

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

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Meeting Date: October 6, 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 two (2) members to the Palm Beach County (County) HIV Comprehensive AIDS Resources Emergency Act Council (HIVCC), for the term of October 6, 2026 through October 5, 2029:

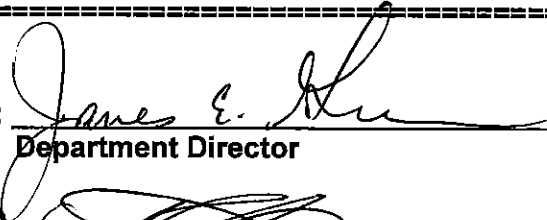
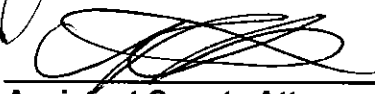
<u>Seat No.</u>	<u>Reappointments</u>	<u>Recommended By</u>
2	Kristen Harrington	HIV CARE Council
21	Cecil Smith	HIV CARE Council

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. Pursuant to R2011-1560, the total membership for the HIVCC shall not exceed 33 at-large members. The HIVCC recommends the reappointment of Ms. Kristen Harrington, Regional Director with AIDS Healthcare Foundation (AHF). AHF has a contract with the County for services; however, HIVCC does not provide regulation, oversight, management, or policy-setting recommendations regarding the contracts or transactions with AHF. Disclosure of this contractual relationship at a duly noticed public meeting is provided in accordance with the provisions of Section 2-443 of the County's Code of Ethics. The HIVCC also recommends the reappointment of Mr. Cecil Smith, who is currently retired. Both members have expressed an interest in continuing to serve. Currently, 22 of the 27 seats on the HIVCC are filled. (Community Services) Countywide (RS)

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 as an eligible metropolitan area disproportionately affected by the HIV/AIDS epidemic, with a demand for services exceeding the capacity of local resources. **(Background and Justification Continue on Page 2)**

- Attachments:**
- 1. Board/Committee Applications and Resumes
 - 2. Inventory of Seats
 - 3. Resolution R2011-1560

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Recommended By:		9-8-26
	Department Director	Date
Legal Sufficiency:		9/9/26
	Assistant County Attorney	Date

Background and Justification (Continued from Page 1):

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 (BCC) established the HIVCC, pursuant to R2011-1560, dated October 18, 2011, and amended on January 23, 2018 by 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 adopted and approved by the HIVCC on June 25, 2012.

II. REVIEW COMMENTS**A. Other Department Review:**

Department Director

(1)



PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
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) X Advisory Not Advisory

BOARD/COMMITTEE NAME: PBC HIV CARE COUNCIL

TYPE OF APPOINTMENT: X AT-LARGE DISTRICT #
 X REAPPOINTMENT NEW APPOINTMENT

TERM: 10/6/26 START DATE 10/5/29 END DATE

LENGTH OF TERM: 3 YEARS

SEAT #: 2

SEAT REQUIREMENT: PBC Resident

COMPLETING AN UNEXPIRED TERM? YES X 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) kristen L Harrington

ADDRESS: 10414 Lake Vista Circle

CITY: Boca Raton STATE: florida ZIP: 33498

PHONE #: 561-350-2196

EMAIL: kristen.harrington@ahf.org

BUSINESS/EMPLOYER NAME: AIDS Heathcare Foundation

OCCUPATION: Regional Director

ADDRESS: 6255 Sunset Blvd

CITY: Los Angeles STATE: CA ZIP: 90028

MAILING PREFERENCE: x RESIDENCE BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY: YES x 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: 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.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX) R2024-0918	Parks & Rec Community Services	General Maintenance RW-Medical and support services	10/01/00 - 09/30/2100 03/01/2024- 2/28/27

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? YES NO
If YES, please list:

CODE OF ETHICS TRAINING: x COMPLETED DATE: 8/11/26

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 or contact us via email at 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: [Signature] PRINTED NAME: kristen Harrington DATE: 8-11-26

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.

Kristen Harrington, R.N.,C.C.M.

