

WEST CENTRAL FLORIDA RYAN WHITE CARE COUNCIL

**RESOURCE PRIORITIZATION AND ALLOCATION**

**RECOMMENDATIONS COMMITTEE (RPARC)**

**EMPATH HEALTH, CLEARWATER**

**THURSDAY, MARCH 14, 2024**

**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 11:13 a.m. |
| ATTENDANCE | Members Present: Nolan Finn, Angela Kellogg, Nicole Kish, Marylin Merida, Kevin Williams, Joy Winheim  Members Absent: Lillie Bruton, Bernice McCoy, Elizabeth Rugg  Guests Present:  Recipient Staff Present: Aubrey Arnold, Dorinda Seth  Lead Agency Staff Present: Joshua Cardwell  Health Council Staff Present: Abigail Dees |
| CHANGES TO AGENDA | There were no changes to the agenda. |
| ADOPTION OF MINUTES | **The minutes from February 8, 2024 were approved (M: Williams, S: Merida).** |
| CARE COUNCIL REPORT | Committee Chair, Nolan Finn, reported that the Care Council met on March 8, 2024 and did not have quorum.  Care Council Chair, E.S. Myles reported that he had been to Tallahassee to lobby for Trans rights in the state legislature.  Part A reported that they had received a partial award and they expected to receive the full award in April or May. The Recipient is preparing for the competing grant application in the fall. They held a new provider training and the deadline for claims for the previous grant year is on March 15th. The Council was not able to vote on the combination of funding for Pasco and Hernando Counties for Oral Health. It will be voted on at the April Meeting. HRSA will be conducting their site visit on June 11 -14 and will be visiting a Care Council SIOC meeting. The National Ryan White Conference will be held in August and there is an EHE Technical Assistance Conference in March. Part A and Part B have been collaborating on a Case Management training to be held on April 18th. One session will be held in the morning and one in the afternoon. It will be recorded for case managers who cannot make the training. The Recipient is confident that the program should reach a 95% spend down rate for the 2023-2024 grant year, but a waiver was obtained just in case.  Part B reported that they had concluded the State HIV/AIDS Section’s site visit. The Lead Agency stated that they had received positive feedback so far. All contracts had been renewed for one year. Funding was confirmed for level funding for the coming grant year. The changes to Part B structure in the future leads to uncertainty regarding funding amounts in grant years after the one year contracts expire. These changes also lead to questions regarding how the local area’s issues and concerns will be addressed with a statewide administrative agent.  HOPWA reported that they are in the monitoring phase of their grant cycle. They also have money available for rental assistance. Applications take place on Tuesdays and Thursdays at 9:00 AM. They are having issues keeping up with rent increases and therefore must serve less clients while there has been a 12% increase in homelessness in the area.  The Care Council reviewed the Part A and Part B expenditure reports. They also heard from two new members, but could not vote them in due to not having quorum. The Membership and Community Outreach Committee presented the findings of the Care Council Membership Satisfaction Survey and the results were positive.  The Quality Management Consultant reported that the performance measures were seeing increases in the right areas and he was focusing on data entry trainings.  The next Care Council meeting will be on April 3, 2024 at 1:30 PM at the Children’s Board of Hillsborough County. |
| PART A RECIPIENT UPDATE | Recipient staff, Aubrey Arnold, reported that the grant year for 2023-2024 closed on February 29th. The deadline to submit claims was March 15th. All agreements for the new grant year are in place. The Recipient is waiting for all contracts to closeout to give the final expenditures for the grant year. The final numbers should be available in April.  The Recipient is working on their internal budget and working towards hiring a second accountant. This should allow for onsite monitoring for providers.  Two new agencies have started with the new grant year. They are also working on solutions for the combination of oral health in Pasco and Hernando Counties.  Joy Winheim asked if the Case Management training would be mandatory. Aubrey stated that yes it will be mandatory, but it will be recorded for those who cannot make it on the 18th. Joy shared that EPIC has an event that day that is typically staffed by case managers, but they can figure it out. |
| PART B LEAD AGENCY UPDATE | Lead Agency Staff, Joshua Cardwell, stated that he should have the final expenditures for the federally funded agencies in April. He expected the state funded numbers to be available in August. He stated that the Lead Agency has finished their monitoring plan and every visit will be done on site. He anticipates all County Health Departments to be done by December of this year.  The Lead Agency has been working on adapting the Part B service continuum to be more complimentary to the services offered by Part A. One change being made will be transitioning Health Insurance Services to an Emergency Financial Assistance program. In this system, Part A would cover Part A and B clients and make Part B complimentary to Part A in geographical areas where Part A doesn’t cover clients. With the changes to Part B funding in the future, the Lead Agency has chosen to focus on needs of the outlying counties. Joshua stated that he expects changes to the procurement in Fall of 2024 since he will not know what the funding will be for the 2025-2026 grant year.  Members discussed utilization in Polk County. Nicole Kish stated that they have seen an increase in case loads. Mental health is a big need. Nicole also mentioned that they have received a lot of molecular cluster identification data from the State. Members discussed molecular cluster identification and the uses for the data. Aubrey Arnold asked if there was a need for early intervention services in Polk. Nicole shared that their linkage to care staff does excellent work and there is not a need right now. |
| ELECTION OF COMMITTEE CHAIR AND CO-CHAIR | Members reviewed the responsibilities of the Chair and Co-Chair. Marylin nominated Nolan Finn for Chair.  **Members voted to approve the election of Nolan Finn for Chair (M: Merida, S: Kellogg).**  Marylin nominated Angela Kellogg for Co-Chair.  **Members voted to approve the election of Angela Kellogg for Co-Chair (M: Merida, S: Williams).** |
| MEETING TIME, DAY, AND LOCATION | Members discussed the meeting time, day, and location. Joy shared that Empath Health had announced that they would be selling the property on which the committee typically meets. She shared that it should be 6-8 months before they would need to find another space to meet. She anticipated having ample notice for when another space would be needed. Nolan proposed that Bank OCK on 64th and 4th might be a good option if they needed a new space.  **Members agreed to continue meeting at Empath Health on the second Thursday of the Month at 11:00 AM until a new space is needed. (M: Kellogg, S: Williams)** |
| COMMITTEE WORK PLAN UPDATE | Members reviewed the previous year’s committee work plan.  Members updated the dates on the work plan to reflect the current grant year. There were no changes made to the goals and objectives or steps of the committee.  **Members voted to approve the changes to the work plan (M: Winheim, S: Merida).**  Members discussed if any functions of the committee would change with the change to Part B in the future. Nolan recommended that the committee continue to function as normal until they received word from the State that any functions would need to change. |
| COMMUNITY INPUT/ ANNOUNCEMENTS | Nolan shared that the Planning and Evaluation Committee had voted to change the Service Caps and Limits. These changes will be voted on at the April Care Council meeting. Nolan stated that P&E had voted to remove the cap and limit on Medical Case Management and hoped that this change would lead to an increase in spend down rates.  Abigail shared that she had received an answer on the Care Council Membership Satisfaction Survey that a member would be able to lead a training on HIV and Aging for the Care Council. She asked that if the person who gave that answer was in the meeting to contact her because the Membership and Community Outreach Committee was interested in holding that training. |
| **ADJOURNMENT** | There being no further business to come before the committee, the meeting was adjourned at 12:13 p.m. |