

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**GOTOWEBINAR**

**THURSDAY, AUGUST 13, 2020**

**9:30 A.M. – 11:00 A.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting was called to order by Co-Chair, Sheryl Hoolsema, at 9:35 a.m. |
| **ATTENDANCE** | Members Present: Nolan Finn, Sheryl Hoolsema, Elizabeth RuggMembers Absent: Marylin Merida, Kirsty GutierrezGuests Present: None.Recipient Staff Present: Aubrey Arnold, Maria Teresa JaureguizarLead Agency Staff Present: Yashika EverhartHealth Council Staff Present: Lisa Nugent, Naomi Ardjomand-Kermani |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | **The minutes for June 11, 2020 were tabled due to a lack of quorum.** |
| **CARE COUNCIL REPORT** | Member, Nolan Finn, began the Care Council Report with the nominations made for the Florida Comprehensive Planning Network (FCPN) area representative and alternate. Nolan Finn and Paula Delgado, respectively. He went on to note that the moment of silence included remembering former Care Council Chair, Charlie Hughes, who went missing about a year ago.Recipient Aubrey Arnold informed the Council that the Eligible Metropolitan Area (EMA) will receive a new Project Officer (PO) as our current PO, Michael Carrigan, has been promoted to a new position. Arnold met the new interim PO, Lieutenant Commander Lawrence Momodu on August 12, 2020 and they, along with Planning Council Support (PCS) staff, plan to meet over conference call in the near future. He went on to report that the writing team is working hard on the 2021-2022 Part A application and are meeting all internal deadlines set. Arnold noted that all Ending the HIV Epidemic (EtHE) monies and expenditures are being spent on track and all COVID-19 allocations have been distributed without issue. Finn then reported that the Recipient and Lead Agency will present Part A and Part B expenditure reports at the upcoming Resource Prioritization and Allocation Recommendations Committee (RPARC) meeting.PCS Staff opened the floor to accept nominations for the slate for the upcoming Vice-Chair election. Finn, then asked for any nominations and member, Paula Delgado, nominated Council members Kim Molnar and Edward (Myles) Myles. Council member Molnar and Myles both accepted their nominations. No further nominations were made, but members were encouraged to reach out to staff for any further nominations. A new member was approved for voting membership and will fill the Part D seat on the Care Council.The Women, Infants, Children, Youth, & Families (WICY&F) Committee announced that they will be holding their fall event virtually, with more details to follow soon. Care Council attendees informed all that the transition to telehealth is working well and reaching clients who may have not been reached otherwise. The AIDS Institute noted that they are working on the co-pay accumulator and changing language to match statutes. Guest, Allison Rapp, announced that the EtHE Hillsborough Planning Council will hold three upcoming town halls, of which more details will be shared with PCS staff for distribution.  |
| **MINIMUM STANDARDS OF CARE (MSOC) REVISIONS** | Recipient Staff, shared issues with revised Medical Case Management (MCM) and Outpatient Ambulatory Health Services (OAHS) mentioned by our Area’s PO upon review. Care Council (CC) members, when reviewing MSOC revisions at the July Care Council meeting, noted the need for standards related to telehealth given the current circumstances. P&E Co-Chair, Sheryl Hoolsema, asked the group if telehealth should be addressed by a general statement and received agreement from Arnold. PCS staff, Naomi Ardjomand-Kermani, confirmed that telehealth is funded under the Part A grant as modifiers have been added for clinicians to bill telehealth services by way of OAHS funds. The group then discussed where this information should be recorded and ultimately decided that the Policies and Procedures section would make the most sense.Lead Agency staff, Yashika Everhart, added that other areas utilize telehealth regularly as Policy Clarification Notice (PCN) 1602 speaks to the use of technology for mental health, OAHS, MCM, and other applicable services. Member, Elizabeth Rugg, asked the group if the language should be “use of technology” rather than simply “telehealth” so providers are able to use other forms of technology for provisions of services, as appropriate.Suncoast Health Council staff, Lisa Nugent, added that telehealth and telemedicine have different definitions. Telehealth is defined as “*the delivery and facilitation of health and health-related services including medical care, provider and patient education, health information services, and self-care via telecommunications and digital communication technologies”* (Source: New England Journal of Medicine Catalyst). Based on this definition the group agreed to use Telehealth Technology for the language to be as broad as possible to make room for the evolution of technology. The group began to wordsmith and got caught up on details, so PCS staff, Ardjomand-Kermani suggested that additional ad hoc committee meetings be held to finalize all revisions in a timely manner. Recipient, Arnold, emphatically agreed as the finalized MSOC must be submitted by no later than the end of September 2020. P&E members decided to meet again on August 17, 2020 at 3:00 p.m. with revision suggestions in hand.Finn noted that formatting must be fixed and was assured that all formatting will be appropriate once the document is finalized. He then questioned if the grievance procedures, for each standard, need to be more specific and PCS staff and Recipient staff reminded members that each service provider has a different policy in place. Ultimately, unresolved grievances would be routed to the Part A CEO, the Hillsborough Board of County Commissioners and ultimately to Health Resources and Services Administration (HRSA). Recipient staff agreed to confirm the degree of specificity necessary with the new PO as they will need this information to update the program’s policies and procedures manual. |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | Lead Agency staff, Yashika Everhart, reminded members that the health department is working hard throughout the COVID-19 pandemic and expect an influx of new infections as schools open. The Pinellas County EtHE Planning Council will be meeting September 17, 2020 and will focus on implementation. PCS staff, Naomi Ardjomand-Kermani, announced that they will be speaking at the Synchronicity Conference on September 9, 2020 at 2:00 p.m. as part of the Transgender Institute. |
| **ADJOURNMENT**  | There being no further business to come before the Committee, the meeting was adjourned at 10:40 a.m. |