10414 Lake Vista Circle
Boca Raton FL, 33498
Ph. (561) 350-2196
Email: Kristenlh@bellsouth.net

Objective

Seeking membership with the Palm Beach County HIV Care Council

Qualifications

- 15 years professional nursing experience including 13 years in the Disease Management of patients with HIV/AIDS
- Certified Case Manager
- Experience in project management, NCQA accreditation, and policy & procedure development
- Experience with Utilization Review
- Skilled with computer applications including MS Word, Excel, Access, and PowerPoint
- Extensive knowledge of Project AIDS Care Waiver Program requirements and services
- Flexible professional with excellent verbal and written communication skills
- Proficient at working with members of a multi-disciplinary team, prioritization of responsibilities, and encouraging collaboration

Work Experience

AIDS Healthcare Foundation

Ft Lauderdale, FL

Regional Director-Palm Beach County

9/2016-Present

Case Management/Utilization Management Quality Review Director

- Conduct regular medical chart compliance audits for Ryan White programs to assure clinical compliance, which may including clinical, billing and level of service audits as well as other audits related to performance measures for all categories of Ryan White services.
 - Perform comprehensive chart reviews on all program types, including but not limited to outpatient medical services, disease management services, case management services, etc. Analyze data, developing and presenting appropriate reports for program compliance and organizational leadership to Southern Bureau leadership on a routine basis and in advance of any outside audit.
 - Monitor corrective action plans to ensure that proper steps were taken to resolve any compliance issues and necessary adjustments have occurred. Identify opportunities to improve processes to sustain accurate and compliant outcomes.
-

- Engage with program and organizational leadership to review processes and results of audits on a routine basis.
- Educate on new requirements and expectations of payers and regulatory bodies
- Track impact of audit results. Help to develop performance improvement strategies to support compliance, clinical and organizational outcomes
- Works with the Southern Bureau Chief to develop and/or maintain physical sites for healthcare center, pharmacy, Out of the Closet thrift store, HIV testing center, and regional offices; hire staff and develop programs and services; and advocate and do outreach for these programs and services.
- Represents AHF on a local and statewide basis to discuss the specific program operations and overall programs; researches and responds to regulatory, legal, and clinical requirements for development of programs throughout the area; creates and maintains collaborations with other AIDS service organizations, federal, state and local governmental entities, and medical institutions.
- Monitors and communicates on local funding opportunities for services and programs.
- Monitors all contract deliverables. Assures contract compliance.
- Reviews all monthly reports, statistical breakdowns of the Region's census and case studies for accuracy and appropriateness of reporting. Identifies significant problems and opportunities.
- Manages the Region's departmental budgets to maximize revenue and minimize expenses
- Participates in provider relations and contracting activities as necessary to maintain and develop AHF Provider Networks. Responds to Federal, State, and Local audits and implements corrective action plans as necessary; supports regional managers to ensure compliance to state and federal guidelines in Medicare and Medicaid operations, monitoring and communicating all changes in Medicare/Medicaid regulations across the organization.
- Serves as a committee member on all appropriate administrative committees.
- Coordinates necessary trainings for the area for AHF staff and volunteers, and community members, as directed by Southern Bureau Chief.

Humana

Health Services Market Manager

Miramar, FL

11/2014-9/2016

- 5 Direct reports including 3 RN Supervisors, 1 LPN non-clinical Supervisor and 1 reporting specialist.
- 40 indirect reports consisting of Registered Nurse, Licensed Practical Nurses and non-clinical specialist.
- Responsible for managing Case Management operations , developing policy and procedures, monitoring and reviewing productivity, work

volume, enhancing efficiency, adjusting work distribution and auditing quality.

- Holding weekly team meetings to communicate information, changes, and updates to my reports, which is subsequently disseminated to their teams.
- Collaborating with other departments to enhance program services.
- Collaboration with operations committees and external partners.
- Reviewing and adjusting invoices for billing accuracy and reimbursement.
- Hiring, firing, reviewing career development, mentoring and coaching associates.
- Monthly monitoring of program metric goals and adjusting processes as needed to meet the goals.

