

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, AUGUST 9, 2018**

**9:30 A.M. – 11:00 A.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting was called to order by Chair, Jim Roth, at 9:30AM. |
| **ATTENDANCE** | Members Present: Jim Roth, Lisa Condor, Charlie Hughes, Marylin Merida, Elizabeth Rugg, Sheryl Hoolsema  Members Absent: Kirsty Gutierrez  Guests Present: Nolan Finn  Recipient Staff Present: Aubrey Arnold  Lead Agency Staff Present: Floyd Egner, Darius Lightsey  Health Council Staff Present: Lisa Nugent, Naomi Ardjomand-Kermani |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | The minutes for June 14, 2018 were approved **(M: Hughes, S: Rugg)**.  The minutes for July 12, 2018 were approved **(M: Rugg, S: Hoolsema)**. |
| **CARE COUNCIL REPORT** | Care Council met on August 3, 2018 and three new members were voted in to the Care Council.  Nolan Finn was elected as the Patient Care Planning Group Representative and Charlie Hughes was elected as the alternate.  Aubrey Arnold announced that we are in the midst of the FY 2018-2019 grant writing process.  E2Hillsborough enhancements are coming soon, but are still in the testing phase.  There will be a site visit from Human Resources and Services Administration (HRSA) in the spring of 2019. This will be the first visit since 2013.  A new Project Officer will be assigned to Part A soon as Tempestt departed in July.  Arnold went on to stress the important of attending meetings – Care Council work is done at the committee level. The responsibility of being engaged and participating is not advocacy work in the sense that that members will not be leading or participating in demonstrations or marches. This is quiet work that happens behind the scenes and is vital to patient care funds as they are prioritized in these committees. We need to make sure that we are allocating funds appropriately to the thousands of People Living With HIV (PLWH) in our community who depend on these funds for their basic medical needs. Without consistent participation we cannot function. |
| **MINIMUM STANDARDS OF CARE** | Members reviewed the Minimum Standards of Care (MSOC) and made revisions to the current iteration, in regards to definitions and specific measures. The vote for the MSOC was rolled to the September 13, 2018 meeting per needed revisions. |
| **REVIEW FOCUS GROUP QUESTIONS** | Members reviewed focus group questions, developed by the Women, Infants, Children, Youth, and Families (WICY&F) committee. These focus group questions will be used to conduct a youth centered focus group per the integrated plan. Questions were raised in regards to probing questions and revisions were made. |
| **REVIEW INTEGRATED PLAN** | Due to a lack of time, the Integrated Plan review was rolled to the September 13, 2018 meeting. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | EPIC’s Strike Out For AIDS bowling fundraiser will be held as two separate events: August 11, 2018 at the Tampa Pin Chasers and August 18, 2018 at Dunedin lanes. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 11:01 a.m. |
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