

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, MARCH 9, 2017**

**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 9:33 a.m. |
| **ATTENDANCE** | Members Present: Ginny Boucher, Marty Clemmons, Marylin Merida, Vicky Oliver, Jim Roth  Members Absent: Eda Dugas, Nicole Frigel, Kirsty Gutierrez, Court Holloway, Sheryl Hoolsema, Elizabeth Rugg  Guests Present: None  Recipient Staff Present: Aubrey Arnold  Lead Agency Staff Present: Floyd Egner, Demarcus Holden  Health Council Staff Present: Lisa Nugent, Katie Scussel |
| **CHANGES TO AGENDA** | None |
| **ADOPTION OF MINUTES** | The minutes for February 9, 2017 were tabled to be voted on at the next meeting. |
| **CARE COUNCIL REPORT** | The Care Council met on March 1, 2017.  Official business included: the approval of one new member and the removal of one member.  The Recipient’s response to the Assessment of the Administrative Mechanism was presented. Each committee provided a brief update and members discussed member retention and committee attendance. |
| **HIV CARE CONTINUUM** | Members reviewed the 2015 HIV Care Continuum slide for the Eligible Metropolitan Area (EMA) and compared it to the State of Florida and other Florida EMA’s. In the Tampa- St. Pete area during 2015, 95% of People Living with HIV were Ever in Care, 78% were In Care, 71% were Retained in Care, and 62% had a Suppressed Viral Load. Members discussed the definitions for each item and the corresponding sections of the integrated plan and the Part A grant application.  Next month, the committee will review the updated epidemiology data. |
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| **QUALITY MANAGEMENT MEASURES** | The committee’s work plan calls for an annual review of quality management data that could be useful in system wide planning. The quality management consultant, David Cavalleri, called in and reviewed the 2016-2017 Continuous Quality Improvement Program Summary report. Members discussed performance measures related to the HIV continuum and data points available for analysis from CAREWare and e2Hillsborough. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | Members discussed the draft Needs Assessment survey results. The local area had approximately 300 results from the total service area. The Needs Assessment report cautioned against generalizing the results due to the lower than expected sample size. The report will include more local information when it is finalized. The committee will review the final report once it is released.  Additional announcements for events will be shared through the InfoShare email. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:55 am. |