

**RYAN WHITE CARE COUNCIL
JAN PLATT LIBRARY, TAMPA
WEDNESDAY, DECEMBER 7, 2005
1:30 P.M. - 3:30 P.M.**

MINUTES

- CALL TO ORDER** The meeting of the Ryan White Care Council was called to order at 1:40 p.m. by Mark Mischan, Chair.
- ATTENDANCE/
INTRODUCTIONS** See attached attendance list.
- CHANGES TO AGENDA** We will defer the By-laws amendment in item VIII A until the January meeting.
- APPROVAL OF
MINUTES** The Care Council members voted to approve the minutes from the meeting on November 2, 2005 with two corrections.
- CHAIRPERSON'S
REPORT**
- Mark thanked everyone for the cards and support he received after his brother's death.
- Mark asked Susan to review the new Travel Reimbursement form. Susan explained that each trip has to have a departing and arriving street address. The form requires an individual's social security number but the number will not be forwarded when the form is sent to the Grantee's office for reimbursement.
- Mark and several other members commented on the many successful World AIDS Day events in the area. There was some media coverage. Attendees asked questions that still indicate a strong need for education re HIV/AIDS.
- Mark attended the WICYF Town Hall event on 11/18/05 and reported that there were excellent presentations and an excellent turnout.
- Marie Dolphin reported that the AIDS Housing Coalition group associated with HOPWA will have a focus group on 1/27/06. Time TBA.
- Mark reported that in an effort to encourage all kinds of feedback, we are working on a written feedback/issues form that can be used at meetings to raise concerns. Once developed, the purpose of the form will be to expand opportunities to give feedback, not to create more bureaucracy or imply that verbal

feedback is not welcome. He will report on this effort at a later meeting.

Mark asked the members for their preference regarding having some training during regular Care Council meetings. Members indicated a preference that training be included every other month. Susan will give Mark the results of the training survey completed by Care Council members recently. A member suggested training on Hepatitis C as it relates to co-infection with HIV/AIDS.

Mark reviewed the additional work plans submitted since the last Care Council meeting. Work plans from Client Services, Planning and Evaluation, Rural Issues, Women, Infants, Children, Youth and Families, and Minority Advocacy, Membership and Health Services Advocacy, and RPARC have now been submitted and approved by the respective committees. There was one word correction in the WICYF Work Plan.

Motion to accept all work plans as submitted. (Motion: Jim Roth, Second: Amy Mock.) Motion passed with 20 yes votes, 0 no votes, and 0 abstentions.

MOTION 12/05-01

THAT ALL COMMITTEE WORK PLANS BE ACCEPTED AS SUBMITTED.

GRANTEE'S REPORT

The Grantee reported he has received informal positive feedback from HRSA regarding the Title I submission. We do not have any word yet as to what will be funded.

The Grantee has been notified that there will be a 5% reduction in Title II funding for the coming year. This will mean an \$80,000 reduction. The Grantee has submitted suggestions for reducing funding to some categories for the December RPARC meeting. There was a question as to why there was a 5% reduction and Jim Roth explained that it was actually a cut in federal funds received last year. The state was able to maintain level funding last year so that existing contracts did not have to be amended but that is not possible again this year. There was an increase in ADAP dollars but that money can only be used in ADAP.

The contract for website development has been awarded to RNT and Associates. There will be a meeting regarding website

development on 12/19/05 at the County office, 601 E. Kennedy Blvd, Tampa. Members may request additional information from Aubrey if they are interested in attending. RNT hopes to have the website operating in the spring.

The Grantee has been working toward implementation of the Ryan White Information System (RWIS) and plans to have it operating as of 3/1/06. There will be training for providers.

The Quality Management and MAI capacity building projects are progressing. The Minority Advocacy Committee continues to work on the capacity building project. There will be a focus group at the next MAC meeting on January 13, 2006 (Spring Oaks, 11 am to 1 pm) and all interested parties are invited to attend. RNT plans to have recommendations on the MAI project ready in February 2006. There will be a QM meeting for providers on 12/9/05 to review outcomes and Hillsborough County staff will attend a one-day retreat with RNT on 12/16/05. RNT will do a mini-team-building exercise at the Care Council meeting on 1/12/06.

Responding to a question, Aubrey said that the emergency information number is still operating. When there is no emergency, the number addresses local HIV/AIDS resources. In case of an emergency, it would re-direct consumers as to where services are available. The number is (813) 272-5555. There are also plans to include emergency information on the website.

