

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, DECEMBER 10, 2015**

**9:30 A.M. – 11:00 A.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting was called to order by Jim Roth, Chair at 9:31 a.m. |
| **ATTENDANCE** | Members Present: Ginny Boucher, Martin Clemmons, Jr., Nicole Frigel, Kirsty Gutierrez, Sheryl Hoolsema, Vicky Oliver, Jim Roth, Elizabeth Rugg, Manuela Thomas  Members Absent: Marylin Merida  Guests Present: Garry Muenster, Lisandra Sanchez-Crespo  Recipient Staff Present:  Lead Agency Staff Present: Shelley Taylor-Donahue  Health Council Staff Present: Samantha West |
| **CHANGES TO AGENDA** | There were no changes to the agenda at this time. |
| **ADOPTION OF MINUTES** | **The minutes for November 12, 2015 were approved (M: Clemmons, S: Oliver).** |
| **CARE COUNCIL REPORT** | Kirsty Gutierrez gave the Care Council report for the meeting held on December 2, 2015.  The group accepted the nomination of one new Care Council member and one member renewal. Part A carry over and reallocation recommendations were approved as well as Part B reallocation recommendations. Members discussed the statewide HIV/AIDS Patient Care and Prevention Planning group meeting as well as a variety of World AIDS Day events that took place throughout the Total Service Area (TSA).  The next Care Council meeting will be held on January 6, 2016. |
| **PPG/PCPG UPDATE** | The group recapped the statewide HIV/AIDS Patient Care and Prevention Planning group meeting that took place earlier in the month. The first day consisted of updates from the Florida Department of Health office in Tallahassee. On the second day participants broke up into groups to discuss the statewide integrated plan objectives. On the third day the statewide integrated plan writing team met. |
| **CDC/HRSA INTEGRATED PLAN UPDATE** | The group discussed the local area integrated plan template and due dates for the various sections of the plan. Members mentioned that the resource inventory template provided by the state is not comprehensive and does not completely capture the available resources in the community. The template will be used as a starting point. Members talked about available community data that can be utilized to complete the epidemiological section of the plan. |
| **CLIENT SURVEY WORKGROUP UPDATE** | Shelley Taylor-Donahue discussed the 5 question survey targeting information on linkage to care that will be utilized in the integrated plan. The survey will be given to providers in the area through both paper and electronic mediums. The survey will target individuals who were out of care and have come back into care as well as those not currently accessing care. Survey responses will be collected throughout January and into February if there are not enough responses. Group members discussed that it would be beneficial to quantify a target rate of survey responses. Based on the 2014 care continuum for the EMA, 2,866 individuals are not in care in the area. The survey should target these individuals. The group did not determine a specific target number of responses at this time. |
| **AFFORDABLE CARE ACT/ADAP UPDATE** | There are individuals who are reporting that they were eligible for ACA plans last year, but due to changes in income are not eligible this year. Providers are working with individuals to determine which health insurance options are best for them. It was reported that the updated list of ADAP eligible clients provided by Tallahassee is running smoothly and is accurate. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | The AIDS Walk will take place on Saturday, December 12th at Vinoy Park in St. Petersburg. Metro will be hosting two ACA informational sessions in both Tampa and St. Petersburg. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:36 a.m. |