



**PLANNING AND EVALUATION COMMITTEE
HOSPICE, CLEARWATER
THURSDAY, AUGUST 13, 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 Marty Clemmons, Co-Chair at 9:35 a.m.

ATTENDANCE Members Present: Ginny Boucher, Marty Clemmons, Lisa Cohen, Barb Green, David Hasiba, Marilyn Merida, Jim Roth
Members Absent: James McGarvey, Patrick Mercier, Andrew Paquette, Bob Reynolds, Woody Wilbanks
Guests Present: Cecelia Carothers, Lolita Emmanuel-Brown, Mac McDougle, Gilda Roman-Nay-Torres, Carmen Roman
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 July 9 were approved (M: Roth, S: Green) with 7 yes votes and 0 no votes.

QUALITY MANAGEMENT UPDATE Gilda Roman-Nay-Torres shared the preliminary data from the Customer Satisfaction Survey. Data is analyzed by age, gender, ethnicity, race, county of residence, and quality measure for each service category. Each provider receives an analysis for their agency and by service system-wide. Data was collected for 10 provider agencies and 554 surveys were returned for a sample size of approximately 10%. The tools can be shared with non-contracted agencies for consistency in the area. Planning and Evaluation can use the data when prioritizing services and revising standards of care.
Gilda also shared service specific performance reports for the provider quality management data elements collected from May 5 through June 26, 2009. Specific data elements were discussed and reviewed.

COMMUNITY CONCERNS There were no community concerns shared.

ANNOUNCEMENTS The AIDS Walk to benefit ASAP will be held Saturday, September 12th at North Shore Park.

Metro Charities will host Bar AIDS on August 27th as a fundraiser. Local bars will donate a portion of their proceeds.

Marty participated in a conference call from the PEER center about training individuals for a peer support program.

The AIDS Institute has created the Florida HIV/AIDS Advocacy Network to help lobby federal, state and local leaders for support of HIV/AIDS programs.

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