WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

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

**GOTOWEBINAR**

**MONDAY, APRIL 19, 2021**

# 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 11:03 AM. |
| ATTENDANCE | Members Present: Tonicia Freeman-Foster, Jeffrey Lluberes  Members Absent: None  Guests Present: None  Recipient Staff Present: None  Lead Agency Staff Present: Yashika Everhart  Health Council Staff Present: Naomi Ardjomand-Kermani, Lisa Nugent, Katie Scussel |
| CHANGES TO AGENDA | Members added the National Minority AIDS Council (NMAC) Listening Session Report as an agenda item. |
| ADOPTION OF MINUTES | Members reviewed the minutes from February 15, 2021 and did not make any changes. Due to the Sunshine Laws, members are currently unable to vote during virtual meetings. |
| CARE COUNCIL REPORT | The Care Council met on April 7, 2021 at Metro Inclusive Health in St. Petersburg. It was the first in-person Care Council meeting in over a year. Staff reported that in-person attendance was good and the Council did have quorum. Members who attended virtually said that the hybrid meeting set up went very smoothly. Action items included the 2020-2021 Epidemiology Report and the 2020 HIV Care Continuum Report, which were both approved.  The Part A Recipient, Aubrey Arnold, reported that Part A received an award of $10,353,255 for the 2021-2022 funding year. Part A also reported high scores for the grant application for the current funding year. The Recipient's office is in the process of closing the FY 2020 grant and has spent out over 98% of the total grant award. Aubrey also shared that the full grant award for Ending the HIV Epidemic Initiative (EHE) FY 2021-2022 was received for a total $1,667,000, an increase of $667,000 from the previous year. A procurement opportunity will be announced within the coming month.  Lead Agency staff, Darius Lightsey, reported that the Pinellas Ending the HIV Epidemic (EHE) has an event coming up at the Deuces in St. Pete. The Part B program is in the process of finalizing budgets for the Department of Health (DOH), settling on the upcoming Part B budget as well as EHE’s budget. The next quarterly EHE Advisory Council meeting will be held virtually on April 29, 2021 – registration information will be shared soon.  As the Care Council and its committees transition back to in-person meetings, the Care Council Chair has requested that the Membership Committee consider updating the Bylaws to lower the number of people required for quorum. Membership will discuss possibly making this change at an upcoming meeting. |
| MEMBERSHIP REPORT | Staff presented the membership report. There have been no changes in membership since the last time the report was reviewed. There are 15 members currently. Membership, in general, is low at the moment. The goal is approximately 25 members. The Care Council currently is made up of 53% people living with HIV but only 33% are unaffiliated with any Ryan White service provider, so there is a need to continue recruiting for unaffiliated members.  The Care Council is in need of more men, youth, people in the 60+ age range, as well as representatives from Hernando, and Manatee counties. Though we are currently satisfying the HRSA requirements for race and ethnicity in order to be representative of our area, the committee would still like to continue recruiting people who have been historically underrepresented and to continue working to make sure they feel valued and heard at the table.  There are three HRSA mandated seats currently open, the local public health agency seat, the mental health/substance abuse provider seat, and State Medicaid. As has been the case for several years, the State Medicaid Agency seat is open, however, we have someone from the Agency for Healthcare Administration (ACHA) that attends meetings regularly. A staff member from IDEA Exchange, a new Hillsborough County syringe exchange program, presented at the last Care Council meeting and expressed interest in joining. If her application is approved, she will fill the mental health/substance abuse provider seat. Staff, Katie Scussel, said she would also reach out to Department of Health (DOH) staff about filling the local public health agency seat.  Katie noted that though we have seats open right now, we have several contacts to reach out to that can fill these seats, however, because these are agency seats, as they are filled the number of unaffiliated PLWH on the Council may drop below the required 33%. Tonicia added that it is her hope that as the Council goes through cultural humility trainings and changes some of its processes to be more responsive and welcoming, that hopefully the Council will be more welcoming to unaffiliated PLWH.  Members also discussed Care Council member attendance. There are a few members who currently have enough absences to be removed, including a committee chair who has not be present for his committee meetings. Members agreed to hold off on removing members since we are currently struggling with recruitment and retention but to continue to reach out to the members in question and revisit their membership if we continue to not hear from them. Staff will be reaching out to the committee chair to let him know there will be consequences if he continues to not show up.  Members discussed the ongoing issues with the Community Advisory Committee (CAC) not retaining members. There have been lots of good ideas of how to transform the committee but there has not been consistent attendance to make the changes. There is a need for Care Council members to invest time in this committee to make it a welcoming space for clients. |
| NMAC REPORT AND TRAININGS | The committee reviewed the Listening Session Report from NMAC. When the Care Council originally began working with NMAC, they expected their ELEVATE program to be rolled out in January 2021. The program was then delayed until April 2021 and now is more likely to commence in the summer. Given the delays from NMAC and the urgency with which members would like to address the issues the Council is currently facing, members would like to find another organization or individual to partner with to implement cultural humility trainings in the meantime while we wait for more information from NMAC. Part B Lead Agency staff, Yashika Everhart, offered to connect staff to two of her contacts that work in the diversity and inclusion field, including Gwendolyn Reese who recently conducted a training for the Pinellas EHE council.  Members discussed making sure Care Council members attend these trainings. At the suggestion of the Membership Committee, staff has started taking attendance a second time at trainings to make sure members stay after the meeting is adjourned. Tonicia suggested creating some language to incorporate into the Care Council bylaws so that when people join, they agree to abide by principles of equity and inclusion. Members and staff also discussed adding a reoccurring agenda item around Care Council equity so that content from diversity trainings is reinforced on an ongoing basis.  Members continued discussing the NMAC report. Though there were concerns that the listening sessions included a very small sample size and that some of the recommendations included changes that had already been made, there was still valuable information in the report. Members discussed issues with Care Council recruitment being selective. With word-of-mouth being the most common form of recruitment, there is concern that only the most active and motivated clients receive information about the Care Council and in that way, recruitment is biased. Members hope that as the Council goes through a process of growth, working on our cultural humility and making structural changes to become more welcoming, that more people will want to be at the table. |
| **COMMUNITY CONCERNS/**  **ANNOUNCEMENTS** | Members discussed meeting in-person for an upcoming meeting. The committee will need to vote on any bylaws changes as well as some upcoming applications. Members agreed that if new applications are received within the month, they will meet in-person, but if not, they will wait until the following month so that all business can be conducted at the same time. |
| **ADJOURNMENT** | With no further business to come before the committee, the meeting was adjourned at 12:30 PM. |