



**RYAN WHITE CARE COUNCIL
JAN PLATT LIBRARY, TAMPA
WEDNESDAY, NOVEMBER 7, 2007
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 Wendell Martin, Chair at 1:37 p.m.

ATTENDANCE See attached attendance list.

CHANGES TO AGENDA There were no changes to the agenda.

ADOPTION OF MINUTES The minutes for September 5 were approved (M: Clemmons, S: Roth) with 22 yes votes, 0 no votes and 1 abstention (Kitchen). The minutes for October 3 were approved (M: Amidei, S: Poulimas) with 22 yes votes and 0 no votes.

CHAIR'S REPORT Wendell Martin shared the committee work plans for the upcoming year.

Wendell shared information with all members from the HRSA (Health Resources and Services Administration) planning council manual and from our Care Council bylaws regarding conflict of interest. Wendell reminded members that they are on the Council to represent the larger community and not a single agency and once their conflict has been disclosed that members should vote their conscience.

GRANTEE'S REPORT Aubrey Arnold shared that the Part A grant application has been submitted and our EMA (Eligible Metropolitan Area) is requesting a five percent increase. The current Request for Application (RFA) bid documents are due November 27 and scoring team members are needed. These dollars are from expiring contracts, and new contracts will be 5 years with annual renewal.

Clients in all eight counties are required to have been through the eligibility screening or have a scheduled appointment by February 29, 2008. Any client in the EMA found ineligible by income may still be served through Part A funds.

The Anonymous Needs Survey data collection period has closed. Staff

are in the process of gathering all surveys from agencies and will enter and tabulate responses. The Hillsborough/Hernando/Manatee area is still under-sampled, but responses are fairly proportionate to the infected population. A summary report will be generated to identify service needs and gaps for planning purposes.

**COMMITTEE
REPORTS**

A. Membership – Michael Amidei, Chair

The committee is actively recruiting a representative to fill the substance abuse seat on the Council.

The committee presented a bylaw revision in September to establish a formal parliamentarian. Following the required 30 day review, the committee presented a few wording changes to the bylaw revision. The following motion passed (M: Baumgartner, S: Hasiba) with 19 yes votes and 0 no votes:

**MOTION
11/07-01**

THAT THE BYLAWS BE CHANGED WITH AMENDED WORDING TO ESTABLISH A FORMAL PARLIAMENTARIAN TO BE CONSISTENT WITH THE REQUIREMENTS OF THE OTHER OFFICERS

The committee presented a bylaw revision in September to designate the Care Council Vice-Chair as the Chair of SIOC (Standards, Issues, and Operations Committee). The following motion passed (M: Kitchen, S: Hasiba) with 18 yes votes, 0 no votes and 1 abstention (Baity):

**MOTION
11/07-02**

THAT THE BYLAWS BE CHANGED TO DESIGNATE THE CARE COUNCIL VICE CHAIR AS THE CHAIR OF THE STANDARDS, ISSUES AND OPERATIONS COMMITTEE (SIOC)

The committee presented revisions to the bylaws to reflect current wording used in the legislation. This revision is presented for a 30 day review and will be voted on at the December meeting.

Michael requested that another member of the committee lead the selection of parliamentarian since he is running for the position. Marty Clemmons presided. With the new bylaw amendment approved, the floor was open to nominations for the position. Michael Amidei and Robbie Bouplon were both nominated. Nominations will remain open until a ballot vote is cast at the December meeting.

Michael indicated that the committee has noticed that there are quite a few members who are not in compliance with the bylaws. Members will receive notice of any noncompliance with attendance at Care Council, retreats, orientation or committees.

