WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

**MEMBERSHIP, NOMINATIONS, RECRUITMENT AND TRAINING COMMITTEE**

**CHILDREN’S BOARD OF HILLSBOROUGH COUNTY**

**MONDAY, APRIL 15, 2019**

# 11:00 A.M. – 12:30 P.M.

# MINUTES

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| CALL TO ORDER | The meeting was called to order by Tonicia Freeman-Foster, Chair, at 11:03 AM. |
| ATTENDANCE | Members Present: Tonicia Freeman-Foster, Charlie Hughes, Jeffrey Lluberes  Members Absent: None  Guests Present: None  Recipient Staff Present: None  Lead Agency Staff Present: None  Health Council Staff Present: Katie Scussel |
| CHANGES TO AGENDA | Staff noted that the 2019-2021 Chair and Vice Chair Eligibility was added to the agenda after the meeting announcement was sent out. |
| ADOPTION OF MINUTES | **The minutes from March 18, 2019 were approved (M: Hughes, S: Lluberes).** |
| CARE COUNCIL REPORT | Aubrey Arnold, informed members that e2Hillsborough has new enhancements that will be reviewed by Recipient staff at a meeting on April 15, 2019. These enhancements include color-coded eligibility reports (red: renewal needed; yellow: expiring soon) as well as reconciliation reports for providers to be used on the fiscal end of the system.  The Part A 2018-2019 grant year has come to a close with an expectation that only $50,000 will be left over from the grant award.  Arnold went on to stress the importance of the upcoming Statewide Needs Assessment and requested that members do their best to spread the word as we will have control of distribution locally. Further enhancements have been made to the final version of the survey and it is expected to be released in May, 2019. The survey will run for approximately 8 weeks.  The Health Resources and Services Administration (HRSA) site visit will be taking place April 30, 2019 through May 3, 2019. There will be a sub-recipient meeting held on May 1, 2019 at 10:30 am – 11:30am, followed by a Standards, Issues and Operations Committee (SIOC) at 12:45pm – 1:30pm. The regularly scheduled Care Council meeting will take place following the SIOC meeting at 1:30pm. All meetings will take place at The Children’s Board of Hillsborough County. Three provider site visits will take place during this time as well; two intensive and 1 brief. A consumer luncheon will be held with People Living with HIV/AIDS (PLWHA) and HRSA staff, at Metro Inclusive Health, on May 2, 2019 at 12:00pm. All interested participants must register for the luncheon through their Ryan White case manager.  Lead Agency staff, Floyd Egner, announced that April 1, 2019 marked the beginning of the new Part B grant year. Part B expects all monies to be spent for the 2018-2019 grant year.  Care Council members voted on three membership renewals as well as the 2018-2019 Epidemiology Report, the 2018-2019 Needs Assessment, and the 2017 Care Continuum.  The Community Advisory Committee (CAC) piloted their first floating meeting at the Positively U Winter Haven office. Although they did not meet quorum, they had 8 guests present.  The Women, Infants, Children, Youth & Families (WICY&F) Committee reported that they have finalized details in preparation for their Spring Mother’s Day event. |
| **MEMBERSHIP REPORT** | Staff presented on the current number and demographics of Care Council members. There are 20 current members and 40% are PLWHA. Recruitment should focus on attracting more men, Hispanics, and representatives from Manatee and Pinellas counties. There is one open HRSA mandated seat, which is State Medicaid Agency.  Members discussed strategies to recruit and retain new members. When prospective members come to Care Council meetings for the first time, the experience can be very intimidating. The committee members discussed having an open house Care Council meeting, where guests are invited to attend and meet with Membership Committee members after to debrief the meeting and go over any questions that came up. Members will discuss this idea further at the next meeting. |
| **2019-2021 CHAIR AND VICE CHAIR ELIGIBILITY** | Members reviewed the roster for eligibility for Care Council Chair and Vice Chair. The roster will be presented at the May Care Council meeting, at which time the floor will be open for nominations. A slate of candidates will be presented in June, and voting will occur at the August meeting for the new Chair and Vice Chair terms to begin in September. |
| **NEW MEMBER APPLICATION** | Members reviewed and scored one new membership application.  **Members voted to approve application #219-1 (M: Hughes, S: Lluberes).** |
| **MEMBERSHIP TERM RENEWAL** | Members reviewed and scored one application for membership term renewal.  **Members voted to approve application #419-1 (M: Hughes, S: Lluberes).** |
| **SPRING LEADERSHIP TRAINING** | Members discussed the next Leadership Training, which will follow the June Care Council Meeting. Members would like the training to cover compassion fatigue and self-care. Tonicia Freeman-Foster will reach out to her co-workers to find a speaker on this topic. Charlie Hughes will also reach out to his contacts who are psychologists. Members are also hoping to have Care Council member Kamaria Laffrey present a short mini training on the history and meaning behind the Meaningful Involvement of People with AIDS (MIPA). |
| **COMMUNITY CONCERNS/ ANNOUCEMENTS** | Member Charlie Hughes would like to review the bylaws at the next meeting. Staff will add bylaw review to the next agenda. |
| **ADJOURNMENT** | With no further business to come before the committee, the meeting was adjourned at 11:45 AM. |