



**RYAN WHITE CARE COUNCIL  
CLIENT SERVICES COMMITTEE  
WEST TAMPA NEIGHBORHOOD SERVICE CENTER- TAMPA  
MONDAY, SEPTEMBER 15, 2008  
2:00 P.M. – 3:30 P.M.**

**MINUTES**

- CALL TO ORDER**      The meeting was called to order by Janet Kitchen, Chair, at 2:15 p.m.
- ATTENDANCE**      Members Present: Martin Clemmons, David Hasiba, Natalie Jackson, Janet Kitchen, John Melartin, Bob Reynolds, Bill Thomas  
Members Absent: Aritus Miller  
Guests Present: none  
Grantee Staff Present: Aubrey Arnold  
Health Councils Staff Present: Collette Tomberlin
- CHANGES OR ADDITIONS TO AGENDA**      There were no changes made to the agenda.
- ADOPTION OF MINUTES**      The minutes for July 21, 2008 were approved with one typographical error changed (**M**: Clemmons, **S**: Thomas) with 7 yes votes, 0 no votes and 0 abstentions.
- CARE COUNCIL REPORT**      Members agreed to waive the Care Council report.
- ELECTIONS, MEETING DAY, TIME LOCATION**      The committee elected Janet Kitchen as the chair by acclamation and Bob Reynolds as the interim Co-Chair. A new member is joining the committee and is interested in taking a leadership role, but will need to attend three meetings to become a committee member.  
The committee agreed to keep meeting on the third Monday of the month at 2:00 and will move their meeting location to the Metro Center on Florida Avenue. The following motion passed (M: Reynolds, S: Hasiba) with 7 yes votes and 0 no votes:
- Motion 09/08-01**      **HOLD MEETINGS ON THE THIRD MONDAY OF THE MONTH AT 2:00 AT THE METRO CENTER ON FLORIDA AVE IN TAMPA.  
ELECT JANET KITCHEN AS CHAIR AND BOB REYNOLDS AS CO-**

**CHAIR.**

**WORK PLAN**

Members reviewed the draft work plan and decided on several changes. The following motion passed (M: Reynolds, S: Clemmons) with 7 yes votes and 0 no votes:

**Motion 09/08-02**

**APPROVE THE 2008-09 COMMITTEE WORK PLAN WITH CHANGES**

**NEWLY  
DIAGNOSED  
BROCHURE**

Members reviewed the brochure and noted changes. David will send a revised draft to be forwarded to the committee by the end of the week. Aubrey stated that he would be happy to coordinate the printing at the Hillsborough County print shop and charge the cost to the Ryan White program. He will also facilitate distribution to provider agencies through provider and case manager meetings.

**OTHER  
COMMITTEE  
UPDATES**

There were no updates shared from other committees.

**COMMUNITY  
CONCERNS/  
ANNOUNCEMENTS**

Bob raised a concern about the duplicate documents being required by certain providers to access services even though the client has been through the eligibility process. Janet volunteered to follow up on this concern.

Bill shared that ASAP's (AIDS Services Association of Pinellas) AIDS Walk raised over \$100,000 to be used for the food pantry, medication co-pays and other FACT (For AIDS Care Today) programs. Bill also stated that record numbers of people are accessing the food pantry even within days of being eligible for services. This is an area of great need in our community.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 3:35 p.m.