress has enacted the Ryan White Comprehensive AIDS Resource's Emergency Act of 1990, P.L. 101-381, for the purpose of providing emergency financial support services for persons affected by the AIDS epidemic; and

MHEREAS, The Paim Beach County Board of County Board of County of accessing this Federal funding.

MARK THEORETHE DE LET MESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PAIM DEACH COUNTY, FEMBLES, that:

1. Purpose. The film Beach County Board of County Commissioners shall be below sorve as the chief elected officials for the purpose of applying for receiving and distributing Federal Byah White Comprehensive Alfr. Resources Emergency Act funds.

11. Creation of BIV Health Services Planning Council. The Board of County Commissioners hereby creates and catabilities a Board to be known as the Palma Reach County BIV Health Services. Planning Councils—in accordance with the Federal Tyan White Comprehensive AIDS Hosources Emergopcy (Act.

III. Hombership. The Balm Beach County HIV Heelth Service Planning Council shall consist of not less than clean commented by the Board of County Commissioners. The Board of County Commissioners are requested to exceed the maximum membership of this Council as is authorized in the Administrative Code. Council shall include representatives of:

- (a) health care providers;
 (b) community-based and AIDS service organizations;
 (c) social service providers;
 (d) mental health care providers;
 (e) local public health agencies
 (f) hospital planning agencies or health care planning agencies;
 (g) affected communities, including individuals with NIV disease;
 (h) non-elected community leaders;
- disease;
 (h) non-elected community leaders;
 (i) state vovernment;

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- one of more of the following:

 1. migrant health centers under section 329 (42 U.S.C. \$ 254b) or community health centers under section 310 (130 (43 U.S.C. \$ 254c)

 2. federal grantees under section 340 (U.S.C. \$ 256) | regarding health services for the homeless):

 3. federal grantee under section 340 (1001 (42 U.S.C. \$ 100) (icgarding family planning), other than the mixto:

 4. comprehensive hemophilia diagnostic and treatment centers.

 5. Federally-qualified health centers under section 1905 (1) (2) (8) of the Social Security Act; or 6. A non-profit private entity that provides comprehensive primary care services to populations at rick of HIV disease.

- the dead agency of any federal Health Resources and Services Administration addit and pediatric Riv-related care demonstration project operating in Palm Beach County.

The Council may also include a member of the Board of contoners to be appointed by the Chaliman of the Board.

IV. Teims of office and compensation. The terms of the Council members shall be pursuant to the Paim Beach County Administrative Code. The members shall serve without pay, however travel reimbursement is limited to expenses incurred only for travel outside Paim Beach County necessary to fulfill board member responsibilities when sufficient funds have been budgeted and are available, and upon the prior approval of the Board of County Commissioners. No other expenses are reimbursable except documented long distance phone calls to the listson County Department.

V. Organization, quorum and meetings. The Council shall select a Chaitperson and such other officers as deemed necessary or desirable to conduct the business of the Council. All officers shall serve at the pleasure of the Council. A Majority of the members of the Council and the state of the council and the state of the council and the state of the council and product of the members of the Council plus one shall chastitute a quorum. A majority of theme members present and woting at any meeting shall be satisfied any appropriate place and shall arrange a time for holding meetings of the Council as shall be necessary. The Council may adopt such rules of procedure as it deems necessary. The council may adopt such rules of procedure as it deems necessary. All specified the council shall be necessary and the council shall be necessary and the subject to the requirements of section 286.011. Florida Statutes. The minutes of meetings shall be mailed to all members of the Council at least one (I) yeek in advance of the next meeting, where possible.

VI. Duties and responsibilities. The Palm Boach County Hiv liesith Services Planning Council shall:

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- (4) establish priorities for the allocation of funds within Palm Beach County. (Pursuant to 42 U.S.C. \$ 2604, any funds received pursuant to Title I of the Act shall be allocated in accordance with these priorities):
- (b) develop a comprehensive plan for the organization and delighty of health services described in 42 U.S.C. § 2404 that is compatible with any existing state or local plan regarding the provision of health services to individuals with HIV disease. The comprehensive plan shall be presented to the Board of County Commissioners within one hundred and twenty (120) days from the establishment of the Council or to meet any time frames nacessary to capture available federal dollars:
- lc) assess the efficiency of the administrative mechanism in rapidly allocating funds to the areas of greatest need within 1-sim Beach County;
- (d) and it the County in applying for grants puisuant to the lean White Comprehensive AIDS Resources Emergency Act;
- tel perform such other functions as required of the Council by the Ryan White Comprehensive AIDS Remources Emergency Act.

vii. Administration. The Department of Community Sorvices shall provide administrative support to the Council, prepare grant applications and agreements, and monitor any funds received under such grants. Distribution of grant funds to Palm Beach County providers shall be through agreements between the County and each provider. The application for and use of grant funds shall be in accordance with the Ryan White Comprehensive AIDS Resources Emergency Act.

Section 2. SEVERABILITY.

If any section, sentonce, clause or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent

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jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

Section 3. INCLUSION IN ADMINISTRATIVE CODE.

It is the intention of the Board of County Commissioners that the provision of this resolution shall become and be made a part of the Palm Boach County Administrative Code; and that the sections of this Resolution may be renumbered or relettered and the word "resolution" may be changed to "section." "erticle, " or such other appropriate word or phrase in order to accomplish such intentions.

Section 4. REFECTIVE DATE.

This Resolution shall become effective upon adoption.

RAREN T. MARCUS - AYE
CAROL A. ROBERTS - AYE
WARREN H. NEWELL - AYE
MARY MCCARTY - AYE
BUST ARROHSON - AYE
PEN FORTER - AYE
MANDE FORD LEE - AYE

The Chair thereupon declared the Resolution duly passed and adopted this that day of SPRIFFER (179).

PALM BEACH COUNTY, PEDRIDA BY ITS BOARD OF COUNTY COMMISSIONERS

DOROTHY H. WILKEN, Clerk.

APPROVED AS TO FORM AND
LEGAL SUPELCLENCY

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