

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

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Meeting Date: April 14, 2026

Department:

Submitted by: Community Services

Advisory Board: Palm Beach County HIV CARE Council

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I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** the reappointment of one (1) member to the Palm Beach County (County) HIV Comprehensive AIDS Resources Emergency Act Council (HIVCC), for the term of April 18, 2026 through April 17, 2029:

<u>Seat No</u>	<u>Appointment</u>	<u>Recommended By</u>
4	Dr. Youssef Motii	HIV CARE Council

**Summary:** HIVCC establishes priorities for the allocation of Ryan White (RW) HIV/AIDS Program funds within the County; and develops a comprehensive plan for the organization and delivery of health services described in 42 U.S.C. § 300ff, et seq., that is compatible with any existing state or local plan regarding the provision of health services to individuals with HIV/AIDS disease. The United States Department of Health and Human Services, through the Health Resources and Services Administration (HRSA), requires the County to maintain a planning council responsible for establishing priorities and allocating RW grant funding. The HIVCC is that Council. Federal law requires that the planning council's composition reflect the demographics of individuals with HIV/AIDS in the County. At least 33% of its members must be consumers of RW services who are not affiliated with subrecipient service providers. The law also requires that the HIVCC represent designated areas, including health care providers, social service providers, community-based organizations, local public health agencies, non-elected community leaders, and grantees of Federal HIV programs. Per Resolution R2011-1560, the total membership for the HIVCC shall not exceed 33 at-large members. The HIVCC recommends the reappointment of Dr. Youssef Motii, Executive Director of Oceana Community Health, Inc., who has expressed interest in continuing to serve. Currently, 22 of the 33 potential seats on the HIVCC are filled. (Community Services) Countywide (JBR)

**Background and Justification:** In accordance with the RW Comprehensive AIDS Resources Emergency Act of 1990 (RW Care Act) (P.L.101-381), the County was designated an eligible metropolitan area disproportionately affected by the HIV/AIDS epidemic, with a demand for services exceeding the capacity of local resources. The Federal Government, through HRSA, has made funds available to the County. In order to access these funds, Title I (Part A) of the RW Care Act mandates that the County designate a Title I (Part A) HIV Services Planning Council. To that end, the Board of County Commissioners established the HIVCC, per Resolution R2011-1560, dated October 18, 2011, and amended it on January 23, 2018, through Resolution R2018-0015. The RW Care Act Amendments of 1996 mandate a nomination process for appointments to Title I (Part A) planning councils. As vacancies occur on the HIVCC, replacements are selected in accordance with the HIVCC nomination process that was adopted and approved by the HIVCC on June 25, 2012.

**Attachments:**

1. Boards/Committees Application and Resume
2. Inventory of Seats
3. Resolution 2011-1560

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Recommended By: Tarun Malhotra 3-5-26  
Department Director Date

Legal Sufficiency: [Signature] 3/11/26  
Assistant County Attorney Date

## II. REVIEW COMMENTS

### A. Other Department Review:

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Department Director



PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION  
301 N Olive Avenue, WPB, FL 33401  
[www.discover.pbcgov.org](http://www.discover.pbcgov.org)

## BOARDS/COMMITTEES APPLICATION

The information provided on this form will be used in considering your nomination.  
(Answer "NONE" or "N/A" where appropriate.)

### APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:

- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

**SECTION I** (OFFICE USE ONLY)  Advisory  Not Advisory

BOARD/COMMITTEE NAME: PALM BEACH COUNTY HIV CARE COUNCIL

TYPE OF APPOINTMENT:  AT-LARGE  DISTRICT #

REAPPOINTMENT  NEW APPOINTMENT

TERM: 4/18/26 START DATE 4/17/29 END DATE

LENGTH OF TERM: 3 YEARS

SEAT #: 4

SEAT REQUIREMENT: PBC Resident

COMPLETING AN UNEXPIRED TERM?  YES  NO

IF YES: DUE TO:  RESIGNATION  OTHER

COMPLETING TERM FOR: \_\_\_\_\_

ORIGINAL TERM EXPIRES: \_\_\_\_\_

*\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: \_\_\_\_\_*

### SECTION II (to be completed by applicant) **\*MUST BE A PALM BEACH COUNTY RESIDENT**

NAME: (First/Middle Initial/Last) Dr. Youssef Motii

ADDRESS: 229 NW 15th St.

