

WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

**RESOURCE PRIORITIZATION AND ALLOCATION**

**RECOMMENDATIONS COMMITTEE (RPARC)**

**EMPATH HEALTH, CLEARWATER**

**THURSDAY, JULY 13, 2023**

**11:00 A.M. – 12:30 P.M.**

**MINUTES**

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| CALL TO ORDER | The meeting was called to order by Nolan Finn, Chair, at 11:06 a.m.  |
| ATTENDANCE | Members Present: Lillie Bruton, Nolan Finn, Angela Kellogg, Nicole Kish, Bernice McCoy, Elizabeth Rugg, Joy WinheimMembers Absent: E.S. MylesGuests Present: NoneRecipient Staff Present: Aubrey ArnoldLead Agency Staff Present: Joshua Cardwell, Nicole HoustonHealth Council Staff Present: Abigail Machtel, Lisa Nugent, Katie Scussel |
| CHANGES TO AGENDA | There were no changes to the agenda. |
| ADOPTION OF MINUTES | **The minutes from May 11, 2023 were approved (M: Winheim, S: Rugg).** |
| CARE COUNCIL REPORT | The Care Council did not meet in July. The next meeting will be on August 2, 2023 at the Children’s Board of Hillsborough County. |
| PART A RECIPIENT UPDATE | Aubrey Arnold, Part A Recipient, reported that Part A will have an expenditure report to present at the next meeting in August. The report will cover the first quarter of the 2023-2024 fiscal year. Aubrey went on to report that the Care Council Chair, E.S. Myles, had signed off on the unobligated balances request and the program should be receiving approximately $480,000 in carryover funds from the previous year. All funds must go to direct services. Aubrey reported that allocation of these funds should be ready for the committee to review in September.Aubrey went on to report that the program has completed all reporting for the year, including the progress report, program terms report, and program submission. The Non-Competing Continuation (NCC) for fiscal year 2024-2025 should come out in August and will be due in October. This application is to continue Part A funding, now that the grant has moved to a three-year cycle, rather than yearly. The next full grant submission for Part A will be due next year.Enhancements have been made to the e2-Hillsborough database so that the database now includes a procurement component. Agencies applying will be able to upload documents directly in the database, rather than having to submit them over email. Reviewers will also be able to access applications to complete the scoring process within e2. Nolan Finn asked for clarification from Aubrey on whether Care Council members can serve on scoring teams, as this has been a point of confusion previously. According to HRSA, Planning Council members may not serve on scoring teams. |
| PART B LEAD AGENCY UPDATE | 1. Part B FY 2023-2024 AllocationsJoshua Cardwell, Part B Grants Manager, went over the allocations for Part B and state funds for the 2023-2024 fiscal year. Joshua explained that the report did not include all funds in the area, as there are some Part B funds that Polk receives directly from the state that he was unable to report at the time that the document was prepared. He also said that he should have the first quarter of expenditures ready to report by the September meeting.Nolan thanked Part B for providing the report and stressed the importance of the committee knowing what services are funded under Part B. Staff, Katie Scussel, said she saw that Medical Transportation was funded in FY 2022-2023 but didn’t see it in the 2023-2024 report. Joshua clarified that it’s only in Polk County and that the service is included in the funds Polk receives directly, so he was not able to report on it at this time. Joshua went on to explain that it’s harder to fund transportation in Pinellas and Hillsborough Counties because they are considered urban and have available public transportation. There is more flexibility with Polk to fund transportation because it is a rural county and does not have widely available public transportation.  |
| COMMUNITY INPUT/ ANNOUNCEMENTS  | Aubrey Arnold announced that the Florida Comprehensive Planning Network (FCPN)’s next meeting would be the following week, July 18th-20th. Aubrey said he would not be attending, as he would be out of town, but that Dorinda Seth and MT Jaureguizar would be attending on behalf of Part A. The United States Conference on HIV/AIDS (USCHA) will be in September in Washington, D.C. The next HRSA Ending the HIV Epidemic (EHE) site visit will be in December. The Part A site visit will be in June 2024. Nolan said that the Planning and Evaluation Committee will be working on setting Service Priorities at their next meeting. |
| **ADJOURNMENT**  | There being no further business to come before the committee, the meeting was adjourned at 11:25 a.m. |