



**RYAN WHITE CARE COUNCIL  
MEMBERSHIP, NOMINATIONS, RECRUITMENT AND TRAINING COMMITTEE  
METRO CENTER – TAMPA  
MONDAY, JANUARY 12, 2009  
12:30 P.M. – 2:00 P.M.**

**MINUTES**

- CALL TO ORDER**      The meeting was called to order by Bob Reynolds, Chair, at 12:30 p.m.
- ATTENDANCE**      Members Present: David Hasiba, John Melartin, Andrew Paquette, Bob Reynolds, Bill Thomas  
Members Absent: Michael Amidei, Janet Kitchen, Marshall Lee, Aritus Miller  
Guests Present: Darlene Smith  
Grantee Staff Present: Debra Hill  
Health Councils Staff Present: Nicole Brown
- CHANGES TO AGENDA**      There were no changes made to the agenda.
- ADOPTION OF MINUTES**      The minutes for November 17, 2008 were approved with one correction (**M:** Thomas, **S:** Hasiba) with 4 yes votes, 0 no votes and 0 abstentions.
- CARE COUNCIL REPORT**      Bob shared that he requested that the bylaw changes be tabled because additional bylaw revisions will most likely be presented.
- BYLAW UPDATES**      Members discussed the motion from the Care Council to add consequences to the bylaws for failure to attend orientation. It was decided that if a member could not attend the orientation within ninety days of their membership approval then they would be removed as a member. The following motion was passed (**M:** Hasiba, **S:** Thomas) with 5 yes votes, 0 no votes and 0 abstentions:
- MOTION 1/09 – 01**      **RECOMMEND TO THE CARE COUNCIL THE PROPOSED BYLAW REVISIONS REGARDING ORIENTATION.**  
  
Members reviewed the process by which attendance is maintained for

Care Council voting and associate members. After discussion members decided to ask staff to send a letter to a member each time they are absent from a Care Council meeting and don't send an alternate. The committee wishes that these letters become more assertive with each absence. They asked that staff also maintain a list of members that notified staff that they would be absent from the meeting. Members would also like to review the attendance of Care Council members at each Membership meeting. While in the past Care Council members were removed by the Membership Committee, members have now decided to forward their recommendations to the Care Council for the final decision on removal of members. Members are also concerned about Care Council members that have not become active members of at least one committee. The committee requested that a letter be sent to Care Council members that are currently not members of a committee.

**REVIEW OF THE MEMBERSHIP APPLICATION & CONFLICT OF INTEREST FORM**

Members reviewed the proposed new membership application. There was discussion on the changes to the conflict of interest form and the confidentially statement. Members suggested two minor changes to the document. The following motion was passed: (**M:** Thomas **S:** Paquette, 5 yes votes, 0 no votes, 0 abstentions).

**MOTION 1/09 – 02**

**TO ACCEPT THE NEW MEMBERSHIP APPLICATION REVISION 1/12/09 AS AMENDED.**

Members then discussed the section of the bylaws pertaining to membership applications and suggested a few changes relating to the changes in the membership application. The following motion was passed: (**M:** Hasiba **S:** Melartin, 5 yes votes, 0 no votes, 0 abstentions).

**MOTION 1/09 – 03**

**RECOMMEND TO THE CARE COUNCIL THE AMENDED BYLAW REVISIONS REGARDING MEMBERSHIP APPLICATIONS.**

**CARE COUNCIL APPLICANTS**

Staff reported that there are two current applicants that have satisfactorily completed the application and interview process. After discussion the following motion was passed: (**M:** Melartin **S:** Hasiba, 3 yes votes, 1 no vote [Thomas], 1 abstention [Paquette]).

**MOTION 1/09 – 04**

**THAT DON METZGAR REPRESENTING PINELLAS COUNTY BE RECOMMENDED FOR VOTING MEMBERSHIP OF THE CARE COUNCIL AND THAT JOHN THOMAS WOOD REPRESENTING PINELLAS COUNTY BE RECOMMENDED FOR ASSOCIATE MEMBERSHIP OF THE CARE COUNCIL.**

Staff also reported that they have received an application that is not complete and that they are working with the applicant to get all portions filled out so that their membership can be considered.

**MEETING TIME** While members did not have a discussion on their regular meeting time they did agree to meet at noon on February 16, 2009 due to a full agenda.

**MINI TRAININGS AND APRIL RETREAT** Staff reported that as requested they have contacted the Social Security Ticket to Work Program and they are waiting to hear if someone is available to come on April 1<sup>st</sup>. Members asked staff to contact someone from Vocational Rehab to also be a speaker at the retreat.

**RECRUITMENT VIDEO** There was no discussion on this topic.

**ANNOUNCEMENTS/ COMMUNITY CONCERNS** There were no announcement or community concerns shared.

**ADJOURNMENT** There being no further business to come before the Membership Committee, the meeting was adjourned at 2:05 p.m.