

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, FEBRUARY 11, 2016**

**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 9:33am. |
| **ATTENDANCE** | Members Present: Marty Clemmons, Jr., Kirsty Gutierrez, Marylin Merida, Jim Roth, Sheryl Hoolsema, Elizabeth Rugg, Manuela Thomas, Nicole Frigel  Members Absent: Ginny Boucher, Vicky Oliver  Guests Present:  Recipient Staff Present: Aubrey Arnold  Lead Agency Staff Present: Shelley Taylor-Donahue  Health Council Staff Present: Samantha Church, Julie Gnage |
| **CHANGES TO AGENDA** | There were no changes to the agenda at this time. |
| **ADOPTION OF MINUTES** | The minutes for December 10, 2015 were approved (M: Clemmons, S: Merida). The minutes for January 14, 2016 were approved (M: Clemmons, S: Merida). |
| **CARE COUNCIL REPORT** | Care Council was canceled for the month of February. The next meeting will take place on March 2, 2016. |
| **CDC/HRSA INTEGRATED PLAN EPIDEMIOLOGIC OVERVIEW, CARE CONTINUUM, DATA, AND RESOURCE INVENTORY** | Samantha Church and Julie Gnage presented additions to the Epidemiologic Overview section of the CDC/HRSA Integrated Plan that were not included in the presentation in January. Additions include community-level CD4 and viral load counts for Part A and Part B clients as well as EMA-wide Ryan White utilization demographics. Members suggested adding Part D client CD4 and viral load counts.  Aubrey Arnold presented the draft Data: Access, Sources, and Systems section of the plan. Members noted that prevention databases such as eHARS and PRISM should be added to the data sources portion of the section.  Jim Roth and Shelley Taylor-Donahue presented the Resource Inventory section of the plan. Members discussed adding another table to the section that details Ryan White funded full-time equivalents (FTEs) to give a comprehensive view of the EMA workforce. Members also suggested sending out a provider survey to assess what resources are missing in the community and what steps the community is taking to secure new programs and funding opportunities.  **Sheryl Hoolsema motioned to accept the following Integrated Plan sections with edits:**  **Epidemiologic Overview**  **Care Continuum**  **Data: Access, Sources, and Systems**  **Financial and Human Resources Inventory**  **Marylin Merida seconded the motion. The motion passed by acclamation.** |
| **CLIENT SURVEY UPDATE** | Shelley Taylor-Donahue informed the group that she received over 1,000 survey responses for the linkage-to-care survey that was distributed at 11 different providers. Responses came from all Care Council counties. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | The Care Council will host a booth at Tampa Pride on March 26th.  Metro will begin a Hepatitis C testing pilot project with the Department of Health.  The Part D program has applied for a supplemental youth grant and is also trying to start a program called ‘In the Mix’ to improve medication adherence and develop community leaders.  Pinellas Care Clinic will be moving into Home 3050 on February 23-24th. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 11:11am. |