WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

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

**CHILDREN’S BOARD OF HILLSBOROUGH COUNTY**

**MONDAY, SEPTEMBER 18, 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 11:03 AM. |
| ATTENDANCE | Members Present: Tonicia Freeman-Foster, Charlie Hughes, Jeffrey Lluberes  Members Absent: Vincent Kaborycha, Debbie Stephey  Guests Present: Charles Lee  Recipient Staff Present: None  Lead Agency Staff Present: None  Health Council Staff Present: Katie Scussel |
| CHANGES TO AGENDA | None |
| ADOPTION OF MINUTES | **The minutes from August 21, 2017 were approved (M: Freeman-Foster, S: Lluberes).** |
| CARE COUNCIL REPORT | The Care Council met on September 6, 2017. There were no items voted on as the Council did not have quorum.  The Recipient reported that the Part A request for applications (RFA) procurement document is will be finished in late September. The Recipient is still looking for reviewers to assist with scoring in mid-November. Anyone who is interested in being on the scoring team should contact Aubrey Arnold.  The 2018 grant guidance has been released. The writing team is currently working on the grant application with an October 30th deadline. This year, there is a ceiling cap on funding at 10.8 million.  Health Council Staff reminded members that due to scheduling issues with the Children’s Board, several upcoming meetings will be held at alternate locations. Health Services Advisory and Women, Infant, Children, Youth, and Families will be meeting at Metro Wellness in Ybor. The next Care Council meeting will be at Suncoast Hospice in Clearwater. |
| **MEMBERSHIP REPORT** | Staff presented on the current number and demographics of Care Council members. There are 19 current members and 53% are PLWHA. Recruitment should focus on attracting more men, Blacks, Hispanics, people in their 40’s and 50’s, and representatives from Highlands, Hardee, Manatee, and Pinellas counties. There is one open HRSA mandated seat, which is State Medicaid Agency. |
| **ELECTION OF CHAIR AND CO-CHAIR** | The committee decided to postpone the Chair and Co-Chair election until the next meeting as several members were absent. |
| **MEETING TIME/DATE/LOCATION** | **A motion was made to keep the meeting time, day, and location the same (M: Freeman-Foster; S: Lluberes).** The motion passed by acclamation. |
| **COMMITTEE WORK PLAN, 2017-2018** | The committee reviewed the 2016-2017 work plan and discussed changes for the 2017-2018 program year. The committee discussed adding an additional “Retention” item to the work plan. In order to reach this goal, the committee plans to conduct biannual surveys of current members in tandem with the training seminars in order to gauge member participation and engagement.  **The committee voted to adopt the work plan for 2017-2018 with the above changes (M: Freeman-Foster; S: Lluberes).** |
| **COMMUNITY CONCERNS/ ANNOUNCEMENTS** | The Tampa Care Clinic and Francis House have formed a committee to plan a World AIDS Day event at Francis House. More information will be available at a future date. |
| **ADJOURNMENT** | With no further business to come before the committee, the meeting was adjourned at 11:35 AM. |