WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

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

**METRO WELLNESS & COMMUNITY CENTER – TAMPA**

**MONDAY, AUGUST 17, 2015**

# 11:00 A.M. – 12:30 P.M.

# MINUTES

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| CALL TO ORDER | The meeting was called to order by Brittany Frederick, Co-Chair, at 11:00 a.m. |
| ATTENDANCE | Members Present: Brittany Frederick, Bernard Messier, Ginger Rockey-Johnson  Members Absent: Tonicia Freeman-Foster  Guests Present: Kristen Whitesell  Grantee Staff Present: None  Lead Agency Staff Present: None  Health Council Staff Present: Julie Gnage, Samantha West |
| CHANGES TO AGENDA | None. |
| ADOPTION OF MINUTES | The minutes from the July 20, 2015 Membership meeting were approved. **(M: Fredrick S:Messier)** |
| CARE COUNCIL REPORT | Julie Gnage gave the Care Council report for the meeting held on August 5, 2015 at the Children’s Board of Hillsborough County.  Nolan congratulated Lisa Nugent on moving into her new position as Planning Director at Suncoast Health Council and announced Joe Paramore resigned from his position as Co-Chair. Nolan also announced that August 18th, 2015 will be the 25th anniversary of the Ryan White Care Act. Dr. Rodwick was welcomed back to the committee.  Aubrey Arnold discussed that Hillsborough county has been the grantee for part A/Title One funding since 1992 and that they are about to celebrate their 23rd anniversary. They were one of the initial EMA’s (Emerging Metropolitan Areas) to receive funding; they have come a long way with this remarkable program.  Procurement is going on right now for the additional 3.5% increase awarded to the grantee, the deadline for the RFA (Request for Applications) was August 4th at 5:00 pm. There were bidders in all of the categories that were out for procurement. Team scoring for the RFA’s will start in approximately two weeks around the 18th of August. Any existing providers who are awarded funds will have them folded into their existing contracts and any new providers will have a new contract created.  We have not received the grant guidance as of today and we have not been given any indication as to when we will receive the guidance from HRSA (Health Resources and Services Administration). All of the conditions of our award for the FY 25-16 grant have been produced and transmitted successfully to HRSA including our carry over request for last year’s funding. The carry over will be placed in the direct services funding.  The replacement to CAREWare, E2 Hillsborough, was secured and the new system will formally begin on January 1, 2016. Aubrey reported that the grantee’s office has been having regular meetings with the developers, RDE Systems.  Demarcus Holden reported that the Lead Agency is beginning to schedule their monitoring for their Ryan White Part B contracts.  The Florida Department of Health- Pinellas is replacing a contract manager and they are hoping to have the position filled by the end of August. Donte Ross the new Linkage to Care person has hit the ground running and they are looking for any feedback to enhance the process.  The Director of the Florida Department of Health, Dr. Dharamraj, is retiring in November and Dr. Cho will be taking over the role.  ADAP will have a satellite office at Empath Hospice / ASAP in St. Petersburg starting in September creating a one-stop shop to open up for clients around October.  Julie Gnage reminded eligible members for millage reimbursement to submit all forms as close to the end of the month as possible, ideally after the last committee meeting that they attend.  Julie announced Lisa is officially in her new position as Planning Director at Suncoast Health Council and that Samantha West is new to Suncoast Health Council in the position of HIV/AIDS Program Manager.  Julie reminded the members that she has a new email addresses and asked that members use the new email when contacting her. Her new addresses is: Jgnage@thehealthcouncil.org.  Membership Committee presented one new member application and passed by acclamation. The Care Council welcomed Ramon Baez-Tellado. Membership also presented a bylaw revision regarding the attendance policy. The revision is to include the following: “Accepted excused absences will be considered for the following: illness/hospitalization of member, death in the immediate family of the member, jury duty or subpoena. Exemptions may be granted by the Care Council Chair under special circumstances (e.g. a member is on official Care Council business, such as at a meeting and conference on the Care Council’s behalf).” The Council will vote on the revision at their next meeting.  Membership presented the slate for the upcoming Chair and Vice- Chair elections. The floor was re-opened to nominations for Care Council Chair and Vice- Chair, due to the withdrawal of Joe Parramore for Chair. Brandi Geoit nominated Martin Clemmons Jr. for Chair.  Planning and Evaluation committee discussed the possibilities of a state wide plan or independent integrated plans completed by area.  The Women, Infants, Children, Youth and Families (WICY&F) committee discussed recruiting towards younger people and to make the meetings more women’s friendly.  The next Care Council meeting will be September 2, 2015. |
| **MEMBERSHIP NOMNIATION** | Staff presented background information for Bernice Lopez-McCoy. Committee members accepted Bernice Lopez-McCoy membership nomination and moved that she goes before the Care Council for final approval in August. The membership nomination was approved unanimously.  **(M: Frederick S: Messier)** |
| **MEMBERSHIP REPORT** | Members discussed numerical breakdown of the Care Council members by category. Staff presented the HRSA requirements that need to be targeted for membership as there are several empty positions. Members discussed various contacts to reach out to in order to fill the following positions:   * 1-Social Service Provider (Housing/Homeless) * 1- HOPWA * 1-Formerly Incarcerated |
| **MEMBERSHIP**  **APPLICATION** | Staff presented the current application for membership for the care council. Members discussed the current application process and changes to the current application. Members discussed that they would like to make several changes to the application and see a draft of them before voting on the suggested changes. |
| **MEMBERSHIP OUTREACH STRATEGIES/ PR & MARKETING FFORTS** | Members discussed the usage of social media for the gaining of new members. Ginger Rockey-Johnson spoke about crafting a message to catch the attention of social media users. Members also discussed the benefit of attending other community events such as Pride to gain members. |
| **COMMUNITY CONCERNS/ ANNOUNCMENTS** | None. |
| **ADJOURNMENT** | With no further business to come before the committee, the Membership Committee meeting was adjourned at 12:18 pm. |