

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, JANUARY 10, 2019**

**9:30 A.M. – 11:00 A.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting was called to order by Chair, Kirsty Gutierrez, at 9:39 a.m. |
| **ATTENDANCE** | Members Present: Elizabeth Rugg, Charlie Hughes, Marylin Merida, Sheryl Hoolsema, Kirsty Gutierrez, Jim Roth, Nolan Finn  Members Absent: None.  Guests Present: None.  Recipient Staff Present: None.  Lead Agency Staff Present: Floyd Egner  Health Council Staff Present: Naomi Ardjomand-Kermani, Lisa Nugent |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | The minutes for November 8, 2018 were approved by acclamation **(M: Hughes, S: Hoolsema).** |
| **CARE COUNCIL REPORT** | Recipient staff, Dorinda Seth, reminded Council members that the National Ryan White conference will be held next week in D.C. and our EMA will be presenting twice.  The Request for Applications (RFA) scores have been released for the three services that were up for bid: Hernando County ambulatory, quality management (QM), and Planning Council Support. New contracts are now in place.  Lead Agency staff, Floyd Egner, announced that a mandatory Part A and Part B medical case management (MCM) training will take part in two sessions (9 a.m. – noon; 1 p.m. – 4 p.m.) on January 29, 2019 at the Children’s Board of Hillsborough County. The agenda is still in the process of being finalized, however speakers have been confirmed for selected topics. The rankings, from most voted to least voted, are: Case Management Best Practices and Good Habits; Medical Alternatives: When, How, and Why to use Emergency Financial Assistance (EFA); De-Escalating: An Interactive Role-Playing Exercise; A Consumer’s Perspective with Care Council member Joyce Johnson; Motivational Interviewing: Understanding Diversity and finally Trans Pronouns: They, them, and maybe y’all.  Part B has hired a new contract manager who is scheduled to begin mid-month.  The High Impact Prevention 2019 contracts have been awarded from RFA18-01 and the templates for contracts are expected within days from the Tallahassee office of HIV/AIDS. The following agencies have been awarded grant funding: AIDS Healthcare Foundation, AIDS Services Association of Pinellas (ASAP), Inc. dba EPIC, University of South Florida “All 4 Youth”, and DACCO Behavioral Health. Contracts must be negotiated, written, and signed before the end of the month to be effective by the January 1 start date.  Final contract monitoring for Ryan White Part B is now underway after a scheduling delay. No serious problems were found or are expected. Contract monitoring for General Revenue/Patient Care Network (GR/PN) contracts will begin in the new year, including monitoring of Lead Agency funding of County Health Departments in Hillsborough, Pasco, and Polk.  Contract expenditures continue to be on track. Reallocations appear to be unnecessary.  DeBora Cromartie-Mincey, Senior Assistant County Attorney, for the County Attorney’s Office – Employment and Regulatory Services Division gave the Council members a presentation on the Sunshine Law.  Members approved and adopted the Minimum Standards of Care and Service Priorities as recommended by the Planning and Evaluation Committee. The Part A expenditure report was reviewed by all Care Council members as an informational item and the Part A Reallocation Recommendations and Part A Carryover Reallocation Recommendations were reviewed and approved as recommended by the Resource, Prioritization, and Allocations Committee.  Upon adjournment a membership leadership retreat was held for members to learn more about the opioid epidemic and how this issue affects the transmission of HIV. |
| **REVIEW INTEGRATED PLAN** | Members reviewed the Integrated Plan Indicators put together by previous Chair, Jim Roth. Members discussed how to continue collecting data and noted that funded entities will be responsible for continuing to collect data. The Patient Care Prevention Planning Group (PCPPG) announced that the Integrated Plan dashboard will be used by all areas to monitor progress and members discussed who will be responsible for adding data to the dashboard. Chair, Kirsty Gutierrez, will work with former Chair, Jim Roth, to collect data indicators for the next PCPPG meeting. Questions were raised as to whether or not the Integrated Plan itself should be updated once a year as mentioned by the National Alliance of State and Territorial AIDS Directors (NASTAD). The committee will get updated changes to the indicators from Jim Roth to begin tracking data collection. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | The Government Shutdown will not affect providers at this time, but the future is unknown at this time.  Metro St. Petersburg will have their grand opening on February 9, 2019 from 1 p.m. – 6 p.m. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:03 a.m. |
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