WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

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

**CHILDREN’S BOARD OF HILLSBOROUGH COUNTY**

**MONDAY, JUNE 19, 2017**

# 11:00 A.M. – 12:30 P.M.

# MINUTES

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| CALL TO ORDER | The meeting was called to order by Charlie Hughes, Chair, at 11:02 AM. |
| ATTENDANCE | Members Present: Tonicia Freeman-Foster, Charlie Hughes, Debbie Stephey  Members Absent: Brittany Frederick  Guests Present: Vincent Kaborycha  Recipient Staff Present: None  Lead Agency Staff Present: None  Health Council Staff Present: Naomi Ardjomand-Kermani, Katie Scussel |
| CHANGES TO AGENDA | None |
| ADOPTION OF MINUTES | **The minutes from April 17, 2017 were approved (M: Freeman-Foster, S: Hughes).** |
| CARE COUNCIL REPORT | The Care Council met on June 7, 2017. Members discussed changes and possible elimination of Project AIDS Care (PAC) waivers. The Recipient discussed the new contract for Hernando County Dental and informed the Care Council that services would resume with the new provider that day. The Recipient also announced some improvements to the e2 Hillsborough system, including a document uploader feature.  The Membership Committee presented on the elections for Care Council Chair and Co-Chair. Nominations maybe accepted up until the July Care Council meeting.  Official business included the approval of one new member. |
| **MEMBERSHIP REPORT** | Staff presented on the current number and demographics of Care Council members. There are 25 current members and 48% are PLWHA. Recruitment should focus on attracting more men, Blacks, Hispanics, people in their 40’s and 50’s, and representatives from Hardee, Manatee, and Pinellas counties. There is one open HRSA mandated seat, which is State Medicaid Agency. |
| **NEW MEMBER APPLICATIONS** | The committee scored and voted on one new member application.  **The application for applicant number 617-1 was approved (M: Freeman-Foster, S: Hughes). The motion passed by acclamation.** |
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| **MEMBER REMOVALS** | **Members reviewed the attendance records of Sherri Montiy and Dean Underwood and recommended that they be removed from the Care Council due to non-attendance (M: Freeman-Foster, S: Hughes). The motion passed by acclamation.**  Staff will contact both Sherri and Dean to let them know that they will be up for removal at the July Care Council meeting and that they may attend this meeting if they would like to make their case for continuing their membership. |
| **APPROVAL OF SLATE FOR CHAIR AND VICE CHAIR ELECTIONS** | Members discussed the current slate for the upcoming election and reviewed the nomination process. The floor will be closed for nominations as of the July Care Council meeting. At that time, the slate will sit on the floor for 30 days until it is voted on in August. Last minute nominations may be made before voting at the August meeting. Co-Chair Tonicia Freeman-Foster agreed to present the slate at the July Care Council meeting.  **Members voted to approve the 2017 Slate of Candidates for Care Council Chair and Vice Chair (M: Freeman-Foster, S: Hughes).** |
| **SPRING 2017 TRAINING SEMINAR RECAP** | Members discussed the training on gender identity and transgender cultural competence that was conducted by staff member Naomi Ardjomand-Kermani at the May Care Council meeting. Members thought the presentation was very engaging, informative, and very well-received by Care Council members. |
| **FOLLOW UP QUESTIONS FOR FORMER MEMBERS** | Members discussed how to use the exit interview questions for Members who leave the Care Council that were brainstormed during the last meeting. Members decided to add a disclaimer to the Membership application that states that by submitting an application to the Care Council, applicants agree to have their contact information shared with a member of the Membership committee for the purpose of conducting their application interview and an exit interview should they choose to leave the Care Council. |
| **REVIEW OF WORK PLAN** | Members reviewed the committee work plan and discussed adding new goals for engagement and retention. Members will continue to discuss this topic before the work plan is updated in September for the 2017-2018 program year. Members discussed updating the Bylaws and orientation manual in the coming months. |
| **COMMUNITY CONCERNS/ ANNOUNCEMENTS** | Members reviewed the demographics report and answered some questions regarding county representation. County representation requirements reflect data from the previous year’s grant application and will be updated according to the new grant application this fall.  Pasco World AIDS Day Committee will be having a Divas and Dudes event on July 28th at the Civic Lakes Association in New Port Richey. There will be food, prizes, and drag queens. More information will be available in the InfoShare.  Members agreed to have the next new member orientation at the July Care Council meeting. |
| **ADJOURNMENT** | With no further business to come before the committee, the meeting was adjourned at 11:54 p.m. |