



**RYAN WHITE CARE COUNCIL  
HEALTH SERVICES ADVISORY COMMITTEE  
HILLSBOROUGH COUNTY HEALTH DEPARTMENT  
THURSDAY, SEPTEMBER 18, 2008  
2:00 P.M. – 3:30 P.M.**

**MINUTES**

- CALL TO ORDER**      The meeting was called to order by Don Kurtyka, Chair at 2:00 p.m.
- ATTENDANCE**      Members Present: Don Kurtyka, Brent Laartz, Roberta Lambert, Steve Palermo, Priya Rajkumar, Jim Roth, Michael Wagner, Donnette Waul-Santiago  
Members Absent: Leslie Betts, Robbie Bouplon, Barbara Clark-Alexander, Vicki Kenyon, John Melartin, Rita Winstead  
Guests Present: Cindy Brown, Bonnie Tiemann, Gene Bundrock  
Grantee Staff Present: Dorinda Seth  
Health Councils Staff Present: Collette Tomberlin
- CHANGES TO AGENDA**      There were no changes to the agenda.
- ADOPTION OF MINUTES**      The minutes for August 21, 2008 were approved (M: Wagner, S: Roth) with 7 yes votes, 0 no votes and 1 abstention (Waul-Santiago).
- CARE COUNCIL REPORT**      Jim Roth shared that the Care Council approved the following items: a new voting member representing Hardee County, the Demographics and Epidemiology Report, the Funding Stream Analysis and Part A Carry-over Allocations. Jim restated information shared by the Grantee that the Part A grant application will be ready for review by September 22 and that the Ryan White Information System has more than 5000 unduplicated clients entered and certified.
- 08-09 COMMITTEE WORK PLAN**      Members reviewed the draft work plan and made changes, edits and revised some due dates. The committee agreed by consensus on the work plan with the changes indicated.
- ELECTIONS MEETING DAY, TIME, LOCATION**      The committee agreed by consensus to elect Don Kurtyka as Chair, Brent Laartz as Co-Chair and to continue meeting on the third Thursday of the month at 2:00PM. The committee will hold their next meeting at Metro Center on Florida Ave.

**QUALITY  
MANAGEMENT**

Members reviewed the quality management section of the draft Part A grant application. Steve had communicated with RNT several times to clear up some concerns with several data points and revisions have been made to the document.

**ANNOUNCEMENTS/  
COMMUNITY  
CONCERNS**

Committee members announced upcoming community events.

Dorinda stated that HRSA will be making some formulary changes that will eliminate over the counter products from being covered by Ryan White funds.

Priya announced that TBAN in Hillsborough has no waiting list for case management.

Bobbi announced that Dr. Laartz will be seeing clients at the Pasco Health Department once each month.

At the next meeting the committee will review the process for and issues with accessing specialty care.

**ADJOURNMENT**

There being no further business to come before the Health Services Advisory Committee, the meeting was adjourned at 3:25 p.m.