WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

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

**CHILDREN’S BOARD OF HILLSBOROUGH COUNTY**

**MONDAY, SEPTEMBER 16, 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 11:02 AM. |
| ATTENDANCE | Members Present: Tonicia Freeman-Foster, Jeffrey Lluberes  Members Absent: Charlie Hughes  Guests Present: None  Recipient Staff Present: None  Lead Agency Staff Present: None  Health Council Staff Present: Katie Scussel |
| CHANGES TO AGENDA | Members added a moment of silence to the agenda for Charlie Hughes. |
| ADOPTION OF MINUTES | **The minutes from August 19, 2019 were approved (M: Freeman-Foster, S: Lluberes).** |
| CARE COUNCIL REPORT | The Care Council did not meet in September. |
| **MEMBERSHIP REPORT** | Staff presented on the current number and demographics of Care Council members. There are 19 current members and 47% are PLWHA. The number of unaligned consumers is 37%. Recruitment should focus on attracting more men, Hispanic/Latinx individuals, individuals in the 20-29 age range, and representatives from Manatee, Pinellas, and Hernando counties. There is one open HRSA mandated seat, which is State Medicaid Agency.  Staff reported that recruitment materials were sent to two service providers in Hernando County to encourage client involvement in the Care Council. |
| **ELECTION OF COMMITTEE CHAIR AND CO-CHAIR** | **Jeffrey Lluberes nominated Tonicia Freeman-Foster as Chair. Tonicia nominated Jeffrey as Co-Chair. Both members accepted the nominations and the motion passed by acclamation (M: Freeman-Foster, S: Lluberes).** |
| **MEETING TIME, LOCATION, AND DATE** | Members discussed possibly having the meeting every other month instead of every month. Because new Care Council applications are received on an ongoing basis and the committee tries to get new applicants processed as quickly as possible, the committee decided to continue having monthly meetings but to cancel meetings if there are no actions items or items that need immediate discussion.  **Members voted to keep the time, date, and location the same, meeting at 11:00 a.m. on the third Monday of the month at the Children’s Board (M: Lluberes, S: Freeman-Foster).** |
| **COMMITTEE WORK PLAN, 2019-2020** | Members reviewed the committee work plan. Members updated the dates for the leadership trainings and discussed the member engagement and retention survey. Members agreed to review the materials from the last survey the committee conducted and discuss the survey at the next meeting. Members would like to have the survey out in November so that the results can inform the topics to be covered at the next leadership training.  **Members voted to approve the changes to the work plan (M: Tonicia; S: Jeffrey).** |
| **NEW MEMBER ORIENTATION** | There are three new members who need orientation and three pending applicants who will be voted in in October and November. Members decided to have the next orientation in November. |
| **COMMUNITY CONCERNS/ ANNOUCEMENTS** | Members discussed changing the Care Council mission statement to reflect the language changes made in the bylaws. The current mission statement is: “the West Central Florida Ryan White Care Council (RWCC) is a planning body (of dedicated volunteers) that assesses needs, plans, allocates resources, and evaluates HIV/AIDS services to improve the lives of those infected and affected.” Members agreed to change “infected and affected” to “living with and vulnerable to HIV.” |
| **ADJOURNMENT** | With no further business to come before the committee, the meeting was adjourned at 11:32 AM. |