



**RYAN WHITE CARE COUNCIL  
CLIENT SERVICES COMMITTEE  
METRO CENTER- TAMPA  
MONDAY, OCTOBER 19, 2009  
2:00 P.M. – 3:30 P.M.**

**MINUTES**

- CALL TO ORDER** The meeting was called to order by Darlene Smith, Chair, at 2:01 p.m.
- ATTENDANCE** Members Present: Denis Hayes, Randy Masters, John Melartin, Don Metzgar, Andrew Paquette, Bob Reynolds, Darlene Smith, Tom Wood  
Members Absent: David Hasiba , Natalie Jackson, Janet Kitchen, Marshall Lee, Bill Quercia, Tyrone Stamps, Bill Thomas  
Guests Present: Wayne Fernald  
Grantee Staff Present: Aubrey Arnold  
Health Councils Staff Present: Nicole Brown
- CHANGES OR ADDITIONS TO AGENDA** Members added a discussion on whether to have a combined meeting with the Membership Committee in December.
- ADOPTION OF MINUTES** The minutes for September 21, 2009 were approved as written (**M:** Metzgar, **S:** Masters) with 8 yes votes, 0 no votes and 0 abstentions.
- CONSUMER INPUT** Andrew asked Aubrey about the oral health services in Pinellas County. Aubrey stated that he is aware of the need for dental services in Pinellas County and if our area receives additional funding then this is an area that the Grantee's office would recommend expending but at the current time the services will remain the same. Aubrey also stated that they are trying to get Pinellas County Health Department involved in providing dental services.
- CARE COUNCIL REPORT** Randy stated that the Care Council held a half-day retreat with presentations on RWIS (Ryan White Information System) and HIV perinatal transmission. There was also a brief business meeting to approve Part A reallocations.
- MINIMUM STANDARDS OF** Members reviewed the responses to the proposed minimum standards of care change that would require three contacts to a client about

**CARE**

eligibility. John stated that he introduced the topic at the other client focused committees and that there was a lack of support for the change suggested by providers and clients. Members decided to not continue pursuing this change.

Members also discussed the monitoring tools newly built into RWIS to help case managers remind their clients about their upcoming eligibility renewal. There were also concerns raised about not putting requirements in the minimum standards of care because they are required as part of the provider contract. Some members felt that important issues should be stated in both places.

**DECEMBER  
COMBINED  
MEETING**

Members agreed to hold a combined meeting with the Membership Committee in December. Members would like this to be a mostly social event and Randy offered to contact a local pharmacy representative to provide lunch and a brief presentation. This meeting will be from 1:00 pm to 3:00 pm.

**OTHER  
COMMITTEE  
UPDATES**

Resource Prioritization and Allocation Recommendations Committee (RPARC) is forwarding funding allocation recommendations for the next fiscal year to the Care Council.

The Planning and Evaluation Committee reviewed the Demographics and Epidemiology Report.

The Membership Committee is recommending a new Care Council member and would like the guest packets distribution expanded.

**COMMUNITY  
CONCERNS/  
ANNOUNCEMENTS**

It was shared that Manatee County HOPWA (Housing Opportunities for Persons With AIDS) is now being administered through Hillsborough County.

Darlene shared information on how to register for Toys for Tots and the holiday food assistance with Metropolitan Ministries.

The Prevention Planning Group will be meeting December 10<sup>th</sup> & 11<sup>th</sup> at the University of South Florida.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 3:29 p.m.