

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**GOTOWEBINAR**

**THURSDAY, JUNE 11, 2020**

**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 9:32 a.m. |
| **ATTENDANCE** | Members Present: Nolan Finn, Kirsty Gutierrez, Sheryl Hoolsema, Marylin Merida, Elizabeth Rugg  Members Absent: None.  Guests Present: Lisa Conder, Allison Rapp  Recipient Staff Present: Aubrey Arnold, Maria Teresa Jaureguizar  Lead Agency Staff Present: Darius Lightsey, Yashika Everhart  Health Council Staff Present: Lisa Nugent, Naomi Ardjomand-Kermani, Katie Scussel |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | **The minutes for May 14, 2020 were approved by acclamation (M: Hoolsema; S: Merida).** |
| **CARE COUNCIL REPORT** | Care Council Chair and RPARC Co-Chair, Nolan Finn, reported that Part A is now operating under 4 different HIV grants through Health Resources and Services Administration (HRSA) that the Recipient’s office will be required to manage. The Part A award was received in early April in the amount of $10,484,379, a little over 1% increase from last year. An additional grant was received through the 2020 Coronavirus Aid, Relief and Economic Security (CARES) Act which came unexpectedly on April 15. A total of $557,000 in COVID funding was received for the Tampa/St. Petersburg Eligible Metropolitan Area (EMA). These allocation recommendations are en route to the Hillsborough County Board of County Commissioners for approval and adoption into the budget and into the various contracts for the agencies who requested funding.  Arnold went on to remind members that we are entering the 2nd year of the capacity building and technical assistance grant around infrastructure for e2Hillsborough database.  Lead Agency staff, Darius Lightsey, reported that The Health Department continues to be overwhelmed by issues resulting from COVID-19, but Lightsey emphasized that the Leady Agency is committed to producing quality work. He reminded Council members that Yashika Everhart is now the new grants manager and will be overseeing the Lead Agency and ADAP program.  Pinellas’ Ending the HIV Epidemic (EtHE) Planning Committee will be meeting with youth on June 5, 2020 to ensure that young people are a part of this movement. He noted that youth are the population that represent the largest number of new HIV cases. *“They must be a part of the solution”* and they are exploring several ways to get them engaged. EtHE will be holding another planning meeting with youth on June 18, 2020.  The Community Advisory Committee reported that they reviewed the results of the client satisfaction survey and although the response rate was low (~200 survey responses), those received were overall positive.  The Membership Committee reported that the Care Council needs more non-affiliated people living with HIV; those who are ages 20-29 and 60+; representatives for Pinellas, Hernando, and Manatee Counties; and the Health Resources and Services Administration (HRSA) mandated Medicaid Agency seat.  They are currently determining how they will tailor their engagement and recruitment processes virtually under this stay-at-home period. They are planning to host a virtual open house, which they will advertise on social media platforms to reach people who want to make a difference from home. More discussion regarding this listen and learn event will occur at their next meeting on June 15, 2020.  RPARC presented the Part A Expenditure Report and Part A Additional Allocations Recommendations and the latter was adopted, by acclamation.  Care Council Chair and RPARC Co-Chair, Nolan Finn, updated the Council on the Spring Florida Comprehensive Planning Network (FCPN) meeting. This two-day meeting was held over Zoom, with over 138 participants on the call. Laura Reeves, from the HIV/AIDS section at the State, went over the budget and she made known that Florida’s Part B has been awarded $1.5 million from the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding. The State’s Ryan White Program Parts A through Part D received over $6.4 million. The Community and Development parts of Housing Opportunities for People with AIDS (HOPWA) received $1.2 million.  Quality Management consultant, David Cavalleri, remarked on the low response rate for the client satisfaction survey and the possible barrier of telehealth and survey fatigue. Electronic versions of the survey have been approved and sent out to all Part A and Part B providers to garner more responses. To date, Cavalleri has not received any responses from clients who are engaging in telehealth. These electronic surveys are available in both English and Spanish. Cavalleri then noted that the continuous quality improvement (CQI) survey has been sent out to providers 117 responses have already been received. Three providers have yet to send in any responses at this time, but he will continue to reach out to these providers.  Finally, regarding the Assessment of the Administrative Mechanism (AAM), at this time 8 out of 9 providers and 16 out of 23 members of Care Council and RPARC have responded to the survey. He emphasized that this feedback is important not only for the AAM, but also for the CQI survey and quality management training. He concluded with the announcement that the next Quality Management Workgroup will be held on June 19, 2020 at 10:30 a.m. A WebEx invite will go out on Friday June 12, 2020. |
| **MINIMUM STANDARDS OF CARE (MSOC) REVISIONS** | Chair, Kirsty Gutierrez, revisited the revised and completed first draft of the MSOC and asked P&E members if the committee should bring this draft to the Care Council, at the July 1, 2020 meeting. Members agreed, by acclamation, that they would do so as they had not received any additional feedback or requests for revisions **(M: Finn; S: Merida)**. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | Recipient, Aubrey Arnold, informed the committee that Georgetown University is hosting a conference with Laura Cheever to discuss the effect of COVID-19 within Ryan White programs. The Tampa-Saint Petersburg EMA is being recognized as a best practice model for having led the way in employing the use of telemedicine to continue providing services and programming. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 9:50 a.m. |