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

Jim shared that the committee is working on revisions to minimum standards to reflect the new HRSA (Health Resources and Services Administration) service definitions. The following motion passed (M: Clemmons, S: Amidei) with 18 yes votes and 0 no votes:

**MOTION
11/07-03**

THAT THE REVISED MINIMUM STANDARDS OF CARE FOR OUTPATIENT/ AMBULATORY MEDICAL CARE, HEALTH INSURANCE, MENTAL HEALTH, SUBSTANCE ABUSE SERVICES OUTPATIENT, TREATMENT ADHERENCE COUNSELING, AIDS PHARMACEUTICAL ASSISTANCE (LOCAL), MEDICAL CASE MANAGEMENT SERVICES, ORAL HEALTH, FOOD BANK/HOME DELIVERED MEALS/NUTRITIONAL SUPPLEMENTS, MEDICAL NUTRITION THERAPY, AND REHABILITATION SERVICES BE ADOPTED BY THE CARE COUNCIL.

The committee also presented newly created minimum standards of care for Outpatient/Ambulatory Medical Care for Women, Infants, and Children. The following motion passed (M: Clemmons, S: Baity) with 17 yes votes, 0 no votes and 1 abstention (Miller):

**MOTION
11/07-04**

THAT THE MINIMUM STANDARDS OF CARE FOR OUTPATIENT/AMBULATORY MEDICAL CARE FOR WOMEN, INFANTS, AND CHILDREN BE ADOPTED BY THE CARE COUNCIL

The committee is currently discussing the option of aligning eligibility for Part A with Part B. They will review data to help determine how many clients would be affected by this more restrictive requirement.

C. Client Services – Janet Kitchen, Chair

The committee worked on the newly diagnosed brochure to assist HIV+ individuals with ways to connect to care. The brochure will be kept simple and easy to read.

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

The committee did not meet in October.

E. Minority Advocacy Committee (MAC) –Jacqueline Tobar-Lax, Member

The committee worked to finalize their work plan, discussed having multiple agencies collaborate on grants for additional funding to assist minorities, and presented fundraising ideas.

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

The committee did not meet in October.

G. Rural Issues –Deborah Robinson, Co-Chair

The committee had a presentation from St. Luke's Life Center which is now offering affordable housing to local residents. The committee also discussed plans for events scheduled around World AIDS Day which include an art contest, social gathering, walk-a-thons and a banquet. Community based organizations and key supporters of HIV work will be honored at the banquet.

H. Standards, Issues, and Operations Committee (SIOC) – Wendell Martin, Chair

The committee did not meet last month.

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

The committee planned their semi-annual town hall which will be a Health Fair. They also had a lengthy discussion on eligibility with the Grantee's office answering many questions.

MINI TRAINING Ray Reed, Division Director of Hillsborough County's Health and Financial Services, presented information on Hillsborough County's involvement with Ryan White Program. He described the background on becoming involved, the staff and additional departments working with the program, the duties of the grantee, the security measures in place to safeguard protected information, and challenges of the program.

PUBLIC POLICY REPORT & COMMUNITY CONCERNS John Melartin asked about the availability of emergency financial aid assistance stating that he had heard that a case management agency was indicating that very limited funds are available. Aubrey stated that the provider may be at their quarterly spending cap, but he would check into the situation.

Michael Amidei requested that members contact their local homeless coalition to find ways to help during the upcoming cold weather.

ANNOUNCEMENTS Members announced upcoming community events including activities for World AIDS Day on December 1st and the WICY&F Committee's upcoming Health Fair.

Bill Thomas stated that the City of Tampa Housing Coalition has released their report and will hold a meeting on November 30th.

Wendell announced that Carla Baity will chair the Care Council meeting in December. He also stated that he had helped sponsor a fundraiser in Manatee that was successful in raising funds for the children's Christmas

event.

ADJOURNMENT There being no further business to come before the Care Council, the meeting was adjourned at 3:30 p.m.

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

ATTENDANCE LIST

November 7, 2007

Care Council Members**Present**

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

Associate Members

Laura DeMars	
William Miller	X
Barbara Szelag	X
Bill Thomas	X

Grantee Staff

Aubrey Arnold	X
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Health Councils Staff

Nicole Brown	X
Collette Tomberlin	X