



**PLANNING AND EVALUATION COMMITTEE  
HOSPICE, CLEARWATER  
THURSDAY, JANUARY 13, 2011  
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, Chair at 9:30 a.m.

**ATTENDANCE** Members Present: Marty Clemmons, Barb Green, David Hasiba, Mac McDougle, James McGarvey, Rick Mendiola, Marylin Merida, Andrew Paquette, Bob Reynolds

Members Absent: Ginny Boucher, Lisa Cohen, Billy Quercia, Priya Rajkumar, Jim Roth, Amanda Schall, Bill Thomas, Woody Wilbanks

Guests Present: Brian Sprague, Nadine Nickeson

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 October 14 were approved (M:Merida, S: Hasiba) with 9 yes votes, 0 no votes and 0 abstentions.

**CARE COUNCIL REPORT** Marty shared that the Care Council discussed the ADAP funding uncertainty. With the Governor's executive order to suspend all rule making, the change will not happen to the lower the federal poverty level eligibility criteria and ADAP predicts that they will be out of funds by mid February. The decision to review all state contracts in excess of \$1M could delay our Part B contract (over \$2M) and allow all Part B contracts to expire requiring a new procurement process and an interruption in services in areas where no other funding source exists.

The Part A Carry Over from FY 09 (\$114,883) was received in notice since the Care Council meeting and will be routed to the Board of County Commissioners for approval and must be spent by the end of February.

A provider network meeting will be held on Friday, January 28<sup>th</sup> at the Children's Board in Tampa. Customer satisfaction surveys will be discussed and distributed. There will be discussion of the Quality Management program and enhancements to the Ryan White Information System (RWIS).

The Care Council approved two new voting members, some revisions to

the bylaws, the Assessment of the Administrative Mechanism, and the reallocations for FY 10 Part A and Part B.

**EXECUTIVE  
SUMMARY  
REPORT**

Staff presented the Anonymous Needs Survey Report and discussed the various sections of the report and the results. The committee voted (M: Reynolds, S: Hasiba) unanimously to approve the Anonymous Needs Survey Report with changes discussed.

**APPROVE THE FY10 NEEDS ASSESSMENT: ANONYMOUS NEEDS SURVEY REPORT AS AMENDED**

**COMMUNITY  
CONCERNS  
ANNOUNCE-  
MENTS**

Andrew stated that he would like to see a review of the service caps and limits and a discussion to lower the income cap for dental services.

Members announced upcoming community events.

The Health Resources and Services Administration (HRSA) is planning a site visit to Tallahassee in January to help find a solution to the ADAP crisis. They are also planning to visit our Grantee's office in Tampa to look at the Ryan White Information System and learn more about how the Grantee effectively merges the administration of both Part A and Part B grants.

Rick stated that the state has proposed several legislative budget requests for additional funding to assist ADAP, but must wait for the legislative session to begin to make those requests.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 11:25 a.m.