



**PLANNING AND EVALUATION COMMITTEE  
HOSPICE, CLEARWATER  
THURSDAY, JUNE 10, 2010  
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: Ginny Boucher, Marty Clemmons, Barb Green, David Hasiba, Mac McDougle, James McGarvey, Marilyn Merida, Andrew Paquette, Priya Rajkumar, Bob Reynolds, Jim Roth, Bill Thomas, Woody Wilbanks

Members Absent: Lisa Cohen

Guests Present: Rick Mendiola, Billy Quercia, 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 March 11 were approved (M: McGarvey, S: Roth) with 13 yes votes and 0 no votes.

**CARE COUNCIL REPORT** Marty shared that the Care Council Chair asked everyone to limit their e-mails and to not conduct committee business via e-mail since it does not allow full participation by all members. All items should be brought directly to a committee meeting.

The Grantee had shared that the Hillsborough County government is working on a plan to control a \$50 million budget shortfall. Ryan White program and staff should remain intact, but may be impacted by ancillary staff and restructuring of other departments.

The state AICP (AIDS Insurance Continuation Program) received a recent \$339,000 budget cut at the state level. As they attempt to sustain the current service level for enrolled clients, the wait list is growing.

As of June 1, ADAP (AIDS Drug Assistance Program) has capped enrollment and started a wait list. The current ADAP formulary will be reduced August 1, 2010. ADAP staff has produced cost containment guidance. Aubrey stated that our local area will be making adjustments to respond to the ADAP crisis - working to limit our local formulary to sustain funds for our local pharmacy program.

Bob shared that Membership Committee is currently recruiting new members and looking at revisions to the bylaws. Marty shared that the Minority Advocacy Committee has moved their meeting location to Spring Oaks. The Care Council adopted the Resource Analysis from P&E. Rural Issues will be holding their next meeting in Dade City in Pasco and WICY&F will hold an event for youth on July 13<sup>th</sup>.

**ANONYMOUS  
NEEDS  
SURVEY  
UPDATE**

Staff shared the number of surveys collected to date compared to the number needed (to achieve a 20% response rate) from each county with a reminder that the race and gender are also very important in the sampling group and not only the total number collected. Members were encouraged to continue collection in all areas, but especially in Hillsborough due to the low response rate there.

**COMMUNITY  
CONCERNS**

Andrew Paquette summarized his concerns from his letter and asked to know more about the insurance programs. Elizabeth Rugg stated that there are two different programs, 1 being the state run AICP (AIDS Insurance Continuation Program) and the local Insurance Services Program (ISP). They share similar policies and procedures, but have some differences. Elizabeth stated that she annually reports performance data to the Health Services Advisory Committee, provides quarterly reports for Quality Management, and program criteria are listed on her agency website. Aubrey stated that the Grantee's office will work to ensure that case managers understand how the program works; this is always a concern because of the staff turnover at case management agencies.

Barb Green commended program staff Barbara Hay for quickly responding to questions from case managers. She suggested that Client Services work on a written list of what needs to be known and she would volunteer herself to help find the answers. Priya Rajkumar stated that there are individual situations that knowing program criteria won't address. For example if a client has \$1000 premium but the program only covers up to \$400 in premiums and the client cannot come up with the other \$600, then they would not be enrolled, even though they would be eligible for service.

The following motion passed (M: Paquette, S: Reynolds) with 6 yes votes, 0 no votes and 5 abstentions (Boucher, Green, Rajkumar, Roth, Wilbanks):

**REGARDING INSURANCE SERVICES, ALL CLIENT ENROLLMENT ELIGIBILITY CRITERIA, SPECIFIC SERVICES PROVIDED, WAITLIST AND OTHER POLICIES AS CONTRACTED BY HILLSBOROUGH COUNTY FOR RYAN WHITE PROGRAMS BE PROVIDED TO PLANNING AND EVALUATION COMMITTEE.**

Members agreed that it is provided as information only and the provider is not expected to make a presentation to the committee.

Marty shared that a concern had been brought up at Client Services

about the Food Bank in Hillsborough. Aubrey stated that the Grantee's office has held a meeting with the provider and is working to rectify the situation regarding the cost differential (\$18 vs. \$20). When the provider initially presented their program change to the Grantee's office it was approved with the understanding that clients were being given more choice and easier access to food. There has also been concern in Pinellas regarding a disparity in distribution sites between the north and south ends of the county. The Grantee is also working with the provider there and hopes to have all of these issues rectified by the end of June.

Bob stated that any provider who is changing their program should be bringing those changes to the committees.

## **ANNOUNCE- MENTS**

Members announced upcoming community events.

June 27<sup>th</sup> is National Testing Day.

Jim Roth shared some facts to keep in mind:

- There are 113 people throughout the state of Florida on the ADAP waitlist as of today, June 10<sup>th</sup>.
- There are 308 throughout the state of Florida on the AICP waitlist as of today, June 10<sup>th</sup>.
- ADAP enrolled 636 new clients last program year in our TSA, 461 of which were in our EMA.

The next P&E meeting will be held July 8<sup>th</sup>.

## **ADJOURNMENT**

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