

**WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL**

**PLANNING AND EVALUATION COMMITTEE**

**EMPATH HEALTH - CLEARWATER**

**THURSDAY, JUNE 8, 2023**

**9:30 A.M. – 11:00 A.M.**

**MINUTES**

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| **CALL TO ORDER** | The meeting was called to order by Chair, Sheryl Hoolsema, at 9:33 a.m. |
| **ATTENDANCE** | Members Present: Sheryl Hoolsema, Angela Kellogg, Jeffrey Lluberes, Gina Puglisi, Elizabeth Rugg  Members Absent: Nolan Finn, Nicole Kish  Guests Present: None  Recipient Staff Present: Aubrey Arnold, Dorinda Seth  Lead Agency Staff Present: Joshua Cardwell  Health Council Staff Present: Abigail Machtel, Katie Scussel |
| **CHANGES TO AGENDA** | There were no changes to the agenda. |
| **ADOPTION OF MINUTES** | **Members voted to approve the minutes for May 11, 2023 (M: Hoolsema, S: Lluberes).** |
| **CARE COUNCIL REPORT** | Planning Council Support (PCS) Staff, Kate Scussel gave the Care Council report. The Care Council met in-person on June 7, 2023 at the Children’s Board of Hillsborough County. For the Chairperson’s report, E.S. Myles reported that he had recently attend the Fast Track Cities Workshop and participated in a panel discussion. Myles shared positive feedback from the workshop and said it helped him develop a better understanding of how things work from the standpoint of administration, versus direct services.  For the Part A Recipient’s report, Aubrey Arnold reported that he had also attended the Fast Track Cities Workshop and also shared positive feedback. He said that like Myles, he appreciated hearing the perspectives of people working in different direct services, as a person that works in administration. He went on to share that Hillsborough County is continuing to make enhancements to the e2-Hillsborough database. The database will soon have a procurement component, so that providers applying during the next procurement process will be able to upload documents directly to e2, rather than having to email them in. Scoring teams will all be able to review applications through the database as well. Aubrey then reported that Part A is still working with the Florida Department of Health on the data-sharing agreement, which will help providers reach clients who have fallen out of care. Aubrey also reported that HRSA has announced that the next Ryan White Conference will be in August 2024 in Washington, D.C.  For the Part B report, Joshua Cardwell reported that Part B had just finished its budget defense with the county administrator. They are in the process of contacting providers to assess which ones will be getting some additional funding this year. Joshua also announced that Part B is considering doing a small procurement this fall for state funds.  For the HOPWA report, Anne Cronyn reported that the City of Tampa had finished its application review process. They have received a little over $5 million in funding, which is an increase from the previous year. The HOPWA program received thirteen applications. New agreements will be for three years starting in October of this year.  For the Planning Council staff report, Katie Scussel reported that the 2022 HIV Care Needs Survey had received 516 responses from the eight-county Total Services Area (TSA). She mentioned that she had written a report summarizing the findings that will be presented to the Planning and Evaluation Committee (P&E) that month.  P&E introduced three items for voting: the Epidemiology Report, Care Continuum Report, and updated Minimum Standards of Care (MSOC). Staff, Katie Scussel and Abigail Machtel, gave a presentation on the Epidemiology and Care Continuum data and both reports were adopted by the Care Council. For the MSOC, changes included adding new standards for Housing and Early Intervention Services (EIS). The Care Council voted to adopt these changes.  For the Resource Prioritization and Allocation Recommendations Committee (RPARC), Aubrey presented the final FY 2022-2023 Part A Expenditure Report. The program spent a total of 96% of the grant and is expected to receive about $400,000 back in carryover funding. Aubrey then presented the FY 2023-2024 Allocation Recommendations, which were adopted by the Care Council.  During the Public Policy Report portion of the meeting, members discussed issues they encountered with the Medicaid unwinding process. In particular, members reported clients being unable to access ADAP because they were still enrolled in Family Planning Medicaid.  The Care Council will not meet in July, due to the July 4th holiday. All committees are planning to meet in July. The next Care Council meeting will be on Wednesday, August 2, 2023 at the Children’s Board. |
| **SERVICES CAPS/LIMITS AND ELIGIBILITY UPDATE** | Members reviewed the draft of the Service Caps/Limits and Eligibility document. Aubrey explained that it’s important to have the document updated before the next Part A site visit next year.  Staff, Katie Scussel, presented a draft of the Service Caps/Limits Document, which included caps and limits for the new Housing Services. Limits for these services were written based on the limits in the Policies and Procedures. She then explained that the Service Caps/Limits were last voted on by the Care Council in 2016. At the time, the Care Council updated the limits to the Health Insurance Premium and Cost Sharing Assistance category to lower the monthly caps on premiums and co-pays, to deal with rising insurance costs. This change, however, never went into effect and it was agreed upon by the provider and the Recipient that the program would maintain the original caps and limits. Katie updated the document to reflect the current limits.  Members reviewed the caps and limits for Housing Services. Members were unsure if the limit on utility bills being paid three times per program year was three times per utility or three times total for any bill. Recipient staff said they would follow up with an answer.  Members discussed whether to update the limits on Oral Health and Medical Case Management. Oral Health is currently limited at $2000 per program year and Case Management is limited at $2400 per program year. Recipient staff, Dorinda Seth, said she would solicit input from these providers to see if the limits needed to be updated. Members discussed doing a larger overhaul of the document, since it had not been updated in a number of years. Katie agreed to clean up the document to update the names of the service categories and to separate Core and Support Services.  Elizabeth Rugg submitted a memo to the committee prior to the meeting which outlined recommended changes to the limits on Health Insurance Premium and Cost Sharing Assistance. Members discussed whether to raise the program caps across the board, rather than having lower caps and then temporarily raising them during enhanced benefits.  Members will continue the discussion of the Services Caps/Limits and Eligibility during the next meeting. |
| **2022-2023 HIV CARE NEEDS SURVEY REPORT** | Katie gave a presentation on the 2022-2023 HIV Care Needs Survey Report. The 2022 HIV Care Needs Survey received 516 responses from the eight county Total Service Area (TSA). The survey identified Case Management, Medications, Dental/Oral health, Health Insurance, and Housing as the top service priorities for people with HIV. Outpatient/Ambulatory Health Services (OAHS), previously ranked in the top five service priorities in the 2019 HIV Care Needs Survey, fell to the tenth ranked priority. The most common service gaps were Dental/Oral health, Emergency Financial Assistance, Short-Term Housing Assistance, Food Assistance, and help to pay private health insurance costs and co-pays.  Members discussed the lower priority ranking of OAHS is the 2022 survey and wondered if it could be due to the wording. Many clients may not know what “ambulatory” means. Using “primary care” or “doctor visits” may yield different results.  Members asked if the results for the services people needed but could not access could be stratified by county. Katie agreed to bring that data to the next meeting.  **Members voted to approve the 2022-2023 HIV Care Needs Survey Report (M: Kellogg, S: Hoolsema).** |
| **COMMUNITY INPUT/**  **ANNOUNCEMENTS** | There were no community input or announcements. |
| **ADJOURNMENT** | There being no further business to come before the committee, the meeting was adjourned at 11:09 a.m. |