WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

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

**METRO WELLNESS & COMMUNITY CENTER**

**MONDAY, JULY 18, 2016**

# 11:00 A.M. – 12:30 P.M.

# MINUTES

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| CALL TO ORDER | The meeting was called to order by Kristen Whitesell, Member, at 11:11 p.m. |
| ATTENDANCE | Members Present: Brittany Frederick, Tonicia Freeman-Foster, Charlie Hughes, , Kristen Whitesell  Members Absent: Ginger Rockey-Johnson  Guests Present: Guttenberg Pierre, Jr.  Grantee Staff Present: None  Lead Agency Staff Present: None  Health Council Staff Present: Julie Gnage |
| CHANGES TO AGENDA | None. |
| ADOPTION OF MINUTES | The minutes from the March 21, 2016 were approved. **(M: Fredrick S: Whitesell)** |
| CARE COUNCIL REPORT | Care Council was given by Staff.  The Care Council meeting was held on July 6, 2016.  The Chair, Marty Clemmons, explained that the Patient Care Planning Group (PCPG) elections were being held to represent the Care Council for two years. Brandi Geoit nominated Nolan Finn. Charlie Hughes nominated himself. **Marty called for a hand vote. Nolan was selected as the PCPG representative and Charlie was selected as the alternate.**  Aubrey Arnold, the Part A Recipient representative gave the council an overview of what their office does and is responsible for to refresh the committee as part of the Care Council spotlight. Aubrey informed the Council that our area has been assigned a new project officer from HRSA. Her name is Tempest Woodard. Aubrey noted that they are busy completing reports for HRSA including the Program Terms Report and the Annual Progress Report. The annual grant application is expected in August.  Demarcus Holden announced that all contracts for the new state fiscal year (beginning July 1) have been executed as part of the Lead Agency report.  Care Council planning staff reported that Lisa Nugent will be serving as the interim Planning Manager until the position can be filled.  The Community Advisory Committee discussed the results of the WICY&F spring event survey noting that that Literacy was an issue for the area as well as transportation housing and the need for more peer-led programs.  The Membership Committee reported that there are a few open seats for the council as well as a need for representation from outlaying counties Hernando, Highlands and Manatee.  Jim Roth, Chair of the Planning and Evaluation committee presented the draft of the Service Category Survey to the Council, which passed upon the roll call vote.  Nolan Finn, Chair of the RPARC committee discussed the Part A & Part B expenditure reports as well as the 2016-2017 Allocation report for Part A.  Bernard Washington, Chair of WICY&F discussed their spring event and survey results.  **The next Care Council Meeting will be on August 3rd and take place at the Hillsborough County Children’s Board.** |
| **REVIEW OF COMMITTEE GOALS AND WORK SCOPE** | Members reviewed the 2015-2016 work plan for the committee, noting tasks that have already been completed, in progress and to be completed in the future. The committee would like to review this monthly to ensure they stay on track with their goals. |
| **RESULTS OF RETREAT ACTIVITY** | Members discussed the items from the retreat that have already been implemented as well as plans to implement a few more suggestions over time from the results of the retreat activities. |
| **MEMBERSHIP REPORT** | Members discussed the numerical breakdown of the Care Council members by category. Staff presented the HRSA requirements that need to be targeted for membership. Members discussed focusing on recruitment based on age and demographics and counties represented. |
| **BYLAW REVIEW** | Members decided to hold the review of changes until the chair is present at the next meeting. |
| **MEMBERSHIP OUTREACH STRATEGIES/ PR & MARKETING EFFORTS** | Members discussed future events for the council to be a part of in order to gain more membership. They discussed that we should recruit starting at the committee level. They discussed about working with USF college of public health, social work and other community related programs to gain membership. |
| **COMMUNITY CONCERNS/ ANNOUNCEMENTS** | None at this time. |
| **ADJOURNMENT** | With no further business to come before the committee, the Membership Committee meeting was adjourned at 10:58 a.m. |