



**PLANNING AND EVALUATION COMMITTEE
HOSPICE, ST. PETERSBURG
THURSDAY, DECEMBER 11, 2008
10:00 A.M. - 11:30 A.M.**

MINUTES

CALL TO ORDER The meeting of the Planning and Evaluation Committee was called to order by Jim McGarvey, Chair at 10:05 a.m.

ATTENDANCE Members Present: Ginny Boucher, Marty Clemmons, Barb Green, David Hasiba, Jim McGarvey, John Melartin, Patrick Mercier, Andrew Paquette, Jim Roth, Jackie Walsch, Woody Wilbanks, Jr.

Members Absent: Lisa Cohen, Wendell Martin, Marylin Merida, Bob Reynolds

Guests Present: Donald Metzgar, Tom Wood

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 November 13 were approved unanimously (M: Clemmons, S: Hasiba).

CARE COUNCIL REPORT Marty Clemmons shared that the Care Council approved some bylaw revisions, the 2009 Comprehensive Plan, FY 08 Part B reallocations and the Assessment of the Administrative Mechanism. There was also a presentation of information from the recent Patient Care Planning Group meeting. The Grantee provided information about the status of the RFA (Request for Application) process, the new program policies and procedure manual and the AIDS Walk.

Marty also shared a brief overview of the public input sessions for the comprehensive plan.

EPIDEMIOLOGY REPORT ADDENDUM Members reviewed the changes to the report suggested by the MAC committee and discussed being more inclusive of all subpopulations. Data limitations and access to data points were discussed. The committee decided to have staff create an addendum that presents the factual data in table format and limits the interpretations presented in the narrative. Individuals or organizations using the data will be able to draw conclusions for their own purposes. Any data comparisons will be

against the mean or total and not a specific subpopulation group. Staff will create prevalence tables by gender and race to include number percentage and adding the rate per 100,000 for HIV and AIDS and add a column totaling HIV/AIDS cases. There will be a separate table to show MSM data since the only specific data available for this subpopulation comes from the 'Out In The Open' report generated by the DOH using data through 2006. This data may not be available for future epidemiology reports at the local level. The following motion passed (M: Hasiba, S: Boucher) with 11 yes votes and 0 no votes:

CREATE SUGGESTED CHARTS AND BRING BACK TO COMMITTEE FOR REVIEW.

**PART A
INCOME
LIMITS**

Members reviewed information from previous meetings and discussions regarding alignment of Part A eligibility criteria with that for Part B or simply establishing criteria for Part A. There was continued discussion about grandfathering clients into the system that would be above the new limit that may be imposed, the process for and responsibility of dealing with exceptions and the success of expending 98% of our funds with stricter eligibility criteria. Aligning Part A with Part B would send a clear, coherent message to clients, make monitoring easier and create a simplified system for providers to follow while allowing us to help the neediest clients. The Part B system currently has an income limit of 400% Federal Poverty Level (FPL) and no asset limit. There is an exception process that allows up to 6 months assistance and is a one time in a lifetime exception. Since HRSA (Health Resources and Services Administration) leaves it up to the local area to determine if any eligibility criteria will be imposed, the following motion passed (M: Melartin, S: Paquette) with 9 yes votes, 0 no votes and 2 abstentions (Boucher, Walsch):

PART A ELIGIBILITY CRITERIA AND PROCEDURES WILL MIRROR PART B EFFECTIVE MARCH 1, 2009.

**TAMPA
HOUSING
PLAN REVIEW**

This item was tabled and will be reviewed at the next meeting.

**COMMUNITY
CONCERNS**

Andrew shared a fact sheet on the Early Treatment for HIV Act. This item may get more attention at the federal level once new leadership is in place.

**ANNOUNCE-
MENTS**

Members announced upcoming community events.

Marty asked members to share their thoughts on changing the time of the meeting and reminded members of the discussion and concerns presented last month. The following motion passed (M: Clemmons, S: Wilbanks) with 10 yes votes and 1 no vote:

**CHANGE THE MEETING TIME FOR THE PLANNING AND
EVALUATION COMMITTEE TO BEGIN AT 9:30AM AND END AT
11:00AM.**

The next P&E meeting will be held at the Hospice location on Roosevelt. Staff will secure a detailed map to be e-mailed with the exact room location.

ADJOURNMENT There being no further business to come before the Committee, the meeting was adjourned at 11:40 a.m.