



**PLANNING AND EVALUATION COMMITTEE  
HOSPICE, CLEARWATER  
THURSDAY, SEPTEMBER 8, 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 9:35 a.m.

**ATTENDANCE** Members Present: Ginny Boucher, Marty Clemmons, Lisa Cohen, Barb Green, Rick Mendiola, Joe Parramore, Billy Quercia, Priya Rajkumar, Jim Roth

Members Absent: Mac McDougle, James McGarvey, Marilyn Merida, Vicky Oliver, Bob Reynolds, Amanda Schall, Bill Thomas, Woody Wilbanks

Guests Present: none

Grantee Staff Present: none

Health Councils Staff Present: Collette Tomberlin

**CHANGES TO AGENDA** There were no changes to the agenda.

**ADOPTION OF MINUTES** The minutes for July 14 were approved (M: Roth, S: Green) with 9 yes votes and 0 no votes.

**CARE COUNCIL REPORT** Marty shared that the Care Council approved two new associate members and approved the FY '12-13 Part A and Part B allocations based on the interim grant award to allow the procurement process to move forward. The Care Council will hold their October full day retreat for members to include a clinical update, quality management information, a refresher on the Sunshine Law and information on volunteer recruitment and engagement. The timing of the grant award will also necessitate a short business meeting which will be held at 9AM. Lunch will be provided by Mac McDougle of AB Specialty Pharmacy.

Aubrey Arnold reported that the Grantee's office received the final Notice of Grant award totaling \$9,411,546 in Part A funds including MAI. This is a difference of \$51,433 less than our total funds from last year. The formula award went up slightly, the supplemental went down slightly and \$41, 537 in MAI carry over from FY09 was unexpectedly included. The Part B award typically follows the Part A award by 30 days.

The procurement process is moving forward and the tentative bid

document release date is September 19<sup>th</sup> with applications due in mid November.

The Part A grant guidance was recently received and our application team is working to put the grant application together by the end of October. We will be requesting a ten percent increase.

Ryan White program staff which includes Aubrey Arnold, Dorinda Seth, Debbie Hill and Teresa Newgent will move from County Center to the Lee Davis Center on Friday. E-mail and phone contacts will remain the same. New address will be 3402 North 22<sup>nd</sup> Street in Tampa.

The AIDS Drug Assistance Program (ADAP) has 4,033 waitlisted clients statewide as of September 2, 2011. All clients in the local area are still receiving medications via patient assistance programs and the local pharmacy funding.

Hillsborough County Board of County Commissioners is considering aligning the mileage reimbursement rate with the federal rate which would currently result in an increase in the mileage reimbursement for PLWHAs.

**WORK PLAN**

The committee voted (M: Quercia, S: Rajkumar) unanimously to approve the work plan for 2011 – 2012 as presented.

**APPROVE THE '11-'12 COMMITTEE WORK PLAN AS PRESENTED**

**CHAIR AND CO-CHAIR ELECTION**

Jim Roth and Rick Mendiola were nominated for the position of Chair and Co-Chair, respectively. Each accepted the nomination. Nominations were closed and both were elected by acclamation.

**ELECT JIM ROTH AS CHAIR AND RICK MENDIOLA AS CO-CHAIR**

**MEETING DAY, TIME, LOCATION**

The committee agreed by consensus:

**HOLD COMMITTEE MEETINGS ON THE SECOND THURSDAY OF EACH MONTH AT 9:30 AM. HOLD MEETINGS AT CURRENT LOCATION AT THE SUNCOAST HOSPICE ON ROOSEVELT BOULEVARD**

Dave Konnerth had checked availability at the Hospice and we are able to meet at this location through the end of next year once it can be booked.

**COMMUNITY CONCERNS/ANNOUNCEMENTS**

Members announced upcoming community events.

There are new Care Council recruitment brochures with new artwork available. Members were asked to help distribute them at local agencies and events.

Marty shared that David Hasiba passed away over the weekend. His dedication to the Care Council will be missed.

**ADJOURNMENT** There being no further business to come before the Committee, the meeting was adjourned at 10:32 a.m.