

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, APRIL 14, 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 9:38am. |
| **ATTENDANCE** | Members Present: Marty Clemmons, Kirsty Gutierrez, Marylin Merida, Vicky Oliver, Jim Roth  Members Absent: Ginny Boucher, Nicole Frigel, Elizabeth Rugg, Manuela Thomas,  Guests Present: Court Holloway, Lisa Nugent, Dave Konnerth  Recipient Staff Present: Aubrey Arnold  Lead Agency Staff Present: Shelley Taylor-Donahue  Health Council Staff Present: Samantha Church |
| **CHANGES TO AGENDA** | There were no changes to the agenda at this time. |
| **ADOPTION OF MINUTES** | The minutes for March 10, 2016 were approved (M: Clemmons, S: Merida). |
| **CARE COUNCIL REPORT** | The Care Council meeting was held on April 6, 2016.  The Resource Prioritization & Allocation Recommendations (RPARC) committee presented the Part B Assessment of the Administrative Mechanism (AAM) report, Part B allocation recommendation, as well as expenditure reports for Part A and B.  The Collaborations/ Partnerships/Stakeholders, People Living with HIV/Community Engagement, as well as Epidemiologic Overview sections of the Integrated Plan were approved by the Council.  The Membership Committee welcomed three new members and approved three member renewals. |
| **CDC/HRSA INTEGRATED PLAN NEEDS/GAPS/BARRIERS, GOALS/OBJECTIVES/ACTIVITIES, AND MONITORING** | Samantha Church presented the Needs/Gaps/Barriers, Goals/Objectives/Activities, as well as Monitoring and Improvement sections of the plan.  The group discussed changes to the draft version of the plan.  **Vicky Oliver motioned to accept the following Integrated Plan sections with edits:**  **Needs/Gaps/Barriers**  **Goals/Objectives/Activities**  **Monitoring and Improvement**  **Marylin Merida seconded the motion. The motion passed by acclamation.**  Lisa Nugent informed the group that she will be compiling all the Integrated Plan sections that have been approved by the Planning and Evaluation and Care Council into a final document. She will edit the document as needed. The final Integrated Plan for the local area will be sent to the committee in May to review. It will also be sent to the AIDS Institute in May to be added to the Florida statewide plan. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | The statewide Prevention Planning Group (PPG) and Patient Care Planning Group (PCPG) will hold a meeting on April 26th and 27th to discuss the statewide Integrated Plan. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:51am. |