WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

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

**METRO WELLNESS & COMMUNITY CENTER – TAMPA**

**MONDAY, MARCH 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 11:09 a.m. |
| ATTENDANCE | Members Present: Tonicia Freeman-Foster, Brittany Frederick  Members Absent: Cristian Chandler,  Guests Present: Bernard Purcell  Grantee Staff Present:  Lead Agency Staff Present:  Health Councils Staff Present: Lisa Nugent |
| CHANGES TO AGENDA | No changes were made to the agenda |
| ADOPTION OF MINUTES | The minutes from the February 16, 2015 Membership meeting were approved with changes. **(M: Frederick S: Foster)** |
| CARE COUNCIL REPORT | Tonicia Freeman-Foster gave the Care Council report for the meeting held on March 4, 2015 at the Children’s Board of Hillsborough County.  Action items included: one new voting member, the Summary of Activities Report, and the Service Priorities for 2015-2016. Members also reviewed the Part A and Part B quarterly expenditure reports and discussed the recent SIOC meeting and the importance of consumer participation at committee meetings.  Aubrey Arnold, the Part A grantee representative, announced that his office received the notice of grant award for the 2015-2016 grant year. A partial award of $7,739,765.00 was received which includes Minority AIDS Initiative and formula funding. The balance is expected between now and May 2015.  Aubrey shared that a Request for Applications (RFA) was released last week for a replacement to CAREWare. A Part A provider meeting was held on Friday February 27 and the Grantee answered questions about the end of the contract year and the pending RFA.  Demarcus Holden announced that Part B is currently in the process of negotiating contracts and closing out the current contract year. New contracts are set to begin on April 1, 2015.  Demarcus noted the transfer of $105,000 from Polk to Hillsborough County for pharmaceuticals and dental services.  Lisa Nugent announced that the new Care Council website is getting ready to launch. An announcement will be sent when it is ready.  The next Care Council meeting will be held on April 1, 2015. |
| **MEMBERSHIP REVIEW/ NEW MEMBER APPROVAL** | Members reviewed two pending membership applications (#15-01 and #15-02) and agreed to email their official scores to Lisa Nugent. |
| **MEMBERSHIP RETREAT** | Attendees discussed the upcoming Care Council member retreat. Members wanted to identify what would be most helpful for Care Council; they want people to understand and feel connected and involved. A proposal from Joe Parramore on Conducting Successful Meetings was considered and after much consideration, the membership committee decided to save that presentation for an upcoming training and do something different in May.  Committee members decided to put together a survey for Care Council and committee members to go out in advance of the May Meeting. That survey would be used to guide the training and assist with engaging members. The committee will strive to put forth useful information in a way that can be easily understood. Attendees were to send possible survey questions to Tonicia.  Lisa reminded members that the Part A grantee was willing to call for technical assistance from the funder, HRSA. Members thought that would be great but it would have to be for the fall membership training since there would not be enough time to get everything together for May. |
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| **MEMBERSHIP OUTREACH STRATEGIES** | Attendees discussed outreach strategies. Care Council staff recently ordered pens and flyers that can be used to assist in recruitment. Tonicia and Brittany discussed upcoming events including Tampa Pride in March. It was determined that the best use of materials would be at events where a member could be present to discuss the Care Council and encourage people to attend it and other committee meetings.  Members were alerted that there are several pending applications. Tonicia asked that rural recruitment be added to the agenda next month. The Care Council is looking for members from Polk, Hernando, Manatee, and Hillsborough counties. |
| **COMMUNITY CONCERNS/ ANNOUNCMENTS** | 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 12:16 pm. |