

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, NOVEMBER 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 9:31 a.m. |
| **ATTENDANCE** | Members Present:, Jim Roth, Charlie Hughes, Marylin Merida, Lisa Condor, , Sheryl Hoolsema, Nicole Kish, Ginny Boucher, Elizabeth Rugg  Members Absent: Vicky Oliver, Kirsty Gutierrez  Guests Present: Court Holloway  Recipient Staff Present: Dorinda Seth  Lead Agency Staff Present: Floyd Egner, Demarcus Holden  Health Council Staff Present: Lisa Nugent, Naomi Ardjomand-Kermani |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | The minutes for October 12, 2017 were approved **(M: Hughes, S: Merida)**. |
| **CARE COUNCIL REPORT** | The Care Council met on November 1, 2017.  Official business included: Approval of 1 new member and 1 member renewal as well as adoption of the 2017-2018 Service Prioritization.  The recipient informed members that the Request For Applications (RFA) process deadline, for proposals, is November 14, 2017. Almost all services are out for bid; proposals must be submitted to the Board of County Commissioners (BOCC). Schedule information can be found on the Hillsborough County website. Approximately 30 people have been secured for RFA scoring.  Significant enhancements have been made to e2Hillsborough, including an 837 clinical enhancement.  Ryan White HIV/AIDS Program Services Report (RSR) to be released in mid-November for the 2017 year. By releasing the RSRs as quickly as possible, providers will have more time to review.  The Part A grant application is completed and is in the process of being submitted.  The lead agency reported that delayed invoices, attributed to Hurricane Irma, will make Part B appear to be behind in spending, but to assured members that they are on track.  Members were informed that the new contract season is starting for prevention contracts renewal. |
| **PPG/PCPG UPDATE** | Jim Roth informed members that the AIDS Drug Assistance Program (ADAP) rebates were discussed and mentioned that the process, for rebates, will be different next year. Rebate money must be spent before other funding, but monies will not be received until after money is spent, thus potentially creating accounting issues. Jim went on to say that money can be spent on non-core services and members asked questions related to how spending the rebate money is determined. Members discussed using rebate monies for housing and other logistics. |
| **REVIEW INTEGRATED PLAN** | Members reviewed the integrated plan and member Charlie Hughes shared, with the group, the integrated plans goals, presented at the Gay Men’s Work Group.  Members asked questions regarding data collection for integrated plan strategies and it was determined that data will be sent to the Suncoast Health Council staff to be compiled and presented. Members discussed strategy goals met for 2017. Chair, Jim Roth, requested that a discussion, regarding progress made on the integrated plan, be added to the January P&E agenda. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | Floyd Egner announced that the Department of Health will be holding its first ever meeting for all lead agencies in Florida, December 5-7 at Embassy Suites at the University of Florida. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:41 am. |
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