There was a question about whether the Grantee has been tracking service requests from individuals displaced by the hurricanes. Aubrey said they have been tracking requests and only know of 8 individuals who have identified themselves as hurricane evacuees. There may be more people who have sought service in the area but have not identified themselves as relocated because of a hurricane. On a related issue, Pinellas County has been experiencing an increase in requests for HIV/AIDS services at the rate of about 25 to 30 new cases each month. A specific reason for the increase is not known at this time. The testing programs have experienced increased volume and increased positive results. There is also a national trend of increasing HIV/AIDS cases amongst people over age 45.

COMMITTEE REPORTS A. Membership – Janet Kitchen, Co-Chair

At the meeting held on 11/21/05, the group discussed the work plan, making changes in goals 1 and 8. They also discussed whether a co-chair of a committee is considered to be “in training” to become chair and how this is affected by term limits. They received the clarification that it is not necessarily assumed that a co-chair will become chair of a committee. The membership committee has suggested that the Care Council consider sponsoring a training on Medicare Part D and Janet will contact Joe Lennox Smith to see if he would be willing to do such a training.

Next Membership Committee meeting is scheduled for Monday, 12/19/05 at the West Tampa Care Center, 12:30 to 2:00 pm.

B. Planning and Evaluation – Jim McGarvey, Chair

At the meeting held on 11/15/05, there was discussion on the comp plan and on the unmet needs survey. The committee agreed to draft a pilot survey to use with a few populations. Dixie Morgese reported on a successful method in Duval Co. that tied together testing and care referrals. The group also discussed ways to reach newly diagnosed consumers.

Two public hearings were held on the plan with 16 community members attending. Jim presented the Comprehensive Plan for acceptance by the Care Council. One member noted some updated addresses are needed. A member commented that the plan is very well done and the Care Council thanked Teresa Kelly for her excellent work over the years. There was a brief discussion about the difference between “adopting” and “accepting” a document. Bob Reynolds volunteered to share the Power Point presentation with interested groups as requested.

Motion to accept the Comprehensive Plan (with address updates as identified). (Motion: John Melartin. Second: Amy Mock). Motion passed with 20 yes votes, 0 no votes, and 0 abstentions.

MOTION 12/05-02

THAT THE COMPREHENSIVE PLAN BE ACCEPTED BY THE CARE COUNCIL.

A series of input sessions about care and funding priorities will be held in January and February. Consultant Bruce Strahl will conduct the meetings. The sessions will be held on:

January 26, 2006, 6:30 to 8:00 pm at Metro Charities

February 2, 2006, 6:30 to 8:00 pm at Spring Oaks

February 15, 2006, 12:30 to 2:00 pm at the Polk Specialty Care Clinic.

C. Client Services – Janet Kitchen, Co-Chair

The Client Services Committee met on 11/21/05. The group discussed Medicare Part D and information on nutrition. Information was provided on scholarships for the World AIDS conference in Toronto, Canada, August 13-18, 2006. Information and scholarship applications are available from www.AIDS2006.org. Deadline for scholarship applications is February 22, 2006.

Mark asked the Client Services Committee to follow-up on two items--first, the development of a quality assurance program that will allow the Care Council to support consumers in resolving questions regarding their care and in getting excellent, consistent care and second, developing a tri-fold document to be available throughout our TSA and be given to individuals that are newly diagnosed so that they have clear information on where to begin to seek care, case management and other services.

Next Client Services meeting scheduled for Mon 12/19/05, 2:00 to 3:30 pm at the West Tampa Care Center.

D. Health Services Advisory - Jim Roth, Co-Chair

The committee met on 11/17/05 and adopted its work plan. They also discussed the service definitions provided by RNT and Associates and adopted Drug Reimbursement Standards that are in compliance with the Florida Administrative Code.

Next Health Services Advisory meeting is scheduled for Thurs 12/15/05, 2:00 to 3:30 pm at the Hillsborough County Health Department. Discussions about the service definitions, Medicare Part D, and Qualified Provider Services are scheduled.

E. Minority Advocacy – David Stubbs, Co-Chair

The committee heard an update on the MAI Capacity Building and QM projects and discussed a system-wide grievance procedure that could include a mediator.

Next meeting scheduled for Fri 1/13/06, 11 am to 1 pm at Spring Oaks. This meeting will be a focus group for the CareRARE methodology for the MAI Project.

