

**RYAN WHITE CARE COUNCIL  
PLANNING AND EVALUATION COMMITTEE  
PINELLAS COUNTY HUMAN SERVICES  
TUESDAY, JUNE 20, 2006  
10:00 A.M.–11:30 .M.**

**MINUTES**

- CALL TO ORDER** The meeting was called to order by the Chair, Jim McGarvey at 10:08 a.m.
- ATTENDANCE** Members Present: Vivian Candelaria, Marie Dolphin, Lee Luther, James McGarvey, Mark Mischan, Bob Reynolds, Gilda Roman-Nay-Torres, Woody Wilbanks
- Members Absent: Elizabeth Bailey, Lisa Cohen, Barb Green, John Melartin, Deborah Robinson, Jim Roth
- Guests Present: Dave Konnerth, Stefanie Kopp, Rebecca Scheuerwauu
- Staff Present: Aubrey Arnold, Valetta Rhinehart, Collette Tomberlin
- CHANGES TO AGENDA** The RPARC ad hoc allocations group would like to add members of P&E to form an eligibility ad hoc committee. Jim passed a sign-up sheet for volunteers.
- Members agreed by consensus to honor the requested scheduling of P&E meetings at the same location as RPARC since they are held on the same day. Staff will check into making those arrangements for P&E to meet at Park Station.
- ADOPTION OF MINUTES** The minutes for May 16, 2006 were adopted (M: Reynolds, S: Candelaria) with 7 yes votes, 0 no votes and 1 abstention (Mischan).
- CARE COUNCIL REPORT** Jim McGarvey reported that the Care Council held open nominations for the Vice Chair vacancy and reviewed two Bylaw revisions concerning interviews for new applicants and time between terms. Each of these issues will be voted on at the next Care Council meeting. Care Council voted to reallocate Title I and II money to insurance services. Crystal Underwood's resignation was announced. The Chair announced that the Governor signed the 2006/2007 state budget which includes an additional \$2 million for the AIDS Insurance Continuation Program (AICP) and \$1.5 million for AIDS Drug Assistance Programs (ADAP). The Patient Care Planning Group (PCPG) will meet in Tampa at the Doubletree Westshore on June 28 and 29, 2006.
- COMMUNITY INPUT SESSION RESPONSES** Only the first page of the attachment was transmitted, so Jim recommended that we postpone the discussion until the next meeting so members could have time to thoroughly read the information. Paper copies were provided to all members.

**CASE  
MANAGEMENT  
MINIMUM  
STANDARDS**

Jim asked Vivian to lead the discussion on case management minimum standards since she had brought the concern to the committee. Vivian restated the concern that case management agencies are having a difficult time filling vacant positions because of the low salary and demand to be knowledgeable about a wide range of HIV topics. There is also a high turnover rate because once a case manager is trained and is doing a good job they are recruited to other agencies for higher pay. Valetta Rhinehart read the state requirements from the Florida Department of Health that case managers must have a BS degree in Social Science or be a registered nurse with one year experience. Equivalent experience may be substituted for education, but all case managers must have six months of direct case management experience before working with clients with HIV.

Members discussed how the lack of case managers is affecting other services and client access to those services. The group decided that it seemed to boil down to a funding issue that should be reviewed in the ad hoc meetings when they are looking at service utilization data.

**UNMET NEED  
SURVEY**

Staff requested an update on current status with the unmet need survey. Committee members stated that a pilot of the instrument was conducted in Pinellas on World AIDS Day. There was no report back to the committee on the input from the pilot.

**COMMUNITY  
CONCERNS**

Bob Reynolds stated that the Membership committee is trying to establish a strong mentoring program for new Care Council members and are looking to put more structures in place for that program. Gilda offered to provide Bob with a manual on mentoring.

**ANNOUNCEMENTS**

Mark Mischon announced the St Pete Pride festival this Saturday, June 24<sup>th</sup> and the Patient Care Planning Group (PCPG) meetings on June 28-29 at the Westshore Doubletree open to the public. SIOC will be meeting on August 2 from 10 AM-12 noon at Jan Platt Library.

Marie Dolphin announced that the awards had been made for the upcoming HOPWA. Funding was cut by 17% so they looked at current contracts that were not spending/producing and pulled some additional funds from there to keep the awards at the same level for the upcoming year.

Woody Wilbanks stated that the website [myflorida.com](http://myflorida.com) provides information about HIV testing across the state.

Vivian announced that Gulf Coast Community Care is accepting donations for their client picnic to be held on June 29<sup>th</sup>. Since Gulf Coast did not get the new contract, their MAI services will be ending in Hillsborough at the end of this month.

Gilda will provide a Quality Management (QM) update to the committee since they serve as the advisory for QM. The report is expected at the

end of July once all the pilot data has been analyzed. RNT & Associates has received 85% returns to date. Gilda also announced that the Florida Comprehensive Planning Network (FCPN) will hold a public hearing at 8:30 on Friday, June 30<sup>th</sup>.

**ADJOURNMENT**

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