

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, MAY 12, 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 9:32am. |
| **ATTENDANCE** | Members Present: Marty Clemmons, Kirsty Gutierrez, Vicky Oliver, Jim Roth, Elizabeth Rugg, Nicole Frigel  Members Absent: Ginny Boucher, Marylin Merida  Guests Present: Court Holloway, Lisa Nugent, Bernard Messier, Joy Winheim  Recipient Staff Present: Aubrey Arnold  Lead Agency Staff Present: Demarcus Holden, Shelley Taylor-Donahue  Health Council Staff Present: Samantha Church |
| **CHANGES TO AGENDA** | The group added discussion of the current service priority rankings as item VIII. on the agenda. |
| **ADOPTION OF MINUTES** | The minutes for April 16, 2016 were approved (M: Clemmons, S: Oliver). |
| **CARE COUNCIL REPORT** | The Care Council meeting was held on May 4, 2016.  Members approved the final three sections of the Integrated Plan: Needs/Gaps/Barriers, HIV Prevention and Care Plan, as well as Monitoring and Improvement.  The Membership Committee welcomed one new member and facilitated a membership retreat. |
| **CDC/HRSA INTEGRATED PLAN** | Lisa Nugent informed the group that the Tampa/St. Pete area’s section of the Integrated Plan will be submitted to the AIDS Institute on 5/16/16. There were minor edits to the document including removing duplicate wording and grammar edits. She also notified the group that the local area received revised epidemiologic data from the Department of Health in Tallahassee. This revised data changes previously written sections of the plan. While it’s too late to change the previously approved sections of the plan, there will be a paragraph added to the Integrated Plan explaining that the numbers utilized are unadjusted. The adjusted numbers will be reflected in next year’s epidemiologic overview update. The number of new infections in the Eligible Metropolitan Area (EMA) has decreased by about 200 cases. |
| **STANDARDS, ISSUES AND OPERATIONS COMMITTEE (SIOC) DISCUSSION** | The Insurance Services Program (ISP) is no longer accepting new clients and some currently waitlisted clients may not be able to be served this month due to insufficient funding. 200 new clients enrolled into the ISP program between January and March of this year. There are currently 70 enrolled premium clients, 120 enrolled co-pay clients and 758 waitlisted clients. The community has seen an increase in clients enrolling in case management services as well as ISP. The community has also noticed an increase in insurance premium costs.  The SIOC meeting was called to provide temporary assistance to ISP, but there is a need to continue to discuss unmet need at the Resource, Prioritization and Allocation Recommendations Committee (RPARC). SIOC approved a $15,000 Part B general revenue allocation to ISP. |
| **SERVICE PRIORITY RANKING DISCUSSION** | The group discussed the current service priority rankings and the need to collect new data from the community on service needs. University of Florida is putting together a Needs Assessment survey that will be sent out to the local area, but the survey will not be disseminated until later this year. Members discussed drafting a simple survey that can be disseminated to the local area through Ryan White providers. The survey will ask clients to rank their top service needs. Planning Council staff will create a survey draft that will be presented to the committee at the next meeting. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | The Women, Infants, Children, Youth and Families (WICY&F) committee will host their Spring Jam on 5/12 at 5:30pm at Metro Wellness in Ybor.  William Harper from ASAP will be leaving his position. There will be a farewell event on Monday, May 16th for him.  Dining Out for Life will take place on May 19th.  Francis House is selling tickets for the Ray’s game on the 28th.  West Coast AIDS Foundation will host Drag Bingo at Hamburger Mary’s on June 12th. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:50am. |