CITY: Boca Raton STATE: FL ZIP: 33432

PHONE #: 561-543-2236

EMAIL: admin@oceanahealth.org

BUSINESS/EMPLOYER NAME: Oceana Community Health, Inc.

OCCUPATION: Executive Director

ADDRESS: 2406 S Seacrest Blvd

CITY: Boynton Beach STATE: FL ZIP: 33435

MAILING PREFERENCE:  RESIDENCE  BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY?  YES  NO

*(conviction of a felony is not an automatic disqualifier from appointment)*

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

\_\_\_\_\_

**SECTION II - continued (to be completed by applicant)**

CONTRACTUAL RELATIONSHIPS:  X  NONE  NOT APPLICABLE/ (Governmental Entity)

Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Service</u>	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____

**SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:**

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County?  YES   X  NO

If YES, please list: \_\_\_\_\_

CODE OF ETHICS TRAINING:  X  COMPLETED DATE:  1/6/2026


All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

Training on the Palm Beach County Code of Ethics can be found on the web at:  
<http://www.palmbeachcountyethics.com/training.htm>

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE:    PRINTED NAME:  Youssef Motii  DATE:  2/3/2026

**SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # \_\_\_\_\_**

COMMISSIONER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**SECTION IV - (OFFICE USE ONLY)**

APPOINTMENT MADE:  YES   NO

BCC MEETING: \_\_\_\_\_ DATE \_\_\_\_\_

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

# Youssef Motii, Ph.D., PA-C

## Infectious Disease



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### Education

- 2023- Yale University, *Physician Assistant*, MMSc
- 2020- Florida Atlantic University, *Integrative Biology, Immunology* Ph.D., GPA: 4.0
- 2018- Florida Atlantic University. *Biomedical Science* M.S., GPA: 4.0
- 2016- Florida Atlantic University, *Biological Sciences* B.S., GPA: 3.67

### Professional Experience

- 2025- *Ryan White Part A Program Manager*, Oceana Community Health Inc
- 2023- *Treasurer*, Palm Beach County Ryan White C.A.R.E. Council
- 2023- *Chairman*, Ryan White Quality Management & Evaluation Committee (QMEC)
- 2022- *Executive Director*, Oceana Community Health, Inc
- 2021- *Emergency Medicine Shadow*, HCA Brandon Hospital
- 2021- *Associate*, Okeechobee Primary Care PA
- 2021- *Intern*, Hematology Oncology Associates of the Treasure Coast
- 2020- *Anesthesia & Analgesia Quality Control Supervisor*, KRS Global Biotechnology, Inc
- 2019- *Product Development Scientist*, KRS Global Biotechnology, Inc
- 2018- *Senior Researcher*, Cleveland Diabetes Care, Diabetic Retinopathy Laboratory
- 2018- *Intern*, Artificial Heart Project Engineering, Cleveland Heart
- 2017- *Research Associate*, Clinical Trial NCT-01606241, TapImmune, Inc
- 2016- *Community Outreach Director*, K&M Drugs, LLC
- 2016- *President*, Deetex Labs, LLC
- 2016- *Doctoral Researcher*, Cancer Immunotherapy Laboratory, Florida Atlantic University

### Patents

- 2021- Provisional Patent 4.14/2 PROV Pending, "*Combinatorial Therapy for Use in Inducing Immunogenic Cell Death in Cancer Cells*"
- 2019- U.S. Patent Serial No.: 16/372,707 under Deetex Labs, LLC

# Youssef Motii, Ph.D.

Immunologist, PA-C Candidate

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## Awards

- 2024- *Critical Care Command*, Yale University Clinical Skills Certification Board
- 2023- *ICU/Critical Care Masterclass*, PulsePoint, Inc.
- 2023- *Keynote Speaker*, University of Miami Sylvester Comprehensive Cancer Center
- 2021- *3rd Place Research Poster*, 2021 Future of Immunology Research Symposium
- 2021- *1st Place Poster Presentation*, Harvard Medical School BSCP Symposium
- 2021- *Finalist*, Three Minute Thesis (3MT®)- FAU College of Medicine
- 2020- *Excellence in Innovation Award*, KRS Global Biotechnology, Inc.
- 2019- *2nd Place Poster*, American Association for Cancer Research Symposium (AACR)

