



**PLANNING AND EVALUATION COMMITTEE
HOSPICE, ST. PETERSBURG
THURSDAY, OCTOBER 9, 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 10:15 a.m.

ATTENDANCE Members Present: Ginny Boucher, Marty Clemmons, Barb Green, Wendell Martin, Jim McGarvey, John Melartin, Patrick Mercier, Marylin Merida, Andrew Paquette, Jackie Walsch
Members Absent: Lisa Cohen, David Hasiba, Lee Luther, Bob Reynolds, Jim Roth, Woody Wilbanks, Jr.
Guests Present: Teresa Gillespie, Georgette King, Mac McDougle
Grantee Staff Present: Aubrey Arnold, Dorinda Seth
Health Councils Staff Present: Collette Tomberlin

CHANGES TO AGENDA Members recognized a moment of silence in honor of Dr. Gene Copello, Executive Director of the AIDS Institute who passed away on Tuesday.

ADOPTION OF MINUTES The minutes for September 11 were approved unanimously (M: Clemmons, S: Melartin) with the addition of the specific changes to the Executive Summary being added.

CARE COUNCIL REPORT Marty shared that the Care Council approved Executive Summary Report and the Part A reallocations. The Care Council retreat followed the business meeting with a clinical update by Dr. Brent Laartz and a Quality Management presentation by Gilda Roman-Nay-Torres.

COMP PLAN SECTIONS Members reviewed Chapters 3, 4, 5 and 6 of the Comprehensive Plan draft. Members requested a verification of the prevention priority populations and that we add statements in Chapter 3 to highlight the population shift in the disease over time and to show the funding rate through the years compared to the population increases over the same years. In the unmet need section, members would like to see a mention of the specific populations that are disproportionately impacted and going without care. Several service providers were added and others removed from the resource analysis to reflect current service provision.
Members also discussed the means of obtaining public input into the plan and would like to have face to face meetings as well as have it

posted on the website with a link to Survey Monkey for anonymous input. Members felt that it was very important to present it appropriately with plenty of opportunity for input versus making it seem already complete. To increase community participation, P&E will attempt to be placed on the meeting agenda of other public groups.

COMMUNITY CONCERNS

Marylin indicated that she did not want the epidemiology addendum to be forgotten.

ANNOUNCEMENTS

Georgette King announced that as part of her work for her PhD, she is working with graduate students at USF to create a template for the epidemiology report that will incorporate HRSA and CDC guidelines. Once complete in early 2009, it will be presented to P&E for review and a determination on whether or not to use it for their epidemiology reporting.

Members announced upcoming community events.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 11:55 a.m.