



**PLANNING AND EVALUATION COMMITTEE
HOSPICE, CLEARWATER
THURSDAY, MARCH 12, 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 9:40 a.m.

ATTENDANCE Members Present: Ginny Boucher, Marty Clemmons, Barb Green, David Hasiba, Jim McGarvey, Patrick Mercier, Jim Roth, Woody Wilbanks, Jr.

Members Absent: Lisa Cohen, John Melartin, Marilyn Merida, Andrew Paquette, Bob Reynolds

Guests Present: Gilda Roman-Nay-Torres

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 February 12 were approved unanimously (M: Roth, S: Wilbanks).

CARE COUNCIL REPORT Marty Clemmons shared that the Care Council approved the 2008 Demographics and Epidemiology Addendum and tabled some Membership items since the committee leaders were not in attendance. The Care Council will be accepting nominations for the position of Chair and Vice Chair with elections to be held in June.

The Grantee's report stated that the recent RFAs (Requests for Application) for Part B services all received responses and services should be in place for the April 1st start of the grant year.

Our area has not yet received the 2009 Notice of Grant Award for Part A services which began March 1. The Health Resources and Services Administration (HRSA) expects to issue a partial grant award in March with the remainder to be sent around May. The recent federal budget included a \$72 million increase in patient care which includes Ryan White Programs. Prevention was flat funded, but we are hopeful that the patient care increase will result in an increase in our local area funding. **Aubrey presented an update at this point stating that our notice of grant award has been received and it reflects approximately 40% of our formula award with the remainder of our grant expected by the end of March.**

The Minority AIDS Initiative (MAI) grant year begins August 1 and our area's total budget is about \$555,000 which is an increase of around 3%, or \$20,000, over the current funding.

The HRSA Office of Performance Review will be doing a site visit here on April 20-21 to look at MAI grant outcomes, management, etc.

The Ryan White Information System (RWIS) has been operational for almost a year with approximately 6,000 unduplicated clients. The Grantee's office recently held technical assistance training for providers. Dave Konnerth was very helpful in sharing his knowledge of the system.

**QUALITY
MANAGEMENT
UPDATE**

Gilda Roman-Nay-Torres of RNT & Associates presented the committee with information gathered from the most recent data collection period. She showed the committee the collection tool for Primary Care and Dental Services along with the corresponding outcomes. Outcomes were also shared for case management services, mental health services and treatment adherence services. Committee members were shown how an individual provider can compare their results against the system-wide results and look for areas to improve.

Members asked questions and received answers on many of the specific items imbedded in the reports. Providers are regularly given reports to help them improve their individual system. The committee agreed to have RNT provide two reports each year that will follow data collection and analysis. The tentative schedule for these reports is August and February.

**NEEDS
ASSESSMENT:
FOCUS
GROUPS**

Due to time constraints, this item was tabled until the next committee meeting.

**COMMUNITY
CONCERNS**

No community concerns were shared.

**ANNOUNCE-
MENTS**

No announcements were shared.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 10:50 a.m.