## Presentations

- 2023- Motii, Youssef. "Houdini: Tumor Cell Immune Evasion Mechanisms and TME Construct" Keynote Speaker. University of Miami Sylvester Comprehensive Cancer Center.
- 2021- Motii, Youssef and Hartmann, James. "The trifecta: a novel combinatorial therapy spares immune cells while inducing immunogenic cell death in human mammary adenocarcinoma and mouse mammary carcinoma" BSCP Research Symposium. Harvard Medical School.
- 2020- Motii, Youssef and Hartmann, James. "Evaluating the combinatorial effects of 2-deoxyglucose, wogonin, and methotrexate against metastatic breast cancer" Poster. Florida Atlantic University Graduate Research Symposium.

## Clinical Skills and Experience

- Basic Airway Management (Bag-Valve Mask ventilation, oral airway insertion)
- Assisting with Intubation and Extubation
- Monitoring Ventilator Settings
- Placing Peripheral IV Lines
- Assisting with Central Line Placement (observing or assisting under supervision)
- Arterial Blood Gases & Interpretation
- Foley Catheter Insertion
- Nasogastric (NG) Tube Insertion
- Basic EKG Interpretation
- Vitals Monitoring (including invasive BP monitoring)
- Assisting with Chest Tube Placement
- Medication Dosing and Infusion Setup (IV drips, pressors, sedation)
- Fluid Resuscitation and Management
- Recognizing and Reporting Early Signs of Sepsis/Organ Failure
- Basic Wound Care and Dressing Changes
- Assisting with CPR and Code Blue Responses
- Documenting in Electronic Medical Records (EMR)
- Basic Ultrasonography (F.A.S.T) and Image-guided Line Placement

# Youssef Motii, Ph.D.

Immunologist, PA-C Candidate

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## Research Experience

Hartmann (PI) 8/01/2019-12/06/2020

*The trifecta: a novel combinatorial therapy spares immune cells while inducing immunogenic cell death in human mammary adenocarcinoma and mouse mammary carcinoma.*

The goal of this study was to evaluate a novel combinatorial therapy in the treatment of human and mouse breast cancer and compare adverse toxicity of this treatment to that caused by conventional chemotherapeutic treatment.

Role: Co-PI

Hartmann (PI) 8/01/2018-7/01/2019

*Development of a Multiplex Microparticle for Intracellular Immunotherapy of Breast Cancer.*

The goal of this study was to enhance the drug-delivery system of a novel immunogenic cell death inducing agent to render a more targeted adaptive immune response and in turn contribute to tumor regression.

Role: Co-investigator

Hartmann (PI) 1/01/2016-7/01/2018

*Synergistic effects of wogonin and glycolytic inhibitors against metastatic 4-T1 breast cancer cells.*

The goal of this study is to evaluate the efficacy of these compounds against breast cancer cells when used in synergy.

Role: Co-investigator

Richardson (PI) 01/10/2018-12/20/2019

*Evaluating the effects of gene therapy in the treatment of diabetic retinopathy.*

The goal of this study was to evaluate the efficacy of a novel gene therapy in curing or slowing the progression of diabetic retinopathy in patients with diagnosed diabetes.

Role: Senior Researcher

Keating (PI) 01/04/2017-11/24/2017

*TapImmune, Inc. Clinical Trial NCT-01606241*

This Phase-1 clinical trial examined the effects of a novel adjuvant vaccine in the treatment of Stage 3 Double +/+ human mammary adenocarcinoma.

Role: Research Associate

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## Research Experience cntd.

Hartmann (PI) 9/01/2015-12/10/2016

*The impact of pharmacological targeting of abnormal tumor metabolism with 3-Bromopyruvate on dendritic cell-mediated tumor immunity.*

The goal of this study was to evaluate the ability of 3-bromopyruvate to induce immunogenic cell death in cancer cells, in turn activating tumor-specific dendritic cells and lymphocytes.

