

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**GOTOWEBINAR**

**THURSDAY, SEPTEMBER 10, 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, Marylin Merida, Kirsty Gutierrez  Members Absent: Elizabeth Rugg  Guests Present: None.  Recipient Staff Present: Aubrey Arnold, Maria Teresa Jaureguizar  Lead Agency Staff Present: Yashika Everhart, Darius Lightsey  Health Council Staff Present: Lisa Nugent, Naomi Ardjomand-Kermani |
| **CHANGES TO AGENDA** | None. |
| **ADOPTION OF MINUTES** | **The minutes for June 11, 2020 were approved by acclamation (M: Finn; S: Hoolsema).**  **The minutes for August 13, 2020 were approved by acclamation (M: Finn; S: Hoolsema).** |
| **CARE COUNCIL REPORT** | Chair, Nolan Finn, reported that Care Council last met on September 2, 2020, by way of GoToWebinar. At the meeting, as Care Council Chair, Finn reminded committee chairs of their upcoming annual updates: meeting location/time/date, work plan updates, and elections of Chairs.  Finn continued with an announcement that the State of Florida has released epidemiology profiles for all areas and made a point to mention that Pinellas County was one of two Florida Ending the HIV Epidemic (EtHE) target areas that experienced increases in new cases of HIV, over the past year. Finn’s participation was requested for the Housing Opportunities for People with AIDS (HOPWA) taskforce.  The Recipient reported that Part A has received a new project officer, Lt. Commander Lawrence Momodu, who has invited Finn to all future monthly updates. Recipient, Aubrey Arnold, went on to announce that the area will be receiving between $180,000 - $220,000 in additional COVID-19 funds and has already surveyed existing providers, in the Part A network, to determine the distribution of funds. Arnold informed Care Council members that the writing process for the FY 21-22 Part A grant application is going smoothly, as is the planning process for Hillsborough County’s EtHE initiative. A new update is a change in the oral health provider, in Pasco County, from the Pasco County Department of Health to Premier Health who has already been providing these services for Hernando County.  Finn continued the Care Council report with concerns that the executive order to allow virtual business action will expire on October 1, 2020. Deviating away from the Care Council report, Finn asked Arnold how this would be possible if we require more people in attendance than locations may allow. Arnold assured Finn that this is surely an issue across the board as most public meetings require over 15 people (compliant with social distancing requirements for maximum capacities at meeting spaces) to satisfy meeting requirements. He assured members that he would keep them updated of changes in protocol.  The Care Council report continued with an EtHE update for Pinellas County’s participation in the initiative. The last meeting, for the planning stage, will be held on September 17, 2020 11:00 a.m. – 1:00 p.m. via Zoom. The Community Advisory Committee reported a lack of quorum for action, but a robust conversation regarding the possible consequences of schools reopening and how the Undetectable Equals Untransmittable (U=U) campaign will affect the area. The committee is currently reviewing local data for Zero Pinellas.  The Membership Committee held the re-election for Care Council Vice-Chair, but due to a tie in votes, it was determined that the election would be held again in October with the hopes that a new Vice-Chair will be clearly decided. RPARC presented financials and WICY&F announced their fall event (September 24), with more details to come. The Planning and Evaluation Committee presented final revisions to the Minimum Standards of Care (MSOC), which were voted on and approved by the Care Council.  Allison Rapp, of the Health Council of West Central Florida and the Hillsborough County EtHE initiative, presented their progress along the planning process.  Finn concluded the Care Council report by informing members that the Community HIV Advisory Group (CHAG), partnered with the Florida Department of Health, and Community Building Advocates of Palm Beach County will be hosting a free symposium on September 24, 2020 from 10:00 a.m. – 3:00 p.m. They will be presenting information regarding dignity preservation and quality of life and is open to all consumers, case managers, and providers. Other topics to be discussed will include the effects of COVID-19 on prevention and treatment efforts, healthy ageing with HIV, the U=U (undetectable equals untransmittable) campaign, stigma, and molecular surveillance. |
| **COMMITTEE LOCATION/DATE/TIME** | Empath Partners in Care (EPIC) staff informed members that the committee would be able to maintain the same meeting location, time, and date, in the Garden House, at Empath Partners in Care’s (EPIC) Clearwater location, when in-person meetings begin again.  **Members agreed to maintain the current time, date, and location for committee meetings, by acclamation (M: Merida; S: Finn).** |
| **COMMITTEE WORK PLAN UPDATE** | Committee Chair, Kirsty Gutierrez, began the work plan update with an inquiry as to how Ending the HIV Epidemic (EtHE) will influence the committee’s work plan. Recipient, Aubrey Arnold, reminded members that the Care Council does not oversee the EtHE funding, but both Pinellas and Hillsborough EtHE initiative planners will provide ongoing updates at Care Council meetings. Some members expressed concerns related to the Needs Assessment and their desire for a third-party to conduct this activity. Planning Council Staff reminded members that they conduct a needs assessment on an annual basis, as part of the Part A grant application, all of which is presented to the Care Council in the Spring of every year. Although the State has been in charge of the statewide needs assessment, implemented every three years, the area will be in control of all aspects of this activity going forward.  Committee member, Nolan Finn, brought up the Integrated Plan (IP) and members asked how EtHE would affect future versions of the IP. Suncoast Health Council staff, Lisa Nugent, informed members that the Health Resources and Services Administration (HRSA) has shelved the IP for the time being, due to COVID-19, so no new guidance has been shared at this time.  Planning Council Staff, Naomi Ardjomand-Kermani, noted that addendums should perhaps be considered for the IP with updated dates and disclaimers regarding the exclusion of population data (eg. Transgender populations) at the time the IP was written. Chair, Kirsty Gutierrez, asked if the IP is still being monitored, to which Ardjomand-Kermani, responded that they will be collecting data updates in February, although originally planned for August.  Members all agreed that the date for reviewing the Minimum Standards of Care (MSOC) should be moved to July 2021, as they just completed the revisions at the past meeting.  **Members approved the 2020-2021 workplan, with date changes made, by acclamation (M: Merida; S: Finn).** |
| **ELECTION OF CHAIR AND CO-CHAIR** | Member, Marylin Merida, nominated Kirsty Gutierrez to continue as committee Chair and Kirsty Gutierrez nominated Sheryl Hoolsema to continue as committee Co-Chair. Both accepted their respective nominations.  **Members elected Kirsty Gutierrez and Sheryl Hoolsema as Chair and Co-Chair, respectively, by acclamation (M: Gutierrez; S: Merida).** |
| **COMMUNITY INPUT/ANNOUNCEMENTS** | None. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:20 a.m. |