



**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL
MEMBERSHIP, NOMINATIONS, RECRUITMENT AND TRAINING COMMITTEE
METRO WELLNESS & COMMUNITY CENTER – TAMPA**

July 21, 2014

11:00 A.M. – 12:30 P.M.

MINUTES

- CALL TO ORDER** The meeting was called to order by Tonicia Freeman-Foster, Chair, at 11:08 a.m.
- ATTENDANCE** Members Present: Tonicia Freeman-Foster, Brittany Frederick,
Members Absent:, Lomia Irby, Cristian Chandler, Guttenberg Pierre
Guests Present:
Grantee Staff Present: Laura Morgan
Lead Agency Staff Present:
Health Councils Staff Present: Ashley Richards
- CHANGES TO AGENDA** No changes were made to the agenda.
- ADOPTION OF MINUTES** The minutes from the June 16, 2014 committee meeting will be approved via e-mail to the voting members (**M:** Frederick **S:** Freeman-Foster).
- CARE COUNCIL REPORT** Tonicia Freeman-Foster gave a report of the Care Council meeting held on June 4, 2014 at the Children’s Board of Hillsborough County. Aubrey Arnold announced that the Grantee’s office is working on procurement for the motion to be heard from RPARC. The Grantee will need scoring team members to review funding applications in August.
Aubrey commented that they are working on the conditions of grant



award including a carryover request of \$130,341.38.

The grantee's office moved to the 16th floor of the county center building located at 601 E. Kennedy Blvd. Tampa, FL.

The Part A grant application is expected and a conference call has been set by HRSA in August. Comments were received on the application from last year and the area scored a 92.

Part A, Part B and the Florida Department of Health- Hillsborough County Pharmacy held a workgroup about insurance, the AIDS Insurance Continuation Program (AICP) and the Affordable Care Act (ACA) on June 27, 2014 at the Children's Board of Hillsborough County (CBHC). Another meeting is scheduled for October 3, 2014 at CBHC.

Demarcus Holden announced that the Lead Agency filled their contract manager position and welcomed Rachel Jansen on board.

Demarcus discussed National Testing Day events and announced that all contracts and budgets have been prepared for the new year.

Marlene LaLota was announced as the new head of the HIV/AIDS and Hepatitis Bureau at the Florida Department of Health. Megan Daily will now be the area 5,6,14 rep. The funds that remain after spending the emerging community's monies are being looked at by the Lead Agency to determine how they will be spent.

Lisa Nugent announced that the Health Councils has closed their annual contract year and that all members receiving mileage reimbursement were notified to submit their requests by July 1. Members are reminded to submit their requests ASAP after the end of the month. Late requests cannot always be accommodated.

Staff has been working on the Part A Annual Update for HRSA and expects to be very busy once the new Part A grant is released later this summer. Staff has reviewed the recent Care Council support satisfaction report draft from the Quality Management consultant and noted that it will be shared once it is finalized.

Lisa and Ashley reminded the committee that they can be reached



with questions or concerns.

The membership committee presented a motion to delay the use of AV technology during Care Council and committee meetings.

Aubrey read an email from Mary Ellen Farris regarding the legalities of this motion and rare circumstances when exceptions are made. Members discussed the motion and its merits including associated costs, meeting transparency, and allowing members who are ill to participate when they cannot physically attend a meeting. It was agreed that the Grantee would continue to work with the county attorney to research ways that other areas are using call-in technology. A roll call vote was held and the motion passed unanimously.

**MEMBERSHIP
REVIEW**

The attendance of Care Council and committee members was reviewed by the Chair and Staff. Two members' attendance issues were noted and will receive contact from Care Council staff.

**MEMBERSHIP
APPLICATIONS**

At this time there are two membership applications on "hold" due to availability issues and two new applications that will go before Care Council for approval in September. The two applicants with applications on "hold" will be contacted by staff to determine their current interest and availability to continue with the application process.

**MEMBERSHIP
OUTREACH
STRATEGIES**

The RWCC Guest Interest survey was revised and finalized and will be used during upcoming Care Council and committee meetings for guests only.

There HIV Awareness Days list was updated and ways to encourage Care Council member participation were discussed.

**COMMUNITY
CONCERNS/
ANNOUNCEMENTS**

The next Membership training will take place during the Care Council meeting on Oct 1, 2014.

Sept 6th ASAP will hold their annual AIDS Walk. More information will be sent out via info share regarding signing up and tabling for the event.



ADJOURNMENT

With no further business to come before the committee, the Membership Committee meeting was adjourned at 12:00 pm.