

**RYAN WHITE CARE COUNCIL
PLANNING AND EVALUATION COMMITTEE
JAN PLATT LIBRARY
TUESDAY, MAY 16, 2006
10:00 A.M. – 11:30 .M.**

MINUTES

- CALL TO ORDER** The meeting was called to order by the Chair, Jim McGarvey at 10:15 a.m.
- ATTENDANCE** Members Present: Vivian Candelaria, Lisa Cohen, Barb Green, Lee Luther, James McGarvey, Bob Reynolds, Jim Roth, Woody Wilbanks
Members Absent: Elizabeth Bailey, Marie Dolphin, John Melartin, Mark Mischan, Deborah Robinson
Guests Present: Gilda Roman-Nay-Torres
Staff Present: Collette Tomberlin
- CHANGES TO AGENDA** None
- ADOPTION OF MINUTES** The minutes for April 18, 2006 were adopted unanimously.
- CARE COUNCIL REPORT** Jim McGarvey reported that the Care Council adopted the Needs Assessment: Executive Summary, and elected Bill Thomas as the Care Council representative to the Tampa HIV/AIDS Housing Consortium. Six volunteers signed up to serve on an ad hoc website review panel. The Care Council agreed to invite Political Action Leaders to the September meeting.
- COMPREHENSIVE PLAN PRINCIPLES** The committee reviewed information collected from the community input sessions on guiding principles held in the Winter of 2006. Committee members agreed that the intention of those meetings had been to gather information from the community to be used in future decision-making on the comprehensive plan. However, the marketing for the community input sessions did not clearly state the purpose for the sessions; the sessions were attended primarily by providers, many of whom felt that their prior input into the marketing and community input process had been ignored; and session attendees reported feeling uncomfortable making decisions based on the questions asked. Based on the negative response to the process, the committee does not feel comfortable making any changes based on the input gathered. The members agreed that better communication would have strengthened the community input process and they would like to review the principles in 2007. Bob Reynolds will provide a letter that was composed following one of the input sessions outlining the concerns of those in attendance. This letter will be filed with the other documents that reference this community input process.

The committee reviewed summary information collected from focus group sessions held with Care Council and committee members in Fall 2005 regarding the guiding principles, but decided not to use the information since it represented only 15 total participants.

The following motion passed (M: Green, S: McGarvey) with 8 yes votes, 0 no votes, and 0 abstentions:

MOTION 05/06-02 THAT THE COMMITTEE MAKES NO CHANGES TO THE COMPREHENSIVE PLAN GUIDING PRINCIPLES.

Since there was one session comprised mostly of clients that did not object to the process or questions asked, the committee requested to have the input they provided separated from the other sessions and be reviewed in isolation. Staff will provide this information at the next committee meeting.

ATTENDANCE POLICY The committee reviewed the attendance policy of RPARC, but agreed that Planning and Evaluation does not normally have a problem with attendance. The following motion passed (M: Roth, S: Cohen) with 8 yes, 0 no votes, and 0 abstentions:

MOTION 05/06-01 THAT THE COMMITTEE ADOPTS NO FORMAL ATTENDANCE POLICY

COMMUNITY CONCERNS Vivian Candelaria stated a concern about filling vacant case management positions based on the minimum standards of care. She asked that the committee review the minimum standards of care for case managers at the next meeting.

ANNOUNCEMENTS Bob Reynolds announced the membership recruitment for Care Council and the Vice-Chair vacancy. Committee members suggested possible recruits for the vacant mental health seat.

Gilda Roman-Nay-Torres stated that this committee is the liaison for quality management and that RNT will provide a report of the QM pilot once completed after June 12.

Lisa Cohen announced that several Pinellas County HIV providers formed a Coalition to participate in HIV awareness events that occur throughout the year. The Coalition plans to provide HIV screening at the Pride Festival in St. Pete on June 24 in recognition of National Testing Day.

Jim announced that the committee will meet for the next three months at the Department of Social Services, 647 First Avenue North, St. Petersburg, FL.

ADJOURNMENT There being no further business to come before the Planning and Evaluation Committee, the meeting was adjourned at 11:35 p.m.