



**PLANNING AND EVALUATION COMMITTEE
HOSPICE, CLEARWATER
THURSDAY, JUNE 11, 2009
9:30 A.M. - 11:00 A.M.**

MINUTES

- CALL TO ORDER** The meeting of the Planning and Evaluation Committee was called to order by Jim McGarvey, Chair at 9:35 a.m.
- ATTENDANCE** Members Present: Ginny Boucher, Marty Clemmons, ,Jim McGarvey, Patrick Mercier, Marylin Merida, Andrew Paquette, Bob Reynolds, Jim Roth, Woody Wilbanks, Jr.
Members Absent: Lisa Cohen, Barb Green, David Hasiba
Guests Present: Lolita Emmanuel-Brown, Mac McDougale, Rick Mendiola, Elizabeth Rugg
Grantee Staff Present: Aubrey Arnold
Health Councils Staff Present: Collette Tomberlin
- CHANGES TO AGENDA** There were no changes to the agenda.
- ADOPTION OF MINUTES** The minutes for May 14 were approved unanimously (M: Clemmons, S: Roth).
- CARE COUNCIL REPORT** Marty Clemmons shared that the Care Council approved ten new voting members, elected Dave Konnerth as Chair, Janet Kitchen as Vice Chair and David Hasiba as Parliamentarian. Revisions to the minimum standards of care were approved as well as the Part A increase allocation. A bylaw revision regarding conflict of interest was introduced for review. The Grantee shared that an RFA is ready to go out for the Part A increase and some MAI funds. The unexpended Part A funds from the last grant year have been requested as carry-over. Concerns were shared from ADAP (AIDS Drug Assistance Program) staff regarding aligning Part A eligibility with Part B and a concern from the Insurance Services Program provider regarding program changes to accommodate increased demand for service.
- PEER ADVOCATE WORKGROUP UPDATE** The workgroup met on May 28th with over 20 people in attendance. Workgroup members had researched and gathered data from similar programs around the country and various options were discussed. The workgroup selected a service definition, program competencies and a category for allocation of funding: treatment adherence counseling. The information will be brought back to P&E in the following months for approval.

INSURANCE SERVICES PROGRAM

Elizabeth Rugg gave a brief presentation on the Insurance Services Program detailing eligibility, service benefits, access strategy and program challenges. There has recently been a significant increase in the demand for service in both number of clients and co-pay amount. To meet the needs of as many clients as possible, the provider seeks the flexibility to make program adjustments to respond to a changing environment. After much discussion, the following motion passed (M: Clemmons, S: Merida) with 9 yes votes and 0 no votes:

P&E CONFIRMS A PROVIDER'S RESPONSIBILITY TO RESPOND FLEXIBLY TO A CHANGING ENVIRONMENT AS LONG AS THEY DO NOT EXCEED THE CAP ESTABLISHED FOR A PARTICULAR SERVICE.

NEEDS ASSESSMENT: FOCUS GROUPS/

Due to time constraints, this item was tabled until the next committee meeting. Members will discuss the possibility of forming a subcommittee to work on this.

INTERVIEWS

COMMUNITY CONCERNS

Andrew Paquette mentioned that clients are still having long waits for dental care and even emergency needs in Pinellas County.

ANNOUNCEMENTS

Ginny Boucher shared that there is now a National Veteran's Administration mandate to provide injections for HIV facial wasting. Clients are experiencing significant boosts to their confidence and quality of life following the injections.

Marty announced that P&E will meet at the Hospice in St. Petersburg next month. Beginning in January 2010, we will need to find alternative meeting space and requested suggestions.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 10:55 a.m.