

## REGIONAL HIV/AIDS COUNCIL

District 8 – Southwest Florida

Lead Agency: The Health Planning Council of Southwest Florida, Inc.

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<b>Meeting Date &amp; Time:</b> 4/28/2004 9:30 AM.		<b>Place:</b> CHARLOTTE COUNTY HEALTH DEPARTMENT		
<b>Members Present:</b>	Joesph Goggins, <b>Charlotte</b> ✓ Bill Conner, <b>Charlotte</b>	Marty Valiant, MD, ✓ <b>Hendry/Glades</b>	Bill Little, <b>Sarasota</b> ✓	
	Samuel Woodham, <b>Voting Member – Charlotte County</b>	Art Gallagher, <b>Voting Member – Glades County</b> ✓	Pauline Hodges, <b>Voting Member – Sarasota County</b>	
	(Nancy Frees) Joan Colfer, MD, <b>Collier</b> ✓	Joan Bloomster - <b>Voting Member – Hendry County</b>	James McCloud – <b>Alternate Voting Member – Sarasota County</b>	
	Don Toews, MD, <b>DeSoto County</b>	Judith Hartner, M.D. <b>Lee</b> ✓		
	Ellen Cordoba, <b>Collier</b> ✓	<b>Voting Member-Lee County</b>	Dillard Larson, FCPG – Patient Care Rep - <b>Voting Member</b> ✓	
		<b>Alternate Voting Member-Lee Co.</b>		
<b>Others Present:</b>	Robert Brinkler ✓	Renay Hunter, <b>Lee</b>	Bruce Taylor, <b>CHAN</b> ✓	Derald Maldonado, <b>CHAN</b> ✓
Ruth Dearman, <b>Sarasota</b>	Marion Putman, <b>Charlotte</b> ✓	Tara Drake, <b>Lee</b> ✓	Gail Counts, <b>Area 8</b> ✓	Clark Kirby, <b>Area 8</b> ✓
Glenn Price, <b>Hendry/Glades</b>	Debbie Kimberlin, <b>Charlotte</b> ✓	Sean McIntosh, <b>Lee</b> ✓	Patrick McGrain, <b>Area 8</b>	David Waldron, <b>Area 8</b>
Ruth Pinkerton, <b>Desoto</b> ✓	Jeanne Wyman, <b>Charlotte</b>	Mary Lynah, <b>Positive HealthCare</b>	Ed Houck, <b>Area 8</b> ✓	Janette Capaci, <b>Sarasota</b> ✓
Jeanne Frost, <b>Charlotte</b>	Anthony Rasey, <b>Collier</b>	Ruby Newsome, <b>Lee</b>	Susan Mitchell, <b>Area 8</b> ✓	Richard Freeman, <b>Sarasota</b> ✓
Joesph Goggins, <b>Charlotte</b> ✓	Pat Dobbins, <b>Glades</b>	Gary Ervin, <b>Sarasota</b>	<b>Carolyn Moore, ICAN</b>	John Karnitz, <b>Sarasota</b> ✓
John Trout, <b>Lee</b> ✓	Robert Bobo, <b>Lee</b> ✓	Susan Terry, <b>Sarasota</b> ✓	Amy Zamot, <b>Area 8</b>	Bob Hutton, <b>Collier</b> ✓
John Runde, <b>Area 8 HIV/AIDS Program</b> ✓	Michael Waite, <b>Area 8</b> ✓	Dr. Dratler, <b>Area 8</b> ✓	Kim White, <b>Area 8</b> ✓	Lenore Montgomery ✓