AIDS Healthcare Foundation

Ft Lauderdale, FL

RN Utilization and Case Management Manager

2001-2014

- Managing Utilization staff and the Care Teams responsible for Disease Managing HIV positive members in Medicaid and Medicare special needs plans. Duties include monitoring the daily inpatient hospitalizations, creating assignments, monitoring productivity, assessing quality, monitoring contract compliance, developing protocol, employee interviewing, orientation, recognition, discipline and creating corrective action plans.
- Holding weekly rounds with Utilization and Care Team staff along with the Program Director and Medical Director. The purpose of rounds is to review all hospitalizations, members transitioning between healthcare settings and those members at risk for transitioning.
- Establishing and maintain quality indicators in accordance with standards of care and industry benchmarks.
- Serving on a committee that tests and recommends changes to the charting database, and lead in the development of the care plans used by the organization.
- Coordinating and holding face to face Interdisciplinary Care Team Meetings with Members, Care Team staff, the program Medical Director, and the member's involved providers to collaborate and coordinate care.
- Provider networking with local Physicians, AIDS Service Organizations, Hospitals and other CBO's

RN District Manager & Lead RN Care Manager

2003-2013

- Assisted the Regional Manager with the implementation of disease management of patients living with HIV/AIDS in the assigned region
 - Maintained community and provider relationships
 - Provided disease management to challenging patients on an as need basis
-

- Supervised RN Care Managers by conducting monthly evaluations of productivity, completing productivity reports and preparing invoices for the Medicaid waiver program.
- Managed Registered Nursing staff completing medical needs assessments for a Medicaid Waiver Program. In addition to monitoring contract compliance and preparing monthly invoices for payment.

RN Care Manager

2001-2003

- Maintained a Client roster providing comprehensive Disease Management services to the HIV positive Medipass population.
- Assessed patients, develop, implement and review plans of care, work in collaboration with other members of the team (ie: Physicians, Pharmacy staff, Case Managers, patients, family members, etc)
- Maintained patient records in accordance with departmental and state guidelines
- Provided on-call coverage for the state to ensure proper after-hours care for all existing and potential patients
- Developed and lead the committee to review and enhance the care plans used by the organization

**Bay Medical Center/Sacred Heart
*Registered Nurse***

**Panama City, FL
1999-2001**

- Performed all Charge Nurse and patient care duties on 21 bed pulmonary step-down unit
- Developed, implemented and documented a plan of care specific to each patient
- Followed guidelines in accordance with hospital policy and JCAHO regulations

Education

**Associate of Science in Nursing
*Miami-Dade College***

5/1999



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BOARDS/COMMITTEES APPLICATION

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

SECTION I (OFFICE USE ONLY) ☒ Advisory ☐ Not Advisory

BOARD/COMMITTEE NAME: PBC HIV CARE COUNCIL

TYPE OF APPOINTMENT: ☒ AT-LARGE ☐ DISTRICT #
☒ REAPPOINTMENT ☐ NEW APPOINTMENT

TERM: 10/6/26 START DATE 10/5/29 END DATE

LENGTH OF TERM: 3 YEARS

SEAT #: 21

SEAT REQUIREMENT: PBC RESIDENT

COMPLETING AN UNEXPIRED TERM? ☐ YES ☒ NO

IF YES: DUE TO: RESIGNATION ☐ OTHER

COMPLETING TERM FOR:

ORIGINAL TERM EXPIRES:

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

NAME: (First/Middle Initial/Last) CECIL SMITH

ADDRESS: 1500 N. CONGRESS AVE. A106

CITY: WEST PALM BEACH STATE: FL ZIP: 33401

PHONE #: 561-460-4102

EMAIL: cecilsmith1500@yahoo.com

BUSINESS/EMPLOYER NAME: RETIRED

OCCUPATION:

ADDRESS:

CITY: STATE: ZIP:

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)

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Contract/Transaction No.	Department/Division	Description of Service	Term
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 ✓ NO

If YES, please list: _____

CODE OF ETHICS TRAINING: ✓ COMPLETED DATE: 07/29/2025

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

SIGNATURE: Cecil Smith PRINTED NAME: Cecil Smith DATE: 7/29/26

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.

I, Cecil Smith, have been a member of the Palm Beach County HIV CARE Council for over 13 years. I have enjoyed being a part of an organization that is important to the lives of HIV-positive men, women, and children. I have been a member of various committees such as planning, community awareness, and joint medical and support services. Being a member, I am in a position to help make decisions related to Ryan White programs. I want to always volunteer and help others. Hopefully, I am a PWLHA that will make a difference and have an impact in the HIV community. I am an advocate for people living with HIV and would like to continue to make a difference.

Palm Beach County HIV CARE Council

BOARD ROSTER

Seat Updated 07/29/2026

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 after that date.

