

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, OCTOBER 12, 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 9:32 a.m. |
| **ATTENDANCE** | Members Present:, Jim Roth, Charlie Hughes, Marylin Merida, Lisa Condor, Kirsty Gutierrez, Sheryl Hoolsema  Members Absent:, Nicole Kish, Ginny Boucher, Elizabeth Rugg, Vicky Oliver  Guests Present: Kimberly Quinn  Recipient Staff Present: Dorinda Seth  Lead Agency Staff Present: none  Health Council Staff Present: Lisa Nugent, Naomi Ardjomand-Kermani, Katie Scussel |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | The minutes for July 12, 2017 were approved **(M:Hughes, S: Hoolsema)**.  The minutes for August 17, 2017 were approved **(M: Hoolsema, S: Hughes)**. |
| **CARE COUNCIL REPORT** | The Care Council met on October 4, 2017.  Official business included: Approval of 4 new members and 2 member renewals as well as adoption of the 2017-2018 Allocation Recommendations.  The recipient reported that we have received a two week extension for the Part A grant submission and the grant writing team is making great progress. A draft narrative will be available for any interested persons, for review and comment, once the narrative is complete. The budget for FY18 has a 10.8 million ceiling and as such, we are requesting 10.8 million dollars.  The Request For Applications (RFA) is out for the procurement process, with an addendum going out to answer any questions asked at the September conference at the Children’s Board of Hillsborough County – they are currently in the “code of silence” period.  The Part B rebate has been announced and HIV/AIDS Program Coordinators (HAPCs) have been informed that they will be receiving an additional 375 thousand dollars in extra dollars to put into Part A at Hillsborough County Health Department for Emergency Financial Assistance (EFA). The current EFA money will be routed to other additional services in need. Next year, we are potentially looking at even more money in rebates from Part B.  The Lead Agency reported that rebate dollars will be explained at the November Prevention Planning Group (PPG) Patient Care Planning Group (PCPG) meeting. October 12 is the annual all-day in-service for Pinellas County Health Department and the AIDS Drug Assistance Program (ADAP) office will be closed.  The Leady Agency conference was moved due to Hurricane Irma and a conference call with be scheduled in lieu of a conference sometime in November. |
| **PAC WAIVER DISCUSSION** | Kimberly Quinn, from the Agency for Health Care Administration (ACHA), attended the committee meeting to report that 2017 legislation dictated that AHCA was to consolidate 3 waivers: Project AIDS Care (PAC), Cystic Fibrosis, and Traumatic Brain Injury waivers. Changes will be take effect January 1, 2018 and will involve approximately 1,200 Ryan White recipients being rolled over to Long Term Care (LTC) plans. Individuals who only receive case management through the PAC waiver will continue to receive case management services through Medicaid Managed Care (MMA) plans.  Additional services that will be included through LTC plans are respite care, attendant care, massage therapy, and many other therapy services. This will mean expanded benefits and greater access to services, one such example being home delivered meals increasing from a maximum of 2 meals to however many meals needed by the client.  Recipients will receive acute care services through MMA/d-SNPs (Dual Eligible Special Need Plans) and their care will not change. Home and community based services will be moved to LTC programs. |
| **REVIEW OF THE SERVICE PRIORITIZATION WORKSHEET** | Members reviewed the Service Prioritization worksheet and noted the separation of AIDS Pharmaceutical Assistance (APA) and Emergency Financial Assistance (EFA). Members determined that, based off of the 2016 Patient Needs Assessment report, that there was not enough information to make major changes to the priorities as they currently stand. However, members decided to switch service priorities #8 and #10.  The Service Prioritization Worksheet was approved, with the above changes (**M: Gutierrez, S: Merida**) and passed with acclamation. |
| **CHAIR AND CO-CHAIR ELECTIONS** | Jim Roth was nominated for Chair and approved by the committee (**M: Merida, S: Hughes**).  Kirsty Gutierrez was nominated for Co-Chair and was approved by the committee (**M: Merida, S: Hughes**).  Jim Roth and Kirsty Gutierrez were voted in as Chair and Co-Chair, respectively, and the vote passed with acclamation. |
| **MEETING DAY, TIME, LOCATION** | Members decided to retain the meeting day, time, and location for the second Thursday of every month, from 9:30am-11:00am, at the Suncoast Hospice.  (**M: Hoolsema, S: Merida**) |
| **COMMITTEE WORK PLAN** | Members reviewed the committee work plan and made several small changes to wording as well as dates. Under “Implement the Integrated Plan” a step 3b was added to review Youth (13-24) HIV-related data, through Part D data points.  (**M: Merida, S: Hughes**) |
| **DISCUSSION OF HURRICANE MARIA’S POTENTIAL IMPACT ON RYAN WHITE** | Recipient staff, Dorinda Seth, informed the committee that meetings have taken place in which designating Hillsborough County as a host city, for those Puerto Ricans displaced by Hurricane Maria, has been discussed.  If this occurs, Hillsborough County may receive Federal Emergency Management Agency (FEMA) money in order to support those displaced individuals.  Dorinda requested, of case management agencies, that they track and report any new clients, from Puerto Rico, to Part A. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | The Community Advisory Group (CAG) face-to-face meeting will take place during the second or third week of November.  Staff reminded Care Council members to send their alternates to the November Care Council meeting in order to make quorum, as many voting members will be out for the Prevention Planning Group (PPG) Patient Care Planning Group (PCPG) meeting.  The Recipient reminded attendees that scoring of the Request for Applications (RFA) will be taking place in late November and interested volunteers were requested to contact Part A. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:39 am. |
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