

Comprehensive HIV Services Planning and Advisory Council

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CHSPAC Meeting Minutes

Wednesday, 16 April 2008 12:30p.m. – 3:30p.m.

ATTENDEES

Erma Aker

Katie Bennett

Tammy Dutkowski

Kelli Fuller

Marie Hoadley

Randy Lewis

Tammy Morris

Jack Steele

Teresa White

Alan Amberg

Malinda Boehler

Brian Fisher

Tony Gillespie

Tracy Huck

Dipuo Gloria Manamela

Yvette Paniagua

Fred Steinke

Tom Beatty

Jamie Crabb

Julie Foltz

Roy Guffey

Bill Leisman

Kem Moore

Dale Richmond

Nathan West

ABSENTEES

Craig Boeck

Mike Hughes

Lenox Madubansi

Charles Coley

Kellie Kaneshiro

Brad Plunkett

Portia Duff

Brenda Kreiger

Linda Santoro

GUESTS

Michael Wilkinson

ISDH STAFF

Sara Bradley

Darin Foltz

Neal Carnes

Lisa Lloyd

Shawn Carney

Kristi Montgomery

Meeting began at 12:40 p.m. The mission statement was read by Brian Fisher and quorum was established.

Minutes

February minutes were approved with the following changes. It is Dana Cheatum not Dana Cheater and Sally Broadhead was not on the guest list but was in attendance.

Old Business

- It was decided at the February CHSPAC meeting that the council will not be moving forward with the ICHIA letters that were issued.
- Anthem wanted numbers of how many letters had gone out and Tony Gillespie reported that letters were still being sent out.
- Malinda will call Neal and Shawn to address.

- **Recommendation – Review Policy and Procedures Manual** – Teresa needs to know as soon as possible of any revisions that need to be made in the Policy and Procedures Manual and welcomes everyone's ideas. The manual will be sent out and you will have 3 weeks to make any recommendations for revisions.
- **Technical Advisory/Revisions to Membership Matrix** -

New Business

- **Recommendations – Condensing of Committees** – The question was asked, does the board want to continue with group work? Malinda asked Shawn if the group work has helped the Division regarding the Comprehensive Plan. It was stated that the Oral Health and the All Titles groups were helpful. The question was raised should the sub committees be condensed? Jack motioned that we have the planning committee meet with Lisa and they will be putting together a proposal for the June full council meeting. Brian asked if we should have chair and vice chair for the committees since we are thinking of condensing.

Group Work:

ALL TITLES

- It was stated that the communication has improved

FUNDING

- Nothing

ORAL

- It was suggested that they can become an AD HOC committee.

LEGISLATIVE/EDUCATION

Committee Work:

CAB

- There are 7 open districts.
- Looking into a few possible choices for a retreat sometime in August.
- Still getting the surveys filled out.

CPG

- There was no meeting in April

Membership

- The committee feels like they are meeting the expectations of the board.
- They like the idea of committees having a chair and vice chair.
- Paulette Majors has resigned from the board
- We have 1 new application, Bridget McLaurin
- Sending out letters to agencies regarding recruitment of Technical Advisors.

Planning

- Will be setting up a conference call in May 2008 to discuss the condensing of committees.

Evaluation

- The committee needs to define their roles.
- They are producing a summary of the quarterly surveys to send to the care sites.

- The committee wants their expectations toward the mission statement be more defined by planning.

Policy

- Wants to combine Legislative/Education with the Policy committee.
- Wants to encourage the board to be more involved with CAB.
- Wants to focus on Medicaid.

Medical AD HOC

- No report

Procedures

- Suggested reviewing the manual annually.
- Going to come up with a plan for review of the manual.
- There will be strong guidelines for suggestions on revisions to the manual.

Executive

- The Executive Committee feels that the self assessments are very important and wants everyone on the board fill one out.

Division Update

- There was no division report

2008-2009 Comprehensive Plan

Shawn Carney delivered a presentation concerning the suggestions and feedback from CHSPAC board members concerning the 2008-2009 Comp. Plan. The presentation updated the CHSPAC members on the current suggestions for submission to HRSA. It was suggested that if members wanted to provide additional feedback to make further changes please write them on the presentation handout given or email them to Lisa. The Comp. Plan is not due, however ISDH would like to have the document prepared come submission time. Further discussion of the Comprehensive Plan will be discussed at the next CHSPAC Meeting.

Public Comments/Announcements

- Matthew 25 held a ribbon cutting ceremony

The Chair had to leave and the Co-Chair adjourned meeting at 3:49 p.m.