(Please make sure all the members have a file 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 11/03/2029	2
2	Kristen Harrington (Secretary)	AHF	10/04/2026	1
3	Sandra Moses	Legal Aid PBC.	Previous term expiring 08/21/2026 Appointed on August 25 th , 2026 Term Expires: 8/24/29	2
4	Dr Youssef Motii (Treasurer)	Oceana Healthcare	04/17/2029	2
5	Kim Rommel Enright (Vice Chair)	Legal Aid PBC.	03/21/2025 Reappointment 03/11/2025 Term expires 03/10/2028	2
6	VACANT	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 Appointed – 11/18/2025 Term Expires 05/15/2028	2
8	Michelle Scott	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 Southeast Florida	Appointed 10/18/2024 Term Expires 10/17/2027	1

Palm Beach County HIV CARE Council

BOARD ROSTER

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES
11	Ashaki Sypher'	Families first of PBC	Reappointed 8/20/2024 Term Expires 8/19/2027	1
12	Raymond Cortes	Compass	Lysette Reappointed 8/20/2024 After she resigned Raymond was appointed on 03/10/2026 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

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES
15	Vacant	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	VACANT	Midway Health Inc.	Reappointed 10/ 18/2024 Term Expires 10/17/2027	0
18	Hector Bernardino	Community Member	Appointed 08/25/2026 Term Expires: 8/24/29	2

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	VACANT	Community Member	Reappointed 05/16/2025 Term Expires 05/15/2028	1
24	Cynthia Walker	Community Member	6/13/2025	1
25	Tad Fuller (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	Community Member	05/16/2025 Term Expires 05/15/2028	1
27	Andi Thomas Wilson	Community Member	Appointed 09/16/2025-Expires 10/02/2026 then renewal 10/03/2026 expired 10/02/2029 Kenny Talbot Resigned – 11/24/2025	1

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 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. 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 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.

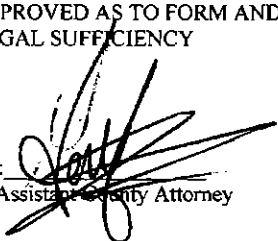
VI. Repeal of Resolution R97-1067. Resolution R97-1067 which created the HIV Services Planning Council is hereby repealed in its entirety.

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

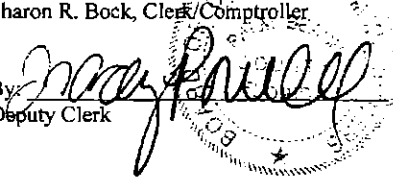
The Chair thereupon declared the resolution duly passed and adopted this 18th day of October, 2011.

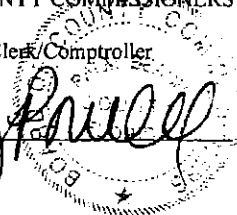
APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

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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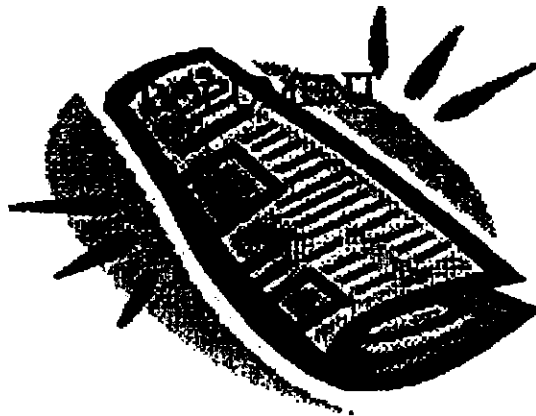


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60-7

Agenda Item #:

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

R-97-1067
m/mc 6-0
E-cha

Meeting Date: 8/19/97 ☐ Consent ☒ 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 (TRF)
- 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
8-6-97

Recommended by: [Signature] Date
Department Director
Approved by: [Signature] Date
Assistant County Administrator

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 Blumoff _____
 OFMB Contract Dev. and Control

B. Legal Sufficiency:

[Signature] _____
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

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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. 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.

