WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

**MEMBERSHIP, NOMINATIONS, RECRUITMENT AND TRAINING COMMITTEE**

**METRO WELLNESS & COMMUNITY CENTER – TAMPA**

**February 16, 2015**

# 11:00 A.M. – 12:30 P.M.

# MINUTES

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| CALL TO ORDER | The meeting was called to order by Tonicia Freeman-Foster, Chair, at 11:06 a.m. |
| ATTENDANCE | Members Present: Cristian Chandler, Tonicia Freeman-Foster, Brittany Frederick  Members Absent:,  Guests Present: Joe Parramore  Grantee Staff Present:  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 January 26, 2015 Membership meeting were approved with changes. **(M: Frederick S: Chandler)** |
| CARE COUNCIL REPORT | Tonicia Freeman-Foster gave the Care Council report for the meeting held on Feb 4, 2015 at the Children’s Board of Hillsborough County.  Aubrey Arnold reported that we are in the last month of the program year. He recently spoke with our contract manager at HRSA and she said to expect the award later this month. The award may be partial or full, as there have been conflicting reports. Aubrey feels confident that the Ryan White Program is secure and there is level funding.  Aubrey discussed an announcement sent on Friday to local Ryan White Part A providers. Providers were notified that the Part A program has been notified by the state of Florida DOH that they will no longer be supported by CAREWare and that they will have to stop using the State’s version by June 30th of this year. The grantee is working on a procurement to find a new data system with HRSA compliant vendor. This change will impact all Part A’s EMA’s in Florida and the grantee’s office has spoken with the other areas about their plans. The goal of the grantee’s office is that the new system will be user-friendly and will be as seamless as possible.  Aubrey went through the Grantee’s Response to the Assessment of the Administrative Mechanism (AAM) and addressed all findings from the AAM and their plans to rectify the findings.  Aubrey discussing the ADAP transition of clients to the ACA Marketplace. It has been a slow process statewide with a small percentage of clients who turn out to be eligible to transition.  Demarcus Holden announced that the recent Part B Request for Applications (RFA) closed and awardees were notified. Part B is currently in the process of negotiating contracts and closing out the current contract year. If providers need assistance with the RSR report, they should contact the data manager.  All the Part B contracts are now on the Part B year.  Lisa Nugent reminded the Care Council that members who receive mileage reimbursement need to have their mileage in before the end of February because the Part A contract year is closing.  Ashley Richards presented a PowerPoint on the Mother to Child Transmission.    The next Care Council meeting will be March 4, 2015. |
| **MEMBERSHIP REVIEW** | 1. New Member approval   Staff presented background and interview information for Maribel Martinez. Committee members accepted Maribel’s membership nomination and moved that she go before the Care Council for final approval in March. The membership nomination was approved unanimously.  **(M: Chandler S: Frederick)**   1. Member Terms Review   The committee reviewed the membership terms of all current Care Council members. Member terms are monitored internally by staff to ensure that members are given enough time to reapply for membership before their 3 year term expired.   1. Care Council Membership Review Past 5 years   The committee reviewed membership loss over the past 5 years to look for any outstanding trends. Membership loss over the past year has not been anything outside of the normal membership loss. Committee members reviewed this document and discussed ways to prevent membership loss by providing better training as well as providing a more realistic view of what is expected of a Care Council member.   1. Care Council Committee Membership Review   The committee reviewed the membership of each committee. Members would like to do this on a more frequent basis to utilize committee as a possible recruiting source for new members of the Care Council. |
| **MEMBERSHIP OUTREACH STRATEGIES** | Outreach Plan:  The committee discussed several ways to be more effective at recruiting new membership for all categories required by HRSA. Members talked about ways to reach out directly to individuals and organizations that may have a stake in the Ryan White process. The goal is to develop targeted recruitment letters that will explain our HRSA requirements and how sending representation would be mutually beneficial for both organizations. |
| **COMMUNITY CONCERNS/ ANNOUNCMENTS** | Members announced that the new PAC Waiver manual is up for review and can be accessed by going to AHCA’s website.  Cristian Chandler discussed upcoming bills in the state legislature to routinize HIV testing.  Members announced upcoming community events which will be shared through the information share e-mails. |
| **ADJOURNMENT** | With no further business to come before the committee, the Membership Committee meeting was adjourned at 12:37 pm. |