



**RYAN WHITE CARE COUNCIL
CHILDREN'S BOARD, TAMPA
WEDNESDAY, FEBRUARY 3, 2010
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 Dave Konnerth, Chair at 1:35 p.m.

ATTENDANCE See attached attendance list.

CHANGES TO AGENDA The Vice Chairperson's Report was removed from the agenda.

ADOPTION OF MINUTES The minutes for December 2 were approved with 18 yes votes and 0 no votes.

CHAIR'S REPORT Dave Konnerth reminded members to be professional when sending e-mails and that all e-mails sent to government employees become public record. Dave asked members to monitor their behavior at committee meetings and to refrain from arguing and raising voices which makes everyone uncomfortable. It is difficult to retain members when they do not feel comfortable sharing their viewpoint.

GRANTEE'S REPORT Aubrey stated that there will be a training provided by the Florida Department of Health for case managers in April. The two day training will be conducted by Suzanne Stephens and will cover the eligibility process and the case management 'nuts and bolts' training. There will also be a HRSA (Health Resources and Services Administration) sponsored training on fiscal management held at the Airport Marriott for providers to learn skills to improve capacity.

Our Part A grant application has not been scored by the Objective Review Committee so we will only receive our formula award and MAI (Minority AIDS Initiative) funding on March 1, 2010. Our supplemental funding, which is based on the competitive application process, should be received in May.

As part of the procurement process, Hillsborough County posted the scores of bidders based on applications received. Contracts will be negotiated and services will begin with the new grant year. Services include Quality Management, the Assessment of the Administrative Mechanism, HOPWA (Housing Opportunities for Persons With AIDS) in

Manatee County, oral health in Highlands, oral health and medical case management in Polk.

The County information technology staff is working to ensure that all aspects of the Ryan White Information System (RWIS) are fully compliant with client level data reporting requirements. Providers should be able to extract data from the system for their required reports.

The new oral health provider in Pinellas County, Alpha Dental, is working successfully seeing patients and smoothing the transition for patients who need to move from one provider to another based on funding source.

As of march 1, there will b no Part B housing funds distributed by Metro Charities. This category was not refunded for the upcoming year so that the money could be used for other needs in the rural communities.

COMMITTEE REPORTS

A. Client Services –

There was no report shared.

B. Health Services Advisory Committee (HSAC) - John Melartin, Co-Chair

The committee discussed the Primary Care Provider Survey and determined changes before sending to the network providers.

C. Membership – Bob Reynolds, Chair

The committee presented a new voting member for consideration. The following motion passed with 18 yes votes and 0 no votes:

THAT THE COUNCIL ACCEPTS THE NOMINATION OF JOHN GEESLIN AS A VOTING MEMBER REPRESENTING MANATEE COUNTY (2010-2012). THE COUNCIL WILL FORWARD THE NOMINATION TO HILLSBOROUGH COUNTY BOARD OF COUNTY COMMISSIONERS FOR FINAL APPROVAL.

D. Minority Advocacy Committee (MAC) – Laura Dunn, Co-Chair

Committee members held discussion groups with clients as a follow-up to their recent survey. The gained lots of valuable information and are planning their next steps for empowering clients and reducing stigma.

E. Planning and Evaluation (P&E) – Marty Clemmons, Chair

The committee discussed the changes in the 2009 Ryan White Extension Act and how our local planning council can respond to those requirements. The committee reviewed the four page narrative required as a supplement to our current grant application that discusses

collaboration with local prevention efforts.

A question was raised at the meeting about the protocol for co-morbidity testing. Staff posed the question to the Health Services Advisory Committee and Lois Hall helped answer the question for Care Council members. Providers follow the DHHS (Department of Health and Human Services) guidelines for treatment. As a client is being clinically monitored, testing is done as needed based on a patient's lab values, risk factors and other complaints.

**F. Resource Prioritization and Allocation Recommendations
Committee (RPARC) – Marty Clemmons, Chair**

The committee discussed the Assessment of the Administrative Mechanism (AAM) in December. This document is provided to the Care Council for adoption by Gilda of RNT & Associates. Gilda mentioned the highlights from the assessment which reviews all processes involved in the management of the Ryan White grant. A few typographical errors were noted. The following motion passed with 16 yes votes and 0 no votes:

THAT THE CARE COUNCIL APPROVES THE 2009 ASSESSMENT OF THE ADMINISTRATIVE MECHANISM (GRANTEE ASSESSMENT) WITH CORRECTIONS

The Grantee's office was given a matrix with findings for process improvement. They will present a response in the coming weeks detailing action steps to address the findings.

