

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**SUNCOAST HOSPICE, CLEARWATER**

**THURSDAY, APRIL 11, 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 9:29 a.m. |
| **ATTENDANCE** | Members Present: Elizabeth Rugg, Kirsty Gutierrez, Nolan Finn, Jim Roth, Charlie Hughes  Members Absent: Marylin Merida, Sheryl Hoolsema,  Guests Present: None.  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 March 14, 2019 were approved by acclamation **(M: Hughes, S: Rugg).** |
| **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. |
| **REVIEW INTEGRATED PLAN** | Member, Nolan Finn, and Chair, Kirsty Gutierrez led members in reviewing the Integrated Plan and reported data they collected from the Lead Agency, Hillsborough County Health Department, and Quality Management. This data will be reported at the Spring 2019 Patient Care Prevention Planning Group (PCPPG) meeting. Data to be reported includes successes in increasing Pre-Exposure Prophylaxis (PrEP) awareness, increasing the percentage of People Living with HIV/AIDS (PLWHA) who are aware of their status, successes in outreach to Latinx and Black communities, and increases in HIV testing among youth. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | None. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:02 a.m. |
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