



**RYAN WHITE CARE COUNCIL
CLIENT SERVICES COMMITTEE
METRO CENTER - TAMPA
MONDAY, AUGUST 17, 2009
2:00 P.M. – 3:30 P.M.**

MINUTES

- CALL TO ORDER** The meeting was called to order by Denis Hayes, Co-Chair, at 2:00 p.m.
- ATTENDANCE** Members Present: Denis Hayes, Marshall Lee, John Melartin, Bob Reynolds, Tyrone Stamps
Members Absent: David Hasiba, Natalie Jackson, Janet Kitchen, Randy Masters, Don Metzgar, Andrew Paquette, Darlene Smith, Bill Thomas, Tom Wood
Guests Present: William Koliba, Otis Porter
Grantee Staff Present: Debbie Hill
Health Councils Staff Present: Nicole Brown
- CHANGES OR ADDITIONS TO AGENDA** There were no changes to the agenda.
- ADOPTION OF MINUTES** There was no quorum present to approve the minutes for June 15, 2009. The members present approved the minutes (**M:** Lee **S:** Melartin) and staff will contact remaining members to request approval. Phone approval was achieved August 21st (Jackson, Kitchen, Paquette, Smith & Thomas). There were 10 yes votes, 0 no votes and 0 abstentions.
- CONSUMER INPUT** Bob gave updates on a couple of clients that he has been advocating for. He presented the following motion and John added a friendly amendment. The motion was passed after a phone vote on August 21st (Jackson, Kitchen, Smith & Thomas): (**M:** Reynolds **S:** Melartin, 5 yes votes, 0 no votes, 4 abstentions [Jackson, Kitchen, Lee & Stamps]).
- MOTION 8/09 – 01** **THAT THERE BE A MINIMUM OF THREE CONTACTS TO A CLIENT (ONE PHONE CALL, ONE WRITTEN AND ONE TO THE EMERGENCY CONTACT) BY THE CASE MANAGER FOR**

ELIGIBILITY OR IF A CLIENT HAS FALLEN OUT OF CARE. THERE IS AN EXCEPTION IN CASES WHERE THE CLIENT HAS A PATTERN OF NON-COMPLIANCE.

Bob would like this motion to be forwarded on to the Minority Advocacy Committee (MAC), Rural Issues Committee and Women, Infant, Children Youth and Families (WICY&F) Committee for their opinion before suggesting any change to the minimum standards of care for case management.

CARE COUNCIL REPORT

A new member orientation was held in place of a Care Council meeting in August.

NEWLY DIAGNOSED BROCHURE UPDATE

The brochure for people that are newly diagnosed with HIV is being printed this month by the Grantee's office. The Grantee will then share copies with the committee for distribution as well as give copies to each of the agencies.

PEER SUPPORT PROGRAM

It was shared that the Planning and Evaluation Committee has forwarded to the Care Council a set of protocols for a new peer program. Bob shared concerns about the peer program information not being routed through each of the client focused committees.

OTHER COMMITTEE UPDATES

Bob shared that the Membership Committee is still recruiting for a new member from Manatee County.

COMMUNITY CONCERNS/ ANNOUNCEMENTS

Members discussed the swine flu and the upcoming flu season. They would like the Grantee's office to follow up with the local health departments to make sure clients are a priority for vaccines and to add a discussion of flu preparedness to the new provider meetings agenda.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 2:45 p.m.