The committee also presented the final reallocations for Part A and Part B. Both programs are within the final 60 days of their fiscal year which allows the Grantee's office the authority to make final reallocations so they are presented to the council as information only.

| Final FY 09 Part A Reallocations | | |
|----------------------------------|-------------------------------|-----------------|
| Service | County | Decrease |
| Outpatient/Ambulatory | Hillsborough | -10,000 |
| Outpatient/Ambulatory | Hillsborough | -20,000 |
| AIDS Pharmaceutical Assistance | Hillsborough, Pasco, Hernando | -200,000 |
| AIDS Pharmaceutical Assistance | Pinellas | -21,000 |
| Substance Abuse | Pinellas | -7,000 |
| Care Council Support | EMA | -8,843 |
| Administration | EMA | -47,157 |
| Total | | -314,000 |
| Service | County | Increase |
| Outpatient Ambulatory | Pinellas | 80,000 |

| | | |
|-------------------------|----------------|----------------|
| Medical Case Management | Pinellas | 50,000 |
| Medical Case Management | Pasco/Hernando | 45,000 |
| Medical Case Management | Hillsborough | 15,000 |
| Oral Health | Hillsborough | 50,000 |
| Oral Health | Pinellas | 40,000 |
| Medical Transportation | Pasco/Hernando | 18,000 |
| Mental Health | Hillsborough | 10,000 |
| Food Pantry | Hillsborough | 6,000 |
| Total | | 314,000 |

| Final FY 09 Part B Reallocations | | |
|----------------------------------|-----------|----------------|
| Service | County | Decrease |
| Outpatient/Ambulatory | Hardee | -5,935 |
| Oral Health | Hardee | -2,410 |
| Administration | TSA | -6,500 |
| Total | | -14,845 |
| | | |
| Service | County | Increase |
| Medical Case Management | Pinellas | 10,845 |
| Medical Case Management | Highlands | 2,000 |
| Direct Client Service Fund | Highlands | 2,000 |
| Total | | 14,845 |

Marty and Aubrey mentioned that as a change to the legislation, our unobligated balances threshold will change from 98% to 95%. It is still our local goal to spend out at 99-100%. The fiscal year 08-09 budget was spent out at over 99% with only \$28,000 left for carryover out of a \$9 million dollar budget.

G. Rural Issues – Randy Masters, Chair

The committee reviewed their work plan to determine if they were meeting their goals. They are seeking meeting locations in other rural counties. The committee is planning an event at the beginning of May. They are also working on compiling information about various support groups meeting in the rural counties. The committee discussed their role in the needs assessment survey process and ways they could assist with disseminating and collecting surveys.

H. Standards, Issues and Operations (SIOC) –

The committee did not meet.

I. Women, Infants, Children, Youth and Families (WICY&F) – JaDawn Wright, Chair

The committee has begun meeting at 9:30 AM. They planned their annual Mother’s Day celebration for Friday, May 7th in Hillsborough with a theme of Celebrate You focusing on inner strength. The committee is working to involve more new positives into their events to help spread awareness.

The committee is planning for two additional events this year on July 13 and November 10.

**PUBLIC
POLICY
REPORT &
COMMUNITY
CONCERNS**

Marty asked how members could assist with recruitment and what categories of representation were needed. Bob indicated that we are in need of a member from Pasco County, minorities and particularly female clients from all areas.

Bill requested information about the coordination of funding sources and how to assist clients in knowing where to turn for assistance.

**ANNOUNCE-
MENTS**

Members announced upcoming community events. Most have been or will be shared in the “Information Share” e-mails sent by staff.

The Membership Committee requested that each council member complete a survey to indicate their training preferences for the upcoming retreat.

Staff asked for the help of each and every member and all provider agencies in distributing, collecting and assisting clients in completing the upcoming Anonymous Needs Survey. The survey will be available online in English and Spanish. It will be available in paper copy in English, Spanish and Creole. The survey is used to gather data about client needs to use in our grant application when requesting funds and by the planning body when allocating funds.

ADJOURNMENT There being no further business to come before the Care Council, the meeting was adjourned at 3:00 p.m.

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

ATTENDANCE LIST

February 3, 2010

Care Council Members**Present**

| | |
|------------------------|------------------|
| Michael Amidei | |
| Gene Bundrock | |
| Martin Clemmons | X |
| Vincent D'Agostino | X |
| Linnwood Davis | X |
| Laura Dunn | X |
| Wayne Fernald | |
| Edward Ford | |
| Tonica Freeman | X |
| Lois Hall | X |
| David Hasiba | X |
| Denis Hayes | |
| Laureen Husband | |
| Natalie Jackson | X |
| James King | X |
| Janet Kitchen | |
| David Konnerth | X |
| Marshall Lee | X |
| Andrew Maldonado | A (Jim Roth) |
| Randy Masters | X |
| John Melartin | X |
| Crisaida Mendez | |
| Don Metzgar | A (Bob Reynolds) |
| Anil Pandya | |
| Guttenberg Pierre, Jr. | X |
| Bill Quercia | X |
| Tyrone Stamps | |
| Donnette Waul-Santiago | |
| JaDawn Wright | X |

Associate Members

Bill Thomas
Tom Wood

Grantee Staff

Aubrey Arnold X

Health Councils Staff

Nicole Brown X
Collette Tomberlin X