

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**GOTO WEBINAR**

**THURSDAY, MAY 13, 2021**

**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 Guitierrez, at 9:34 a.m. |
| **ATTENDANCE** | Members Present: Nolan Finn, Kirsty Gutierrez, Sheryl Hoolsema, Marylin Merida, Elizabeth Rugg  Members Absent: None  Guests Present: Ian Martin  Recipient Staff Present: Aubrey Arnold, M.T. Jaureguizar  Lead Agency Staff Present: Darius Lightsey  Health Council Staff Present: Katie Scussel |
| **CHANGES TO AGENDA** | None |
| **ADOPTION OF MINUTES** | Member reviewed the meeting minutes for March 11, 2021 and April 8, 2021. Due to the Sunshine Laws, members are unable to vote in virtual meetings. The minutes were tabled until the next in-person meeting. |
| **CARE COUNCIL REPORT** | Care Council Chair, Nolan Finn, gave the Care Council report:  The Care Council met on May 5, 2021 at Metro Inclusive Health in St. Pete and met quorum, with seven members in attendance in person and approximately thirty members and guests attending virtually. Nolan announced that we are still in need of an alternate to represent Area 5 at the Florida Comprehensive Planning Network (FCPN).  Recipient, Aubrey Arnold, reiterated the update he gave at Care Council that the Eligible Metropolitan Area (EMA) received the full Part A award for the new funding year (FY) 2021-2022, in the amount of $10,353,255. 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. Aubrey discussed the upcoming monitoring process and mentioned that Part A will be doing some on-site monitoring this year, after conducting everything virtually last year. M.T. Jaureguizar has been working on a quality project with the Part A program data. The Part A office held a webinar for the subrecipients at the end of April to launch the new features within e2-Hillsborough. These new features were part of the technical assistance grant, which is currently in its second year and will be wrapping up in June.  Now that COVID-19 vaccines are accessible to everyone, Aubrey encouraged everyone to get vaccinated and to talk with their families, friends, and other members of their community about the importance of getting vaccinated.  Nolan continued the Care Council report stating that Yashika Everhart with the Part B Lead Agency announced that all Part B contracts have been procured and began on April 1, 2021. Everhart continued that contractual changes are taking place internally and noted the need for all case management (CM) agencies in Pinellas County to have access to the e2Hillsborough database as well. The AIDS Drug Assistance Program (ADAP) is working with agencies to move eligible clients to Affordable Care Act (ACA) plans and requested that all agencies participate in this eligibility and enrollment endeavor.  Planning Council Support Staff reminded members who are eligible for mileage reimbursement to submit their mileage, now that the Care Council is transitioning back to in-person meetings. Anyone with questions about the process can get in touch with Katie Scussel. 11:47  Housing Opportunities for People With AIDS (HOPWA) Representative and Care Council member, Kayon Henderson, reported that HOPWA has The United States Department of Housing and Urban Development has launched a competitive grant for approximately $40 million for HOPWA and all non-profit agencies are eligible to apply. HOPWA staff member Anne Cronyn has sent this information to all non-profits they have previously worked with and will share with staff for distribution.  The Membership Committee presented a report from the National Minority AIDS Council (NMAC) summarizing the listening sessions they conducted in November and December of 2020.  Resource Prioritization & Allocation Recommendations Committee (RPARC) presented the Part A Reallocation Recommendations, which included a $140,000 increase to oral health. The council voted to approve the reallocation.  Darius Lightsey gave an update on Ending the HIV Epidemic (EHE) in Pinellas. EHE had a community meeting and participated in a cultural intelligence training with Gwendolyn Reese. They received approval to create a community-based website as a mode of communication that is separate from the Department of Health (DOH), which is something that was requested by the EHE Planning Council. Darius reported that he is hoping to have the website launched soon.  Quality Management (QM) consultant, David Cavalleri, presented details of the Assessment of the Administrative Mechanism (AAM) to attendees and handed out physical copies of the survey to all Care Council and RPARC members to complete in-person.  The next Care Council meeting will be on Wednesday, June 2, 2021 at 1:30 PM at Metro Inclusive Health in St. Petersburg. |
