



**RYAN WHITE CARE COUNCIL
WEST TAMPA NEIGHBORHOOD CENTER, TAMPA
WEDNESDAY, FEBRUARY 6, 2008
1:30 P.M. - 3:30 P.M.**

MINUTES

- CALL TO ORDER** The meeting of the Ryan White Care Council was called to order by Carla Baity, Vice Chair at 1:38 p.m.
- ATTENDANCE** See attached attendance list.
- CHANGES TO AGENDA** Members agreed by consensus to allow the Chair to present the SIOC (Standards, Issues, and Operations Committee) report in place of the Chair's report.
- ADOPTION OF MINUTES** The minutes for December 5 were approved (M: Konnerth, S: Clemmons) with 20 yes votes, 0 no votes and 2 abstentions (Melartin, Waul-Santiago).
- CHAIR'S REPORT** The SIOC (Standards, Issues, and Operations Committee) met recently to discuss appropriate behavior during Care Council and committee meetings. The leadership committee agreed that only Care Council business should be discussed at meetings and that discussing personal issues (of self and colleagues) is inappropriate. There should also be no hostile behavior toward other members or guests. Since all meeting attendees are volunteers, no one should feel intimidated or uncomfortable. The committee requested that Membership add something to the bylaws to address the concern after the Grantee gathers info from other EMAs (Eligible Metropolitan Areas) and the legal department. Members were reminded that correspondence from support staff can be trusted, but information from others may need to be clarified.
- GRANTEE'S REPORT** Aubrey Arnold stated that another Request for Application (RFA) has been posted since there were a few services that received no bids with the last RFA. The new RFA deadline is Friday, February 15th. Contracts should be in place and ready for services to begin with the start of the Part B grant year.
- Aubrey indicated that the Ryan White Information System (RWIS) has successfully completed the source code review with only a few low level remediations. Refresher training will be provided to all users through the

month of February while client level data is being loaded into the system.

The MAI (Minority AIDS Initiative) grant guidance has been received and the county is in the process of preparing a response. The submission will resemble a progress report since the application is non-competitive.

All MAI contracts will be re-bid this Spring in accordance with the original plan outlined for those services. The Grantee's office will review the services with the assistance of the MAC (Minority Advocacy Committee) to determine the need for modifications to any services.

The FY08 grant year for Part A begins March 1 although we have not received our grant award at this time. In the grant application, a 5% increase was requested. Notification of grant award should be received by March 1.

Aubrey discussed the potential impact to the Ryan White Program with the passing of Amendment 1. Since the program is predominately grant funded, a minimal impact is expected in the short term. Since the county government is expecting a \$70 million decrease in revenue as a result of Amendment 1, there could be an impact felt in FY 09. All government departments are expected to find ways to operate more efficiently.

COMMITTEE REPORTS

A. Client Services – John Melartin, Co-Chair Membership – Bill Thomas, Member

The committees held a joint meeting. Joe Lennox Smith sponsored a medication education session.

B. Health Services Advisory Committee (HSAC)– Jim Roth, Co-Chair

The committee met with representatives from Planning & Evaluation. Jim McGarvey and Marty Clemmons asked for committee input regarding eligibility alignment. Members also discussed the Quality Management program and stressed the importance of checking reports for accuracy. After discussing several options with the formulary, members decided to keep an open formulary until the Ryan White Information System (RWIS) is operational and can collect utilization data.

C. Minority Advocacy Committee (MAC) – Laura Dunn, Member

The committee planned for a community-wide meeting to address the issue of linking HIV positive ex-offenders to services in the local communities once they are released from prison. The community meeting will involve representatives from agencies that provide services, Department of corrections staff and local community leaders.

D. Planning and Evaluation (P&E) – Jim McGarvey, Chair

The committee did not meet in the month of January. They will again

address the issue of eligibility alignment at the February meeting.

E. Resource Prioritization and Allocation Recommendations Committee (RPARC) – Dave Konnerth, Chair

A committee training was held in January to inform members about the origination of patient education as a sub-service of primary care. Vicki Kenyon provided some valuable information to the committee members.

F. Rural Issues – Linnwood Davis, Chair

The December meeting was a covered dish social at the St. Luke's Life Center in Lakeland. Jackie Smart with Polk Works shared information to help disabled individuals get back to work.

G. Women, Infants, Children, Youth and Families (WICY&F)– Janet Kitchen, Member

The committee is planning their Mother of the Year event for May. They are looking at ways to improve participation in their community events. The members are also working with the Minority Advocacy Committee on the service linkages for individuals released from prison.

QUALITY MANAGEMENT UPDATE

Gilda Roman Nay Torres of RNT & Associates presented an update on the Quality Management program. Members were provided with a notebook of data by service category that was collected during the most recent reporting period. Gilda reminded members that the data was preliminary since the tools are being revisited by each group of service providers. The tools will be refined before the next data collection. Gilda will provide updates twice yearly to the Care Council.

PUBLIC POLICY REPORT & COMMUNITY CONCERNS

There were no community concerns shared nor any report on current public policy.

ANNOUNCEMENTS

Mark Mischan announced that the City of Tampa HIV/AIDS Housing Collaborative needs consumer members to help make decisions. The group meets monthly on the third Friday at Jan Platt Library.

Members announced other upcoming community events.

ADJOURNMENT

There being no further business to come before the Care Council, the meeting was adjourned at 3:05 p.m.

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

ATTENDANCE LIST

February 6, 2008

Care Council Members**Present**

Michael Amidei	
Carla Baity	X
Ramon Benitez	Ex
Robbie Bouplon	X
Armando Carrasco	X
Barbara Clark-Alexander	X
Martin Clemmons	X
Linnwood Davis	X
Laura Dunn	X
Juanita Escobedo	
Jean Getchell	X
John Greenwood	
Lois Hall	
David Hasiba	X
Natalie Jackson	A (James McGarvey)
Joyce Johnson	
James King	X
Janet Kitchen	
David Konnerth	X
Brent Laartz	X
Wendell Martin	
John Melartin	X
Aritus Miller	X
Patti Nagel	X
Andrew Paquette	X
Priya Poulimas	X
Deborah Robinson	X
Jim Roth	X
Tina Van Doren-Ruppell	X
Donnette Waul-Santiago	X
Vernon Williams	

Associate Members

Laura DeMars	
William Miller	
Barbara Szelag	
Bill Thomas	X

Grantee Staff

Aubrey Arnold	X
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Health Councils Staff

Nicole Brown	X
Collette Tomberlin	X