Role: Assistant Researcher

Hartmann (PI) 6/05/2015-5/01/2016

*Immunotherapeutic vs chemotherapeutic drugs and their effects on cellular resistance mechanisms.*

The goal of this study was to evaluate the efficacy of immunotherapeutic compounds versus standard chemotherapeutic compounds, as well as their ability to overcome resistance by the cancer cell.

Role: Co-investigator

## Presentations

2021- Motii, Youssef. "Houdini: Tumor Cell Immune Evasion Mechanisms and TME Construct" Keynote Speaker. University of Miami Sylvester Comprehensive Cancer Center.

2021- Motii, Youssef. "Vitamin D, a.k.a. Steroid Hormone D" Keynote Speaker. Palm Beach County Wound Care. Jupiter Medical Center.

2020- Motii, Youssef and Hartmann, James. "The trifecta: a novel combinatorial therapy spares immune cells while inducing immunogenic cell death in human mammary adenocarcinoma and mouse mammary carcinoma" BSCP Research Symposium. Harvard Medical School.

2018- Motii, Youssef and Hartmann, James. "Evaluating the combinatorial effects of 2-deoxyglucose, wogonin, and methotrexate against metastatic breast cancer" Poster. Florida Atlantic University Graduate Research Symposium.

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Immunologist, PA-C Candidate

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## References

- James X. Hartmann, Ph.D., *Florida Atlantic University*
- Vijaya Iragavarapu-Charyulu, Ph.D., *Florida Atlantic University*
- Yoshimi Shibata, Ph.D., *Florida Atlantic University*
- David Binninger, Ph.D., *Florida Atlantic University*
- Rod Murphy, Ph.D., *Florida Atlantic University*
- Patricia Keating, Ph.D., *Florida Atlantic University*
- Scott Stanislaw, R.Ph, *KRS Global Biotechnology, Inc*
- Theodore Lampidis, Ph.D., *University of Miami Health System*
- Ira J. Gelb, MD, *Florida Atlantic University*
- Najum Choudhry, R.Ph, *Community Care Pharmacy, LLC*
- Charles Richardson, MD, *Cleveland Heart*
- Samarth Reddy, MD, *BRRH Oncology*
- Zahed Qureishi, MD, *Broward Health North*
- Uchechukwu K. Sampson, MD, *Cleveland Diabetes Care*
- Amjad Munim, MD, *Holy Cross Health*
- Mostafizur Rahman, MD, *George Washington University*
- Muhammad K Syed, MD, *Yale University*
- Raul J Rosenthal, MD, *Cleveland Clinic Weston*
- Faris Hanna, MD, *Memorial Regional Hospital*
- Aisha Subhani, DO, *Cleveland Clinic Weston*
- Emmanuel Lo Menzo, MD, *Cleveland Clinic Weston*
- Shilpa Chaudhari, MD, *Broward Health Hospital*
- Sohail Shaikh, MD, *Bethesda East Hospital*
- Ali Harb, MD, *Detroit Medical Center*
- Irfan Khan, MD, *Boca Raton Regional Hospital*
- Michael Schmidt, MD, *Broward Health Hospital*
- Frederick Scott Ross, MD, *Cleveland Clinic Weston*

## Palm Beach County HIV CARE Council BOARD ROSTER

Seat Updated 02/01/2026

**CC B Laws Page 6 Article III – SECTION 7:** The CARE Council member term of office shall be three years. There shall be a limit of three (3) Consecutive three-year terms that a member can serve. This provision is effective as of March 1, 2013, and applies to any member who is appointed or reappointed subsequent to that date.

(Please make sure all the members have a files with all the updated documents)

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES
1	Orquidea Acevado	Found Care, Inc.	Appointment 07/08/2025 Expires 11/04/2026	2
2	Kristen Harrington (Secretary)	AHF	10/04/2026	1
3	<b>Vacant</b>	Monarch Inc.	08/21/2026	1
4	Dr Youssef Motii (Treasurer )	Oceana Healthcare	04/17/2026	2
5	Kim Rommel Enright	Legal Aid	03/21/2025 Reappointment 03/11/2025 Term expires 03/10/2028	2
6	Nancy McConnell	Rebel Recovery	Term Expired 10/18/2024 Reappointment 11/19/2024 Term Expires 11/18/2027	2

