

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, NOVEMBER 10, 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 9:32 a.m. |
| **ATTENDANCE** | Members Present: Marty Clemmons, Court Holloway, Sheryl Hoolsema, Marylin Merida, Vicky Oliver, Jim Roth, Elizabeth Rugg  Members Absent: Ginny Boucher, Nicole Frigel, Kirsty Gutierrez  Guests Present: N/A  Recipient Staff Present: Aubrey Arnold  Lead Agency Staff Present: Demarcus Holden, Floyd Egner  Health Council Staff Present: Lisa Nugent, Samantha Nevins, Katie Scussel |
| **CHANGES TO AGENDA** | Item five, Care Council Report, was removed from the agenda. There was no Care Council meeting in November. |
| **ADOPTION OF MINUTES** | The minutes for September 8, 2016 were approved **(M: Clemmons, S: Oliver).** |
| **CARE COUNCIL REPORT** | The Care Council did not meet in November. The next meeting is scheduled for December 7, 2016. |
| **FINAL COMMITTEE WORK PLAN** | The committee reviewed and accepted the final changes made to the Committee Work Plan. |
| **SERVICE CATEGORY SURVEY** | Members discussed the client survey intended to assess perceived priority of Ryan White-funded service categories. Suncoast Health Council prepared a report on this survey and highlighted the findings. Staff reported that ranking in the survey question was confusing for respondents and should not be used in the future. The survey was offered in both paper format and online through a link posted to Facebook. The online version did not receive many responses. Members discussed how to use the findings from this survey and concluded that, due to the low response rate and confusion over ranking, the results would be used cautiously. The survey found that the most important service categories were HIV medications, primary care, case management, health insurance services, and basic dental care, which validates what is already prioritized. The report will be passed on to the Care Council for informational purposes.  Members discussed the need to push the larger statewide needs assessment survey to improve response rate. Members discussed issues with over-surveying clients. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | The combined meeting for the Prevention Planning Group (PPG) and Patient Care Planning Group (PCPG) was held on November 2, 2016. It was a general update meeting and there were many presentations by Tallahassee staff. Floyd Egner noted a presentation by Dr. Beal on the success of Test and Treat strategies.  A link to the statewide plan will be added on the Care Council’s website.  Open enrollment is starting soon for the Health Insurance Marketplace. Demarcus Holden, Floyd Egner, and Aubrey Arnold prepared a training for case managers to help give clients the best strategies for selecting and maintaining coverage. The training will be held on November 18, 2016.  On November 16, 2016 there will be a bingo for charity held at Punky’s Bar & Grill supporting ASAP and the AIDS Walk. The AIDS Walk will be December 10, 2016. Information is available at empathhealth.org.  December 1, 2016 is World AIDS Day. The Florida Department of Health in Pinellas will be holding an event at the St. Petersburg College Gibbs campus offering free HIV testing, education, STD/STI screening, and food vendors.  The Part B Request for Applications (RFA) has been posted to Ryan White services in the Total Service Area. Awards will be announced in late 2016/early 2017.  Additional announcements will be shared via the Ryan White InformationShare. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:37 am. |