

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, FEBRUARY 8, 2018**

**9:30 A.M. – 11:00 A.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting was called to order by member Sheryl Hoolsema at 9:44 a.m., due to the absence of both Chair and Co-Chair. |
| **ATTENDANCE** | Members Present: Lisa Condor, Charlie Hughes, Sheryl Hoolsema, Nicole Kish  Members Absent: Charlie Hughes, Jim Roth, Marylin Merida, Elizabeth Rugg, Vicky Oliver, Kirsty Gutierrez, Ginny Boucher  Guests Present: None.  Recipient Staff Present: Aubrey Arnold  Lead Agency Staff Present: Floyd Egner  Health Council Staff Present: Lisa Nugent, Naomi Ardjomand-Kermani, Katie Scussel |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | The adoption of minutes for January 11, 2018 was tabled due to a lack of quorum. |
| **CARE COUNCIL REPORT** | The Recipient, Aubrey Arnold, gave notice to members that a partial grant has been received for FY 18-19. Aubrey went on to announce that e2Hillsborough’s 837 is now launched and live. There is an accounting position open and the Recipient is currently recruiting to fill the spot. Part A is wrapping up monitoring, with one provider left for site visits and is planning to offer a webinar, on program income, for the provider network, sometime in the first half of 2018.  The Lead Agency announced that the 90 day prescription program, through the AIDS Drug Assistance Program (ADAP) is going well, but experiencing delays from the Central Pharmacy. Floyd Egner announced that the Lead Agency is in the final stages of monitoring for Part B. Floyd went on to inform members that the Ryan White HIV/AIDS Program Services Report (RSR) reporting is due this month for providers and CAREWare data entry, for 2017, should be 100%. Congratulations were also offered to the community for the success in imploring Publix to offer Pre-Exposure Prophylaxis (PrEP) to employees under their company insurance.  There will be a mandatory Part A & B meeting at Pinellas County Health Department on March 27, 2018, with a detailed agenda to come. Topics will include issues with CAREWare and e2Hillsborough, medical case management and AIDS Education and Training Centers (AETC) trainings, and eligibility determination requirements for case managers.  A representative from AIDS Healthcare Foundation attended Care Council to talk about the importance of maintaining the 340b program.  Additionally, David Cavalleri presented the Assessment of the Administrative Mechanism (AAM) to members, during the meeting.  Finally, Care Council met on National Black HIV/AIDS Awareness Day (NBHAAD) as was announced by the Co-Chair alternate, Nicole Kish. |
| **REVIEW INTEGRATED PLAN** | Review of the Integrated Plan was tabled due to the absence of both Chair and Co-Chair |
| **REVIEW EPIDEMIOLOGY REPORT** | Staff, Naomi Ardjomand-Kermani, presented the Epidemiology report for FY 2017-2018 to members and pointed out specific demographics of interest. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | None. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:03 am. |
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