**Palm Beach County HIV CARE Council  
BOARD ROSTER**

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES
7	Dr Sandra Anderson	PBC Health Department	Appointed 07/02/2024 Term Expired 05/16/2025 Term Expires 05/15/2028 Appointed – 11/18/2025	2
8	VACANT	Planned Parenthood	05/16/2025 Term Expires 05/15/2028	2
9	Dr Berthline Isma	Florida Department of Health	Appointed 07/0/2024 Term Expired 05/16/2025 Term expires 05/15/2028	2
10	Ashnika Ali	Health Council of South East Florida	Appointed 10/18/2024 Term Expires 10/17/2027	1

**Palm Beach County HIV CARE Council  
BOARD ROSTER**

<b>SEAT</b>	<b>OCCUPANT</b>	<b>ORGANIZATION</b>	<b>CURRENT TERM EXPIRES</b>	<b>TERM LEFT AFTER CURRENT TERM EXPIRES</b>
11	Ashaki Sypher'	Families first of PBC	Reappointed 8/20/2024 Term Expires 8/19/2027	1
12	Lysette Perez	Compass	Reappointed 8/20/2024 Term Expires 8/19/2027	1
13	Miguel Vazquez	Housing Authority of PBC	05/16/2025 Reappointed 05/16/2025 Term Expires 5/15/2028	0
14	Brittany Henry	FOUNDCARE,INC	02/07/2025 Reappointment 02/11/2025 Term Expires 02/10/2028	2

**Palm Beach County HIV CARE Council  
BOARD ROSTER**

<b>SEAT</b>	<b>OCCUPANT</b>	<b>ORGANIZATION</b>	<b>CURRENT TERM EXPIRES</b>	<b>TERM LEFT AFTER CURRENT TERM EXPIRES</b>
15	<b>Vacant</b>	The Lords Place	05/16/2025 Term Expires 05/15/2028	1
16	Glenn Krabec	Community Member	Appointed 09/16/2025 Term Expires 09/15/2028	2
17	Hector Bernardino	Midway Health Inc.	Reappointed 10/ 18/2024 Term Expires 10/17/2027	0
18	<b>VACANT</b>	Ret. Jerome Golden	12/19/2025	0

**Palm Beach County HIV CARE Council  
BOARD ROSTER**

SEAT	OCCUPANT	POSITION/ ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES
19	Rosie Lee Hayes	Community Member	05/15/2028	2
20	Annette Verdal Dunn	Community Member	05/15/2028	2
21	Cecil Smith	Community Member	10/02/2026	3
22	Mary Jane Reynolds	Community Member	07/12/2024 Reappointed 08/20/2024 Term expires 08/19/2027	2
23	Dominique Lane	Community Member	Reappointed 05/16/2025 Term Expires 05/15/2028	1
24	Cynthia Walker	Community Member	6/13/2025	1
25	Tad Fuller (Vice Chair)	Community Member	03/21/2025 Reappointed 03/11/2025 Term expires 03/10/2028	1

**Palm Beach County HIV CARE Council  
BOARD ROSTER**

26	Richardo Jackson (chair)	Community Member	05/16/2025 Term Expires 05/15/2028	1
27	Vacant	Community Member	Appointed 09/16/2025 Expires 10/02/2026 Resigned – 11/24/2025	1

R-2011-1560

# Document Type



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## R-number

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\* P B C I N T O \*

Place Restricted Doc  
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\* P B C R D O \*



RESOLUTION NO. R-2011-1560

**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 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 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. Designation of the CARE Council. 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 meetings 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. 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 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;
  2. 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 15<sup>th</sup> 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.

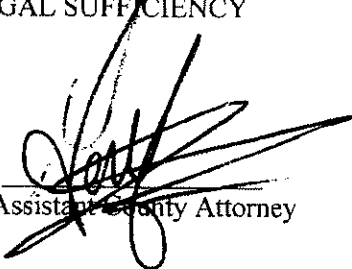
VI. Repeal of Resolution R97-1067. Resolution R97-1067 which created the HIV Services Planning Council is hereby repealed in its entirety.

