



**RYAN WHITE CARE COUNCIL
MEMBERSHIP, NOMINATIONS, RECRUITMENT AND TRAINING COMMITTEE
METRO CENTER – TAMPA
MONDAY, NOVEMBER 17, 2008
12:30 P.M. – 2:00 P.M.**

MINUTES

- CALL TO ORDER** The meeting was called to order by Bob Reynolds, Chair, at 12:40 p.m.
- ATTENDANCE** Members Present: David Hasiba, Marshall Lee, John Melartin, Bob Reynolds, Bill Thomas
Members Absent: Michael Amidei, Janet Kitchen, Aritus Miller
Guests Present: Andrew Paquette, Darlene Smith
Grantee Staff Present: Aubrey Arnold
Health Councils Staff Present: Nicole Brown
- CHANGES TO AGENDA** There were no changes made to the agenda.
- ADOPTION OF MINUTES** The minutes for October 20, 2008 were approved as written (**M:** Thomas, **S:** Melartin) with 5 yes votes, 0 no votes and 0 abstentions.
- CARE COUNCIL REPORT** Bill shared that there are now about 5,500 unduplicated clients in the Ryan White Information System (RWIS). He also added that eligibility has been changed to allow clients to make up to 400% of the federal poverty level and there is no longer an asset limit. The state is forming a new AIDS Drug Assistance Program (ADAP) advisory committee and our area received additional recurring Part B funds.
- BYLAW UPDATES** Members reviewed proposed changes to the bylaws that would make minor revisions to the section relating to membership applications. The following motion was passed (**M:** Melartin, **S:** Hasiba) with 5 yes votes and 0 no votes:
- MOTION 11/08 – 01** **RECOMMEND TO THE CARE COUNCIL THE PROPOSED BYLAW REVISIONS REGARDING MEMBERSHIP APPLICATIONS.**

REVIEW OF THE MEMBERSHIP APPLICATION

Members discussed the current membership application and suggested a few minor changes. The committee also would like a full copy of the bylaws to be sent with every application. Members also decided to remove the option of letting applicants answer the narrative questions during their interview.

The committee also reviewed the conflict of interest form that is currently used. This form appears to come from the federal CARE Act legislation and has not been updated since the Treatment Modernization Act of 2006. Members also discussed issues surrounding the conflict of interest information and keeping it updated.

Members plan to review the changes to the membership application and conflict of interest form in January.

HOLIDAY EVENT

The Membership Committee will be joining with the Client Services Committee to hold a holiday event instead of having a December meeting. This event will be on December 15th and focus on the grievance process.

MINI TRAININGS AND APRIL RETREAT

Members discussed the April full day retreat. They decided that they would like to have a presentation by the Grantee's office on what a dollar buys for each service category and how many people are served by each service. They think that it would be useful for Care Council members to understand what they are buying when approving allocations. It was also asked that the Grantee check with HRSA (Health Resources and Services Administration) and see if a national speaker would be available to present on a current planning issue. They also discussed having a speaker from Social Security speak on clients reentering the workforce.

Mini training topics were discussed and members would like this to be an opportunity for Care Council members to share information on HIV related meetings and conferences that they have attended. They would like to create a calendar of when conferences and meetings, such as the CPP (Community Planning Partnership) and PCPG (Patient Care Planning Group) are held.

RECRUITMENT VIDEO

Aubrey stated that he is still waiting on the recruitment video to arrive from HRSA. It was also mentioned that www.cablepositive.org has technical services and ready-made media pieces.

ANNOUNCEMENTS/ COMMUNITY CONCERNS

The January meeting was moved to January 12th due to the Martin Luther King Jr. Holiday on January 19th.

ADJOURNMENT

There being no further business to come before the Membership Committee, the meeting was adjourned at 2:25 p.m.