WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

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

**METRO WELLNESS & COMMUNITY CENTER**

**MONDAY, FEBRUARY 20, 2017**

# 11:00 A.M. – 12:30 P.M.

# MINUTES

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| CALL TO ORDER | The meeting was called to order by Ginger Rockey-Johnson, Chair, at 11:10 AM. |
| ATTENDANCE | Members Present: Tonicia Freeman-Foster, Charlie Hughes, Ginger Rockey-Johnson  Members Absent: Brittany Frederick  Guests Present: None  Recipient Staff Present: None  Lead Agency Staff Present: None  Health Council Staff Present: Lisa Nugent, Katie Scussel |
| CHANGES TO AGENDA | None. |
| ADOPTION OF MINUTES | The minutes from December 19, 2016 were approved **(M: Hughes, S: Freeman-Foster).** |
| CARE COUNCIL REPORT | The Care Council met on February 1, 2017. The Part A recipient announced the successful launch of e2Hillsborough in January and stated that there will be several improvements made in the coming months. The Part B Lead Agency announced several guests at the meeting, including two contract managers from the Lead Agency and two visitors from the Florida Department of Health’s central HIV office.  Official business included: the approval of one new member and a vote to accept the revisions to the bylaws. |
| **REVIEW OF COMMITTEE GOALS AND WORK SCOPE** | The committee reviewed the committee work plan and discussed upcoming trainings and possible events for outreach. Tonicia Freeman-Foster will be presenting on the Care Council to Florida Healthy Transitions to attract more youth involvement. Charlie Hughes will bring recruitment materials to an upcoming Vision Board for Advocacy event hosted by AIDS Healthcare Foundation on February 23, 2017. There will also be opportunities for recruitment at an upcoming event for National Women and Girls HIV/AIDS Awareness Day on March 10, 2017.  The committee discussed bringing Tampa and St. Pete city event calendars to the next meeting to discuss future events for recruitment. They will also discuss distributing a flyer or a letter to providers for recruitment.  The committee discussed designing a survey for former members of the Care Council to gauge satisfaction with the Care Council and how to improve to retain members. Members also discussed designing an infographic to show the different roles of the committees. |
| **MEMBERSHIP REPORT** | Staff presented on the current number and demographics of Care Council members. There are 24 current members and 46% are PLWHA. Recruitment should focus on attracting more men, blacks, youth, and people in their 40’s and 50’s. There is one open HRSA mandated seat, which is State Medicaid Agency.  **Members discussed the attendance of Gregory McConnell and agreed that at this time he is unable to meet the attendance requirements and will be recommend to be removed from the Care Council (M: Freeman-Foster, S: Rockey-Johnson). The motion passed by acclamation.** |
| **SPRING 2017 TRAINING SEMINAR** | Members discussed conducting a training seminar on cultural competence/diversity in Spring 2017. Members stated that Brittany Frederick, who was not present at the meeting, may know a speaker to schedule. |
| **NEW MEMBER APPLICATIONS** | The committee scored and voted on one new member application. **The application was approved (M: Freeman-Foster, S: Hughes) The motion passed by acclamation.** |
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| **STAFF MEMBERSHIP PROCEDURES** | Staff presented the internal procedures for processing member applications. |
| **COMMUNITY CONCERNS/ ANNOUNCEMENTS** | There were no additional community concerns or announcements. |
| **ADJOURNMENT** | With no further business to come before the committee, the Membership Committee meeting was adjourned at 12:02 p.m. |