VII. Effective date. This resolution shall become effective upon adoption. The foregoing Resolution was offered by Commissioner Aaronson, who moved its adoption. The motion was seconded by Commissioner Vana, and upon being put to a vote, the vote was as follows:

Commissioner Karen T. Marcus, Chair	-	Aye
Commissioner Shelley Vana, Vice-Chair	-	Aye
Commissioner Paulette Burdick	-	Aye
Commissioner Steven L. Abrams	-	Aye
Commissioner Burt Aaronson	-	Aye
Commissioner Jess R. Santamaria	-	Aye
Commissioner Priscilla A. Taylor	-	Aye

The Chair thereupon declared the resolution duly passed and adopted this 18th day of October, 2011.

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By:   
Assistant County Attorney

PALM BEACH COUNTY, FLORIDA BY ITS  
BOARD OF COUNTY COMMISSIONERS

Sharon R. Bock, Clerk/Comptroller

By:   
Deputy Clerk



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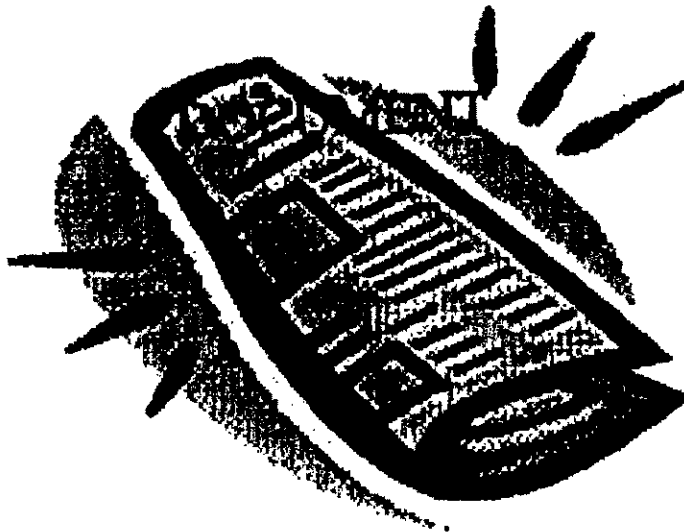


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Agenda Item #:

R-97-1067

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PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: 8/19/97 [ ] Consent [X] Regular  
[ ] Workshop [ ] Public Hearing

Department

Submitted By: Community Services  
Submitted For: Palm Beach County HIV Planning Services Council

I. 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 disproportionately 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.

- D. **Attachments:**
  1. New Resolution
  2. Rescinded Resolution No. R93-1182

R97 1067

Recommended by: Edward J. Mc... 8-6-97  
Department Director Date

Approved by: Jean... 8/7/97  
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	19__	19__	19__	19__	19__
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Budget Account No.: Fund \_\_\_\_\_ Agency \_\_\_\_\_ Org. \_\_\_\_\_ Object \_\_\_\_\_  
 Reporting Category \_\_\_\_\_

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review: \_\_\_\_\_

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

Elizabeth Blawie \_\_\_\_\_  
 OFMB Contract Dev. and Control

B. Legal Sufficiency:

James D. [Signature]  
 Assistant County Attorney

C. Other Department Review:

\_\_\_\_\_  
 Department Director

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

R97 1067

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. Designation of the Care Council. 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.

R97 1067

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 a resolution 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;
  2. 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

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R97 1067

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 ad-hoc 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 Title 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 R92-1182. Resolution R93-1183 which created the HIV Services Planning Council is hereby repealed in its entirety.

VI. Effective date. 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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R97 1067

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.

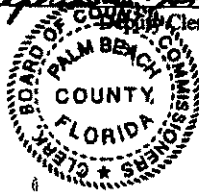
APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA BY ITS  
BOARD OF COUNTY COMMISSIONERS

DOROTHY H. WILKEN, Clerk

By:   
Assistant County Attorney

By:   
Clerk



R97 1067

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Attachment "B"

RESOLUTION NO. R93-11-1187

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 ORGANIZATION, QUORUM AND MEETINGS; PROVIDING FOR DUTIES AND RESPONSIBILITIES; PROVIDING FOR ADMINISTRATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN ADMINISTRATIVE CODE; AND PROVIDING FOR AN 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. 101-181, for the purpose of providing emergency financial support services for persons affected by the AIDS epidemic; and

WHEREAS, The Palm Beach County Board of County Board of County Commissioners wishes to improve the availability of services in Palm Beach County by accessing this Federal funding.