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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 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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0300

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 R93-1182. Resolution R93-1182 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 McGarty , 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. ROSTER	-	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: *[Signature]*
Assistant County Attorney

By: *[Signature]*
Clerk



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0302

Attachment 2

RESOLUTION NO. 193-23-1187

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, CREATING THE PALM BEACH COUNTY HEALTH SERVICES PLANNING COUNCIL, PROVIDING FOR PURPOSE, PROVIDING FOR MEMBERSHIP, PROVIDING FOR TERMS OF OFFICE AND COMPOSITION OF MEMBERSHIP, PROVIDING FOR ORGANIZATION, QUORUM AND MEETINGS, PROVIDING FOR DUTIES AND RESPONSIBILITIES, PROVIDING FOR ADMINISTRATION, PROVIDING FOR SEVERABILITY, PROVIDING FOR EXEMPTION FROM ADMINISTRATIVE CODE, AND PROVIDING FOR AN EFFECTIVE DATE.

has been identified as a
the HIV epidemic.

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

UNIVERSITY. 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

MEMBERS. The Palm Beach County Board of County Property Commissioners wishes to improve the availability of services in Palm Beach County by increasing this Federal funding.

THESE THINGS ARE IN CONFORMANCE WITH THE ROADS OF COUNTRY

L. L. Baskette. The Little Rock County Board of County Commissioners is still heavily active in the water project, although it is the largest in applying for receiving and distributing water at 7244 while Comstockville, Ala., receives Emergency Assistance funds.

11. 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.

111. Membership. The Palo Verde 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 accept 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) health care providers;
- (e) local public health agencies;
- (f) local planning agencies or health care planning agencies;
- (g) affected communities, including individuals with HIV;
- (h) non-affected community leaders;
- (i) state government;

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ref: A1D99

R93 1182

1437, 148

RECORDED MEMO. Legible.
Writing. Typing of Printing
unsatisfactory in this document
when received.

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- used on more of the following:
 1. Integrated health centers under section 119 (42 U.S.C. 2601) or community health centers under section 130 (42 U.S.C. 2602).
 2. Federal grants under section 340 (42 U.S.C. 2581).
 3. Federally funded health services for the homeless.
 4. Health care facilities under section 101 (42 U.S.C. 2501) providing family planning, other long term care.
 5. Comprehensive hemophilia diagnostic and treatment centers.
 6. Federally-qualified health centers under section 1905 (42 U.S.C. 2516).
7. The Social Security Act, or
8. Any other law authorizing medical assistance or comprehensive primary care services to populations at risk of HIV disease.

- [illegible]

The Council may also include a member of the Board of County Commissioners or its representative by the Chairman of the Board.

IV. Taking of office and communication. The terms of the Council members shall be published in the provisions of the Administrative Code. The members shall serve without pay, however, travel reimbursement is limited to expenses incurred only for travel to and from the Council's headquarters. The Council members shall be responsible for the full reimbursement of the transportation and communication expenses of the Council members. Upon the prior approval of the Board of County Commissioners, no other expenses are reimbursable except those of the Council members. No other officials are reimbursable except those of the liaison County Department.

V. Organization, Powers and Meetings. The Council shall select a Chairperson and such other officers, agents and persons as may be desirable to conduct the business of the Council. All officers and agents of the Council shall be subject to the approval of the members of the Council. Plus one small Council shall be a quorum. A majority of three members present and voting at any meeting shall constitute a majority of the Council. The Council may meet at any appropriate place and shall arrange a time for holding meetings if the Council so shall deem necessary. The Council may call a meeting of the Council at any time and shall be subject to the call of the Council which be open to the public and shall be subject to the provisions of Section 286.11, Florida Statute. The minutes of all meetings shall be kept and shall be open to the inspection of all persons in advance of the next meeting, where possible.

vi. During and responsibilities. The Palm Beach County Health Services Planning Council shall:

9
 Ciphertexts written in alphabetical type are deciphered from extended text. Messages in unabbreviated type are additional.

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R93 1182

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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 provisions 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 retitled 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 W. H. HARRIS and was adopted by a majority vote of the Board of County Commissioners, the vote was as follows:

BARON T. HARRIS	-	AY
CAROL A. HARRIS	-	AY
HAROLD H. HARRIS	-	AY
JOHN H. HARRIS	-	AY
HARRY HARRIS	-	AY
PER HARRIS	-	AY
ROSE HARRIS	-	AY

The Clerk, thereupon declared the Resolution duly passed and adopted this 11th day of January, 1951.

THIS BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS

JOSEPH W. HARRIS, Clerk.

By Joseph W. Harris
County Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

W. H. Harris
County Attorney



Codifier: Words in asterisked type are deletions from existing text. Words in underlined type are additions.

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