F. RPARC – Dave Konnerth, Chair

At the meeting on 11/15/05, RPARC adopted a formal attendance policy which is similar to the Care Council attendance policy without the option of members having voting alternates. This policy is not meant to exclude anyone from the committee or the allocations process, rather, it is designed to allow the committee's work to proceed by making it more likely to have a quorum for action items presented at meetings.

RPARC will consider the Grantee's recommendations for adjusting to the 5% reduction in Title II funding at the next meeting.

Next meeting scheduled for Tues 12/13/05, 1:30 to 3:30 pm at Pinellas Park Station.

G. Rural Issues – Deborah Robinson, Chair

Deborah has created a manual for Rural Issues (with beautiful artwork provided by a high school student). The next Rural Issues meeting will be a social gathering with the goal of helping rural providers and consumers re-connect.

Next meeting scheduled for Wed 12/14/05, 12:30 to 2:00 pm at the Specialty Clinic in Bartow.

H. SIOC – Mark Mischan, Chair

No report. The committee did not meet in November.

I. WICYF – Amy Mock, Co-Chair

The committee was delighted to have 18-20 consumers attend the Town Hall meeting on 11/18/05. Amy thanked the providers

and others who worked so hard to have consumers attend. The speakers were well received and fielded questions and concerns in an informative and compassionate manner. A member asked if a theme emerged in the Town Hall meeting and Amy reported that many of the concerns and needs centered around housing availability and the requirements (some very difficult to meet) to be eligible for some housing opportunities. Marie Dolphin re-iterated her desire to have a lot of input at the housing focus group on 1/27/06.

The group has decided to meet every other month. The next meeting will be on Thursday, January 26, at Ed's Place in St. Petersburg.

PUBLIC POLICY

Aubrey reported that the CARE Act has not yet been re-authorized and our local HRSA contact said they do not know when it will be reauthorized or what it will look like when it is. President Bush spoke about AIDS on World AIDS Day and he has outlined five policy principles he intends to follow.

COMMUNITY CONCERNS

Marylin Merida spoke about The AIDS Institute. This education and advocacy group remains an excellent resource for consumers, providers, and individuals seeking information. The website, www.theaidsinstitute.org contains links and information about contacting legislators and advocating for policy and services. Marylin emphasized the importance of educating our legislative representatives and policy makers. The group no longer has funding to help consumers travel and attend advocacy events. Marylin will provide Care Council members with tools for advocacy at a future meeting.

Marylin also reported that the AIDS Alliance has \$40,000 to \$50,000 available for aid to evacuees from Hurricane Katrina. If anyone knows someone from Hurricane Katrina that is in need, please refer him/her to Marylin and she will facilitate a referral to the AIDS Alliance. Marylin's phone number is (813) 974-8850.

The Nuts and Bolts training for case managers is only being offered in Tallahassee this year. Case managers can contact Aubrey for more info on this training.

Bob Reynolds announced that the PWA Holiday Dinner will be on Sunday, 12/11/05. There is information about this event and other events on the summary sheet distributed at the meeting.

ADJOURNMENT

There being no further business to come before the Care Council, the meeting was adjourned at 3:40 p.m.

Note: A tape recording of the meeting is available for review at The Health Councils.

ATTENDANCE LIST

December 7, 2005

Care Council Members**Present**

Wayne Bibeault	X
Robbie Bouplon	X
Rogelio Capo	
Barbara Clark-Alexander	A (Marylin Merida)
Candi Clark	
Marie Dolphin	X
Carla Foster	X
Lois Hall	X
Natalie Jackson	X
Craig Kelley	Ex
Janet Kitchen	X
David Konnerth	X
Jeannie Lewis	A (Daniel Davis)
Kyle Lidge	
Wendell Martin	X
Aritus Miller	
Mark Mischan	X
Amy Mock	X
Jan Neeson	
Andrew Paquette	A (John Melartin)
Priya Poulimas	X
Gail Prichard	
Bob Reynolds	X
Deborah Robinson	X
Jim Roth	X
David Stubbs	X
Crystal Underwood	X
Donnette Waul-Santiago	EX

Associate Members

Michael Amidei	X
Keith Edwards	
Debbie Langhorne	X
John Melartin	X (Alternate for Andrew Paquette)
Robert Tate	X
Bill Thomas	X

Staff**Present**

Aubrey Arnold	X
Susan Josephson	X
Teresa Kelly	X