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

I. Purpose. The Palm Beach County Board of County Commissioners shall hereby serve as the chief elected officials for the purpose of applying for, receiving and distributing Federal Ryan White Comprehensive AIDS Resources Emergency Act funds.

II. Creation of HIV Health Services Planning Council. The Board of County Commissioners hereby creates and establishes a Board to be known as the Palm Beach County HIV Health Services Planning Council in accordance with the Federal Ryan White Comprehensive AIDS Resources Emergency Act.

III. Membership. The Palm Beach County HIV Health Service Planning Council shall consist of not less than seven members, to be appointed 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 HIV disease;
- (h) non-elected community leaders;
- (i) state government;

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- (j) one or more of the following:
1. migrant health centers under section 329 (42 U.S.C. § 2540) or community health centers under section 310 (190 (42 U.S.C. § 214);
  2. federal grantees under section 340 (U.S.C. § 2561) regarding health services for the homeless;
  3. federal grantees under section 340 (U.S.C. § 2561) (regarding family planning), other than the state;
  4. comprehensive hemophilia diagnostic and treatment centers;
  5. Federally-qualified health centers under section 1905 (1) (2) (6) of the Social Security Act; or
  6. a non-profit private entity that provides comprehensive primary care services to populations at risk of HIV disease.

(k) the local agency of any federal health resources and services administration, adult and pediatric HIV-related care administration project operating in Palm Beach County.

The Council may also include a member of the Board of County Commissioners to be appointed by the Chairman of the Board.

IV. Terms of office and compensation. The terms of the Council members shall be pursuant to the Palm Beach County Administrative Code. The members shall serve without pay, however, travel reimbursement is limited to expenses incurred only for 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 Liaison County Department.

V. Organization, quorum and meetings. The Council shall select a Chairperson 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 plus one shall constitute a quorum. A majority of three members present and voting at any meeting shall be sufficient to enable taking any action. The Council shall meet at any appropriate place and shall arrange a time for holding meetings of the Council as shall be necessary. The Council may adjourn such meetings at any time as deemed necessary. The Council shall be subject to the provisions of section 286.011, Florida Statutes. The minutes of meetings shall be mailed to all members of the Council at least one (1) week in advance of the next meeting, where possible.

VI. Duties and responsibilities. The Palm Beach County HIV Health Services Planning Council shall:

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R97 1067

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- (a) 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 delivery of health services described in 42 U.S.C. § 2604 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 necessary to capture available federal dollars;
- (c) assess the efficiency of the administrative mechanism in rapidly allocating funds to the areas of greatest need within Palm Beach County;
- (d) assist the County in applying for grants pursuant to the Ryan White Comprehensive AIDS Resources Emergency Act;
- (e) perform such other functions as required of the Council by the Ryan White Comprehensive AIDS Resources Emergency Act.

VII. Administration. The Department of Community Services 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, sentence, 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 Beach County Administrative Code; and that the sections of this Resolution may be renumbered or relettered and the word "resolution" may be changed to "section," "article," or such other appropriate word or phrase in order to accomplish such intentions.

Section 4. EFFECTIVE DATE.

This Resolution shall become effective upon adoption.

The foregoing Resolution was offered by Commissioner ROBERTS who moved its adoption. The motion was seconded by Commissioner ROBERTS and being put to a vote, the vote was as follows:

KARPN T. MARCUS	-	AYE
CAROL A. ROBERTS	-	AYE
WARREN H. NEWELL	-	AYE
MARY MCCARTY	-	AYE
HUNT AARONSEN	-	AYE
FERN FOSTER	-	AYE
MAUDE FORD LEE	-	AYE

The Chair thereupon declared the Resolution duly passed and adopted this 11th day of SEPTEMBER, 1991.

PALM BEACH COUNTY, FLORIDA BY ITS  
BOARD OF COUNTY COMMISSIONERS

DOROTHY H. WILKEN, Clerk.

By: Jane M. Miller  
Deputy Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

Hill  
County Attorney



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