

**RYAN WHITE CARE COUNCIL
PLANNING AND EVALUATION COMMITTEE
OCTOBER 18, 2005
10:00 A.M.**

MINUTES

- CALL TO ORDER** The meeting was called to order at 10:05 a.m. by Chair, Jim McGarvey
- ATTENDANCE**
- Members Present: Elizabeth Bailey, Vivian Candelaria, Lisa Cohen, Amy Mock, James McGarvey, John Melartin, Mark Mischan, Bob Reynolds, and Jim Roth
- Members Absent: Marie Dolphin, Barb Green, Natalie Jackson, Deborah Robinson, and Woody Wilbanks.
- Guests Present: Jimmy Baumgartner, Vicky Oliver, Gilda Roman-Nay-Torres, Dixie Morgese
- Staff Present: Aubrey Arnold, Susan Josephson, Teresa Kelly
- CHANGES TO AGENDA** There was an addition of a discussion of the mental health minimum standard to the agenda.
- APPROVAL OF MINUTES** Minutes were approved with typographical corrections.
- CARE COUNCIL REPORT** The Care Council held an all-day retreat. Presentations were made on quality management, planning and needs assessment, application review process, committee structure, and team building. A short business meeting was held after the retreat approving carryover funds and reallocations of Title I funds. A Care Council meeting was scheduled for January 12, 2006 to approve final reallocations under Title I in order to lessen the possibility of carryover funds which may be lost if not expended.
- MENTAL HEALTH STANDARD** Jimmy Baumgartner provided information regarding mental health services. A MSW completes a one-hour assessment, and referrals for counseling (individual and group) are made. An additional one-hour assessment is made prior to referrals for medication management.

In the past year 398 assessments were completed. 100% were referred for counseling, but only 30% attended counseling. 75% were recommended for medication management. Medicaid eligible clients can access services through Ryan White when the wait list to receive services under Medicaid is too long.

The committee discussed how the client perspective that counseling is not being offered can be improved. Dixie suggested a data element that addresses the numbers not needing mental health counseling and revising minimum standard language around medication management. The need for case manager training to follow-up with clients about attending counseling was noted. Aubrey will make this a point at the upcoming case manager training.

Aubrey provided six months of expenditure information on mental health services for all Hillsborough County providers. 87.8% of funds were expended on counseling, and 12.2% on medication assessments and ongoing medication management.

Jimmy will attend the next WICY&F town hall and will report back to Planning and Evaluation before further action is taken.

WORK PLANS

The work plan was reviewed, and date corrections and format corrections were made. The following motion passed:

MOTION 05/10-01

THAT THE PLANNING AND EVALUATION COMMITTEE'S 2005-06 WORK PLAN BE APPROVED AS AMMENDEED.

The committee reviewed the needs assessment work plan. Staff noted that the date for the Epi report may change as it is dependent upon the state providing the data. The following motion passed:

MOTION 05/10-02

THAT THE 2005-06 NEEDS ASSESSMENT WORK PLAN BE APPROVED.

COMP PLAN ELEMENTS

Staff provided an overview of the following sections-history of the epidemic, continuum of care and profile of providers. Several typographic corrections and clarifying language suggestions were made. Expansion of the history section to include more information on medical advances was also suggested. The following motion was passed:

MOTION 05/10-03

THAT THE HISTORY, CONTINUUM OF CARE AND PROFILE OF PROVIDERS SECTIONS BE APPROVED AS AMMENDED.

REQUEST FROM CLIENT SERVICES

The Chair read a request from the client services committee regarding additional information on needs related to housing and transportation. As HOPWA is undertaking a major effort to better assess housing needs the committee felt that transportation was the issue that the committee could focus on. Staff reminded the committee that discussions around the ability to conduct special studies had come up when Program Evaluation and Planning merged. At the moment, staff does not have time to devote to this issue but asked committee members to volunteer in designing a methodology and collecting data on needs. Bob Reynolds, John Melartin, Janet Kitchen, Vivian Candelaria and Debra Robison will be asked to collect information on specific counties. Aubrey volunteered to provide data as needed. Staff will work with the work group to identify the content and methods to be used.

COMMUNITY CONCERNS

Vivian Candelaria announced her conflict as a housing provider. She discussed HOPWA allocations do not fund emergency assistance at sufficient levels to meet the needs in the community. HOPWA has been funding vouchers for some time, but very few new clients are added to the voucher program. There was discussion of FEMA as an additional funding source for housing standard.

The Membership Committee is requesting that all committees review by-laws and make recommendations for changes.

The new Medicaid formulary was discussed and clients are being denied requests for authorization for medications not on the formulary.

John expressed concern that there isn't a sufficient feedback mechanism in place for a client to know how much has been paid for medication co-pays, and the client ends up having deductions taken from social security payments. Vivian indicated that case managers always receive an approval following a request for co-pays and that the client and case manager need to communicate on that issue.

ANNOUNCEMENTS

Members shared announcements of upcoming events.

NEXT MEETING

The next meeting will be held on November 15, 2005 at 10:00 a.m., Pinellas County Social Services in St. Petersburg. Public hearings on the comprehensive plan will be scheduled in November.

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 12:05 P.M.