| **2020 TAMPA – SAINT PETERSBURG ELIGIBLE METROPOLITAN AREA (EMA) NEEDS ASSESSMENT** | Members reviewed the 2020-2021 HIV/AIDS Needs Assessment Report for the Tampa-St. Petersburg Eligible Metropolitan Area. As the meeting was virtual, members were unable to vote to approve the report. The 2020 Needs Assessment summarizes all the components included in the West Central Florida Ryan White Care Council needs assessment process during the last year. This Needs Assessment includes the Epidemiology and Care Continuum reports, which were adopted by the Care Council at their April 2021 meeting.  Aubrey Arnold highlighted the 2019 HIV Care Needs Survey Service Gaps, which capture what services clients needed but could not get access to. Aubrey noted that the most needed service reported was dental and oral health, which he explained was one of the reasons that he recommended the recent reallocation to increase funding to oral health. Aubrey noted that this reallocation is a good way to demonstrate that this data is being used in meaningful ways to increase access to services.  Aubrey went on to note that the HIV Care Needs Survey is conducted by the state every three years, meaning that the next survey will be conducted next year in 2022. Aubrey stated that we do not want to overburden clients with asking too many questions and that we need to be mindful of cultural competence and accessibility in the language that is used. There is a Needs Assessment Committee through the Florida Comprehensive Planning Network (FCPN) that plans for this survey. Planning Council Support Staff, Naomi Ardjomand-Kermani attends these meetings and is a vocal advocate for our area. Aubrey stated that if we cannot make progress in 2022 at reducing the length of the survey and revising the questions that are asked, that we may consider conducting a local survey, in order to obtain more meaningful data for our area.  Nolan Finn asked if we might contact other areas and obtain any needs surveys they may be using, to use as examples. Aubrey discussed the issues with survey length being a major barrier in collecting good quality data. Ideally Aubrey would like to see the survey at 10-12 questions. Elizabeth Rugg discussed the lack of local control over distribution as being one of the barriers. In 2016, there was no local control over distribution and the response rate for our area was very low. The state allowed for more local control in the 2019 survey, which did produce a better response rate. In response to Nolan’s question on obtaining surveys from other areas to use as examples, Staff, Katie Scussel, noted that all of the other Eligible Metropolitan Areas (EMAs) in Florida also participate in the statewide survey, rather than conducting their own, with the exception of Miami-Dade, which has more resources in terms of budget and staffing. Aubrey commented that through working on updating the Minimum Standards of Care with the Atlanta EMA, he has developed a good working relationship with their Recipient and can request their survey tool. |
| **COMMUNITY INPUT/**  **ANNOUNCEMENTS** | Kirsty Guiterrez, Chair, announced that the FDA and the CDC has now approved the Pfizer COVID vaccine for adolescents ages 12-15. Metro Inclusive Health will be giving vaccines tomorrow, May 14th, from 9:00 a.m. to 2:00 p.m. and will vaccinate this age group.  Aubrey Arnold announced that at the June 2nd Care Council meeting, the Hillsborough County attorney Katherine Benson will be giving a presentation on the Sunshine Law and how it applies to the Care Council and its committees. Aubrey encouraged anyone to attend, even if they are not current Care Council members. Kirsty suggested that all committee chairs attend.  Darius Lightsey announced that Help Us Help U is having a Community Health and Resource Fair on Tuesday, May 18th from 3:00 p.m. to 6:00 p.m. on 16th Street South. There will be vendors, food, health screenings, and other resources. |
| **ADJOURNMENT** | There being no further business to come before the Committee, the meeting was adjourned at 10:14 a.m. |
| **SUNSHINE LAW** | **PLEASE REMEMBER:** Florida's **SUNSHINE LAW** requires that meetings are noticed and open to the public, and that minutes are taken at each meeting. For the Care Council, this means that meetings are advertised in advance and members of the public are welcome to attend and participate in public comment. Notes are taken to make sure a record of the meeting is made so anyone can read what action was taken.    The **SUNSHINE LAW** does not allow members of the same council or committee to talk to each other outside of a publicly noticed meeting about matters that might come before the Council for a vote. For the Care Council, this means that every member of the Council must decide how to vote on their own and must make sure not to discuss upcoming agenda items or other council matters with other council members. |