

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, OCTOBER 11, 2018**

**9:30 A.M. – 11:00 A.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting was called to order by staff, Naomi Ardjomand-Kermani, at 9:41 a.m. |
| **ATTENDANCE** | Members Present: Elizabeth Rugg, Charlie Hughes, Nolan Finn  Members Absent: Jim Roth, Marylin Merida, Sheryl Hoolsema, Kirsty Gutierrez  Guests Present:  Recipient Staff Present: Aubrey Arnold  Lead Agency Staff Present: Floyd Egner, Darius Lightsey  Health Council Staff Present: Naomi Ardjomand-Kermani, Lisa Nugent, Katie Scussel |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | The minutes for September, 2018 were tabled due to a lack of quorum. |
| **CARE COUNCIL REPORT** | Recipient, Aubrey Arnold, informed Care Council members that the procurement Request for Applications (RFA) was released mid-September. Three services are up for bid: Hernando County ambulatory, quality management (QM), and Planning Council Support. The deadline for submission is November 13, 2018. The scoring will take place on November 27, 2018 at the Children’s Board of Hillsborough County. The award announcement will be released on November 29, 2018. The pre-bid conference has already been held and was well attended.  Two presentations were accepted for the Ryan White conference held in December. Preparation for the presentations is running smoothly and they will soon be ready to submit their final product. This is the very first time that the Tampa/St.Petersburg Eligible Metropolitan Area (EMA) will be presented at a national level.  The Part A application was submitted September 14, 2018 ahead of schedule. The total grant award announcement will take place in February or mid-March. Part A does not anticipate budget cuts for this upcoming year. Carryover funds in the amount of $156,000 have been approved to be invested in direct care services. Recommendations will go to RPARC.  On-site monitoring for providers are currently being conducted and will continue through February. The monitoring will ensure that providers are consistent with federal standards and state requirements.  Planning is currently underway for World AIDS Day, December 1, 2018. PCHD is planning an event on November 30, 2018 for the occasion. HIV Testing will be available at all PCHD locations. Location and time are to be decided at this time.  Contract monitoring is about half way complete with very few serious problems found. Contracts are currently on track and look to be headed towards 100% spend-out.  Two new members were voted in as members of the Care Council and the Part B expenditure report was reviewed. In addition bylaws, with revisions, were adopted by the Care Council.  Member, Alfred McGugin, announced that Premier will be expanding services to Spring Hill and Brooksville. |
| **PCPPG REPORT** | Member, Nolan Finn, reported that invitations for the November 7 – 9, 2018 PCPPG meeting, to be held at the Westshore Holiday Inn have been sent and the initial agenda has been distributed. Only odd number areas will be reporting at the meeting.  The first day of these meetings conflicts with the November Care Council meeting and the second day conflicts with P&E and RPARC meetings.  Finn went on to report that the Consumer Advisory Group (CAG) is in the process of finding a representative for Area 6. |
| **MINIMUM STANDARDS OF CARE** | Members reviewed the Minimum Standards of Care (MSOC) and minor revisions were made at that time. Voting on the MSOC was tabled due to a lack of quorum. |
| **SERVICE PRIORITIES** | Service priorities were reviewed and minor changes were made in regards to dates and phrasing. Voting was tabled to the November meeting, due to a lack of quorum. |
| **REVIEW INTEGRATED PLAN** | Members tabled the review of the integrated plan due to the absence of both Chair and Co-Chair.  1. The Miami Integrated Prevention and Care Plan tracking progress was reviewed by members. Committee members that are attending the November PCPPG meeting plan to ask other areas across the state about the manner in which they are tracking their plan progress.  2. Review of the integrated plan data indicators was tabled due to the absence of both Chair and Co-Chair. |
| **REVIEW RYAN WHITE MEMBERSHIP DASHBOARD** | Members reviewed the Ryan White membership dashboard, as presented by the Recipient. These tables and charts were shown to members for visual representation of Ryan White clients and services most commonly utilized/accessed. Members requested an updated set, per funding year rather than by calendar year, with data utilization by county included. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | None. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 11:00 a.m. |
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