



**PLANNING AND EVALUATION COMMITTEE  
HOSPICE, CLEARWATER  
THURSDAY, SEPTEMBER 10, 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 Marty Clemmons, Co-Chair at 9:35 a.m.
- ATTENDANCE** Members Present: Ginny Boucher, Marty Clemmons, Barb Green, Mac McDougle, Bob Reynolds, Jim Roth, Woody Wilbanks  
Members Absent: Lisa Cohen, David Hasiba, James McGarvey, Marilyn Merida, Andrew Paquette  
Guests Present: Dave Konnerth, Priya Rajkumar  
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 August 13 were approved (M: Green, S: Roth ) with 5 yes votes, 0 no votes and 2 abstentions (Reynolds, Wilbanks).
- CARE COUNCIL REPORT** Marty shared that the Care Council approved the MAI allocations for FY 09-10, adopted the minimum standards of care for peer support services, approved the revisions to the service caps/limits document, approved two new voting members and approved a bylaw revision regarding conflict of interest. The Clients Services Committee has finalized their newly diagnosed brochure which can be customized by county or area. It is available in Spanish or English. The Grantee announced that the FY 08-09 carryover, earmarked for Insurance Services, should be received by the end of September. There will be a network provider meeting on Friday, October 2<sup>nd</sup> at the Children’s Board to discuss the invoicing process and reconciliation through RWIS, policy updates and provider awards. Our area has received verification that we are in compliance with client level data requirements.
- SERVICE PRIORITIZATION** Members discussed the various elements used to set service priorities each year. The basic elements such as client survey, focus groups, and expert/case manager survey have not changed from last year. The committee agreed by consensus to leave the priorities the same as last year and review again when new data is collected.
- 09-10 WORK** The committee reviewed the draft of the work plan and discussed a few  
10/13/09

<b>PLAN</b>	<p>items. The following motion passed (M: Roth, S: Green) with 7 yes votes and 0 no votes:</p> <p><b>APPROVE THE 09-10 COMMITTEE WORK PLAN AS PRESENTED</b></p>
<b>CHAIR AND CO-CHAIR ELECTION</b>	<p>Members nominated Marty Clemmons as Chair and Jim McGarvey as Co-Chair. Both accepted the nomination. The following motion passed (M: Roth, S: Boucher) with 6 yes votes, 0 no votes and 1 abstention (Clemmons):</p> <p><b>ELECT MARTY CLEMMONS AS CHAIR AND JIM MCGARVEY AS CO-CHAIR</b></p>
<b>MEETING DAY, TIME , LOCATION</b>	<p>There were some specific requests to move the meeting day and the location. Members discussed the advantages and disadvantages of various meeting locations and times. The following motion passed (M: Green, S: Wilbanks) with 6 yes votes and 1 no vote:</p> <p><b>HOLD COMMITTEE MEETINGS ON THE SECOND THURSDAY OF EACH MONTH AT 9:30 AM. HOLD MEETINGS AT CURRENT LOCATION AT THE HOSPICE BAYFOREST ON ROOSEVELT AVENUE</b></p>
<b>COMMUNITY CONCERNS</b>	<p>Members discussed the potential impact of healthcare reform on the Ryan White Program. There was also discussion about the sunset provision in the current legislation. There is the possibility of simply removing the sunset clause and continuing the program status quo or Congress can make legislative changes.</p>
<b>ANNOUNCEMENTS</b>	<p>Members announced upcoming community events.</p> <p>The Florida Department of Health Bureau of HIV/AIDS released a mobilization report <i>Man Up: The Crisis of HIV/AIDS Among Florida's Men</i>. The report is available on the Bureau website.</p> <p>Bob stated that the AIDS Institute has significantly increased their visibility in the state of Florida under the leadership of their new director. Political advocacy has improved with the creation of a more unified front.</p> <p>There will be a leadership training on Tuesday, October 13 from noon until 4:30 at the Children's Board. Committee chairs, co-chairs and other interested individuals are encouraged to attend.</p>
<b>ADJOURNMENT</b>	<p>There being no further business to come before the Committee, the meeting was adjourned at 10:45 a.m.</p>