



**RYAN WHITE CARE COUNCIL
MEMBERSHIP, NOMINATIONS, RECRUITMENT AND TRAINING COMMITTEE
METRO CENTER – TAMPA
MONDAY, MARCH 16, 2009
12:00 P.M. – 1:30 P.M.**

MINUTES

- CALL TO ORDER** The meeting was called to order by John Melartin, Co-Chair, at 12:05 p.m.
- ATTENDANCE** Members Present: David Hasiba, Denis Hayes, Janet Kitchen, Marshall Lee, John Melartin, Andrew Paquette, Bill Thomas
Members Absent: Michael Amidei, Bob Reynolds
Guests Present: Don Metzgar, Tom Wood
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 February 16, 2009 were approved as written (**M:** Hasiba, **S:** Thomas). There were 6 yes votes, 0 no votes and 0 abstentions.
- CARE COUNCIL REPORT** Marshall gave the Care Council report. He stated that the Care Council approved an addendum to the 2008 Epidemiology and Demographics Report and that our area has received forty percent of our formula award for Part A.

It was also noted that the action items sent to the Care Council from the Membership Committee were not presented because there was no one at the Care Council to give the Membership Committee report. These items will be held until the May meeting.

Staff stated that each Care Council member was given a new confidentiality statement and conflict of interest form to fill out. Staff will follow up with those members that were not in attendance. It was also noted that in June there will be an election for a new Chair and Co-Chair of the Care Council. Those members that are eligible to be

nominated were announced at the meeting.

**CURRENT
MEMBERSHIP
REVIEW**

Staff reported that letters were sent out to all members that had missed the March Care Council meeting as requested by the Membership Committee. Staff shared that some Care Council members that had received the letters were upset by being sent a letter for their absence. Some members of the Membership Committee also received letters and voiced displeasure at receiving a letter in the mail. While the letter is not aggressive in tone and does thank Care Council members that notified the office of their absence some people still saw the letter as a reprimand. A few suggestions on how to reformat the letter to make it gentler were also made. Janet originally proposed a motion to only send a letter to Care Council members that had more than one absence from the Care Council but after further discussion the original motion was amended. The following motion was passed (**M**: Kitchen, **S**: Lee) with 5 yes votes, 0 no votes and 1 abstention:

MOTION 3/09 – 01

THAT THE MEMBERSHIP COMMITTEE WILL REVIEW CURRENT MEMBERSHIP MONTHLY AND WILL ONLY SEND LETTERS WHEN THE COMMITTEE DECIDES IT IS APPROPRIATE.

APRIL RETREAT

The full day retreat will be held on April 1st from 9:00 am to 4:00 pm in Tampa at Christ the King Catholic Church. Members reviewed the agenda for the retreat and there will also be a short business meeting as part of the retreat from 3:00 pm to 4:00 pm.

**MEMBERSHIP
RECRUITMENT
CAMPAIGN**

The Care Council is beginning its yearly membership campaign. Staff stated that this year when a couple of current Care Council members roll off there will be open seats for a Part D representative and a Manatee County representative. There is also a need for more non-conflicted PLWH (people living with HIV) especially Black males from Hillsborough County. Applications are due May 8th. Staff announced that recruitment ads have been placed in Creative Loafing, The Watermark, The Florida Sentential and the Bradenton Herald. Staff has also sent letters and flyers to all current Care Council members, committee members and past Care Council members. Applications and additional flyers were distributed to Membership Committee members to help with recruitment.

**ANNOUNCEMENTS/
COMMUNITY
CONCERNS**

The Care Council is offering four scholarships to the 2009 Florida Ryan White Meeting to be held in Orlando April 29th and 30th. Scholarship applications are due Wednesday, March 18th.

Bill stated that there was a mistake at the state level and some PAC (Project AIDS Care) waiver clients received incorrect letters from Part B. This issue is being rectified but has caused confusion for some

clients.

John shared a concern about clients having to give thirty days notice to transfer case management services from one agency to another. He also stated that if that client participated in any activity at that agency then they would have to give an additional thirty days notice.

In addition John voiced concerns about clients getting bills from the hospital when the labs or treatment at the hospital was requested by an HIV clinic. He said that these delays in paying bills by local clinics can add unneeded stress to clients.

Flyers for a couple of out of state retreats were shared.

Andrew shared information on the Florida Medicare Part D Prescription Drug helpline. The helpline number is 1-800-436-6001.

Andrew also shared information on the Florida Statewide Consumer Advisory Group (CAG) and Bill shared information on the Florida HIV/AIDS Advocacy Network.

The Southeast Regional Gay Men's Health Summit will be in Fort Lauderdale August 28th -30th.

There was also a concern raised about the waiting list for case management services. It was stated that some providers have a triage system to quickly get the clients with the most urgent needs into the system.

ADJOURNMENT

There being no further business to come before the Membership Committee, the meeting was adjourned at 1:45 p.m.