

**PLANNING AND EVALUATION COMMITTEE  
HOSPICE, ST. PETERSBURG  
THURSDAY, NOVEMBER 8, 2007  
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 10:05 a.m.

**ATTENDANCE** Members Present: Ginny Boucher, Marty Clemmons, Barb Green, David Hasiba, Jim McGarvey, John Melartin, Patrick Mercier, Marilyn Merida, Vicky Oliver, Bob Reynolds, Jim Roth

Members Absent: Lee Luther, Woody Wilbanks, Jr.

Guests Present: Ramon Benitez, Kevin Cauthen, Lolita Emmanuel-Brown, Andrew Paquette, Jacqueline Walsh

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 October 11 were approved unanimously.

**CARE COUNCIL REPORT** Jim shared the action items from the November Care Council meeting. Two by-law revisions were passed to allow the Care Council Vice Chair to serve as the Chair of the Standards, Issues and Operations Committee (SIOC) and to formalize the role of parliamentarian. Nominations were taken for parliamentarian (Michael Amidei and Robbie Bouplon) and the election for parliamentarian will be held in December. A bylaw revision was presented for a 30 day review to change bylaw language to reflect that of the current legislation. The Care Council approved revisions to the minimum standards of care and adopted outpatient/ambulatory standards for Women, Infants, Children and Youth. The Council Chair shared information about conflict of interest with members, and Ray Reed presented a mini training on how Hillsborough County manages the Ryan White program. The Grantee shared that the Part A grant application has been submitted and our EMA (Eligible Metropolitan Area) is requesting a five percent increase; current Request for Application (RFA) bid documents are due November 27 and contracts will be 5 years with annual renewal; clients in all eight counties are required to have been through the eligibility screening or

have a scheduled appointment by February 29, 2008. Any client in the EMA found ineligible by income may still be served through Part A funds.

**ANONYMOUS  
NEEDS  
SURVEY  
UPDATE**

Staff shared the most recent numbers of surveys collected. Area 5 (Pasco and Pinellas) needs 664 surveys to represent 20% of the HIV+ population and has collected 780. Area 6 (Hernando, Hillsborough and Manatee) needs 1093 surveys and 705 have been collected. Area 14 (Hardee, Highlands and Polk) need 285 and have collected 156. Staff is working to collect the final surveys from survey sites. Of the surveys collected, most are proportionately representative of the sample needed by race and gender.

**ELIGIBILITY  
FOR PART A  
AND B**

Members continued the discussion from the previous month regarding the potential alignment of Part A eligibility with Part B requirements. Members had requested that the Grantee's office provide some data on the number of clients that would be impacted if the eligibility requirements were aligned. Members reviewed the provided information and discussed the process for exceptions, grandfathering clients in, and the potential impact in light of the new legislative requirements to expend 98% of our grant funds. Some members felt that the neediest clients are not being served by allowing those with greater resources to receive assistance and that some individuals feel entitled to services and are taking advantage of the system. Others felt that we are creating a disincentive to work if we remove assistance from those who are able to return to work and are then over the 300% FPL (Federal Poverty Level) limit.

Some members felt that consistency across the programs was important to get accurate information to clients. Others indicated that Medicaid, Project AIDS Care and Social Security all have different requirements and provider agencies and clients are accustomed to these differences. Aubrey indicated that if we decided to align the Part A and B, he would be happy to talk with Part C and D Grantees to see if they could come to an agreement for consistency in all Ryan White Programs.

Members stated that since the other Titles were created to plug gaps in services and provide resources and access to vulnerable population that any services that keep vulnerable populations in care do not need to be eliminated. If we could align the eligibility and provide services to the neediest populations, then we may not be faced with needing to cut services such as housing or food.

The question was called and members voted to end discussion. The following motion did not pass (M: Reynolds, S: Melartin) with 4 yes votes and 7 no votes:

**Beginning March 1, 2008, Part A will follow the state model for eligibility. All clients between 301% and 400% FPL will receive an automatic consideration for an exception.**

The committee would like for the Health Services Advisory Committee and some of the client centered committees to discuss the issue and offer their feedback before the Planning and Evaluation committee reconsiders the issue.

**COMMUNITY CONCERNS**

No community concerns were shared.

**ANNOUNCEMENTS**

No announcements were presented.

**ADJOURNMENT**

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