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS	FOLLOW-UP
<b>Welcome and Introductions</b>	Bill Little called the meeting to order.		
<b>Approval of minutes</b>	Minutes from 3-24-2004 were presented and corrections were brought forth and documented.		
<b>Lead Agency Report-Interim Organizations, Ed Houck</b>	Ed Houck presented the HPCSWF HIV/AIDS Program organizational chart (Attached). Significant changes include Susan Mitchell as Director of HIV/AIDS Programs, Cindi Hooper will be working on the HOPWA programs, Jennifer Harris and Dee Hoak will be working on the AICP program, and Anna Marie Pedraza and Mike Waite will be handling the financial reporting for the HIV/AIDS programs as they have in the past. Ed Houck introduced Dr. Stanley Dratler the medical consultant for the HIV/AIDS program		
<b>Financial Reports-Mike Waite</b>	Dental and lab spending are high possibly due to clients waiting until new contract year After 5/15/2004 when the final bill is due to DOH we will have a better understanding of exactly what is left. All invoices must be in by May 1. All case managers were encouraged to get providers to send in bills. For the next meeting, RHAC will only review the “master” financials. Individual agencies will continue to receive their own guidances directly from HPCSWF. There is no longer a strong need for RHAC to be the watchdog over each agency. HOPWA spending appears to be on target, but there will probably be a significant amount of funding left at the end of the current contract. Discussion regarding the implications and fairness of adjusting eligibility and benefits of the program took place. J. Hartner expressed concern that changing parameters means some clients get benefits others do not. If the rules established by the RHAC were sound and good public policy to begin with, then the RHAC should stick by those rules. The \$60,000 from the state to compensate for the late start to the HUD program in Sarasota and Manatee has an impact on the final figure. B. Little suggested that if the \$60,000 is not needed, then perhaps it should go back to the state to be used where there is need. ▶ A. Gallagher stated that clients are unhappy to hear the message about “belt tightening” then hear about money going back to the state. He asked if other services such as property taxes for persons who do not have a mortgage could be paid? Other issues raised were the intent of the funds and the seasonality of need.	<ul style="list-style-type: none"> <li>▪ Report on final bill at next meeting</li> <li>▪ Financial reporting at subsequent RHAC meeting to only be “master” budgets and not by individual agency.</li> <li>▪ An ad hoc committee including A. Gallagher, C. Kirby, N. Frees, M. Waite, and S. Mitchell was convened to discuss the implications of previous changes made to HOPWA program, if the policies in place are sound, and the possible explanations for having funding remaining in the program. HPCSWF and C. Kirby will look into whether property taxes can be paid (in a mortgage vs. not).</li> </ul>	
<b>Program/Action Items-Susan Mitchell</b>	LabCorp changed the header on the lab form HUD HOPWA program is looking to speed up spending with an outreach plan		

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<b>Committee Reports- Susan Mitchell</b>	<p>S. Mitchell reviewed the Planning Committee handouts included in the packet Discussion on the role and responsibilities of CPP in relation to RHAC was discussed. The ineffectiveness of CPP and the duplication of planning efforts of both CPP and RHAC were raised by the committee in response to the RHAC strategic planning session recommendation that prevention be included in the RHAC comprehensive planning process.</p> <ul style="list-style-type: none"> <li>▶ J. Hartner expressed that CPP’s plan drives grant writing and that there are different requirements for CPP than for RHAC planning documents.</li> <li>▶ One suggestion was that CPP be a standing committee of RHAC</li> <li>▶ S. Terry pointed out the CDC’s new directive to focus on prevention for positives require that link between prevention and patient care.</li> <li>▶ B. Little mentioned the prevention-planning contract is for \$6,000. What is the best way to use the \$6,000? To do a separate planning process? Does the area have a unified prevention message? Is it getting out?</li> </ul> <p>Chart of local advisory groups was discussed</p>	<p>Recommendation is to have CPP integrate with RHAC to keep prevention at the table. CPP to discuss how to integrate with RHAC</p> <p>Each local area is strongly encouraged to get local advisory groups functioning as they are the grassroots arms of the RHAC</p> <p>Planning Committee (PC) appointed (if no volunteers forthcoming) by Chairman. Marty Kennedy recommended by G. Counts for the PC.</p>	
<b>Clinical Committee- Janette Capaci</b>	<p>There will be training for nurses with one on one patient care on May 12<sup>th</sup> with ARNP, Pat Jillian. There will also be AETC training with Carl Stuart for Dental Providers, Health Departments, Nurses, and Doctors on August 6<sup>th</sup> for notification of oral care.</p>	<ul style="list-style-type: none"> <li>●</li> </ul>	
<b>HAPC- Gail Counts</b>	<p>4,300 cases of nutritional supplements are coming to area 8. G. Counts is working on a plan to receive and disburse to appropriate clients There will be a business partner agreement-signing meeting with the Lee County Health Department and area agencies to be HIPAA compliant.</p>		
<b>Public Comment</b>	<p>RHAC decided to alternate meeting months instead of having monthly meetings. There will be a meeting in May, but then they will alternate. Therefore the next meeting after May will be in July. The RHAC Chairman can address business necessary to be completed by RHAC in the months RHAC doesn’t meet. D. Larson reported on the FCPN meeting The state is considering uniform eligibility (G. Counts is on the committee)</p>		
<b>Next RHAC Meeting</b>	<p><b>Due to Air Conditioning problems the next RHAC Meeting has been moved to a new site please see changes: Wednesday, May 26<sup>th</sup>, 9:30 a.m. to 11:30 a.m., <u>The United Way of Charlotte County–23081 Harbor View Rd.-Punta Gorda, FL 33980</u></b></p>		

Minutes Prepared by: **Kim White– THE HEALTH PLANNING COUNCIL SOUTHWEST FLORIDA, INC.**

Minutes Approved by Council:

Council Chair: Bill Little

Date: \_\_\_\_\_