



**Monthly Service Provider Meeting Minutes**  
**July 17, 2013 3:00pm**  
**Community Foundation of Greater Memphis**  
**1900 Union Avenue**

**Ryan White and Prevention Providers Present**

Bayless, Becky - ASCC  
Brisendine, Lisa - EAFHC  
Byrd, Marvin - CSA  
CaPece, Elokin – PPGMR  
Chalmers, Kenyell - CSA  
Chandler, Amanda - CCHS  
Cotton, Mia - FFL

Davis, Kelli –The Church On The Square  
Hall, Martha - SCHD  
Henderson, Candace – T.M.M.D.  
Hill, Charlotta – UA Dental  
Jackson, Mary - CAAP  
Koepke, Susan – Scared Heart  
LaBonte, Michael – Crisis Center  
Liebbe, Nancy - LeBonheur

McDermott, Sr. Bettean- SHSM  
McFarland, Sheila - CAAP  
Pepper, Jen - MCRH  
Randall, Maria – Hope House  
Ruth, Teresa - Tutwiler  
Watson, Janet - FFL  
Wright, Melissa - ASCC

**Others Present**

Alston, Nycole  
Hardy, Kristie

Hobbs, Sylvia  
Lewis, Kenneth  
Montgomery, Martha

Williams, Nataki  
Young, Dorcas

**Welcome/Introductions**

Timkiya Taylor welcomed everyone to the meeting, and everyone participated in an ice breaker.

**ACA and Insurance Marketplace Presentation – Dorcas Young**

- Dorcas Young gave a power point presentation on the laws and key elements of the ACA (Affordable Care Act). Open enrollment begins October 1, 2013, and all clients must have health insurance coverage by January 1, 2014. Dorcas encouraged providers to go online for available resources. She will keep providers updated as information is received.
- Thirty (30) hours of online training will be provided for navigators and CAC's. Training designs and standards are still unclear, but are expected to be completed by the time navigator grants are announced on August 15<sup>th</sup>.

**Service Provider Breakout Session – Timkiya Taylor**

- Providers were assigned to tables based on the Ryan White services they currently provide to discuss the following: a) successes and challenges in providing services b) how well agencies work together and how they can become a better resource for each other, and c) training needs. The information gathered from the discussions will assist the Program Department in assessing training and technical assistance needs for all providers.

**Part A Updates**

- Site visit scheduling is currently in process, and providers are now receiving emails with proposed dates. Remember, policies and procedures must be updated to reflect any new changes made to the Ryan White services your agency provides.

### **Prevention Update**

- Site visit scheduling for prevention services is currently in process. The Ryan White Program Department is developing a prevention site visit tool. This tool will be used by the program staff only to create a uniformed and time efficient system for executing site visits. A copy of the tool will be emailed to providers 30 days prior to their scheduled date.
- Prevention providers should have policies and procedures for each intervention they currently provide. Program and fiscal technical assistance is available if needed.

### **QM and Data Report**

- Providers should now be administering Ryan White client satisfaction surveys at their agencies.
- Providers will be receiving training and information on new features in CAREWare during the upcoming months.

### **Fiscal Report**

- Fiscal staff emailed providers the following reports to review: RW MAI Report, RW Part A Report and Prevention June Report. Contact the fiscal department for any questions or concerns.

### **Other Business**

- Program staff is working on the Provider Manual. The manuals will be delivered to agencies upon completion.
- Program staff is in the process of resolving issues concerning nutritional supplements for qualified consumers. When these issues are resolved, providers will be contacted and provided information for consumers to access Medical Nutrition Therapy services.

### **Announcements**

- Prevention Planning Committee Meeting will be Thursday, July 18<sup>th</sup>, 12:00pm at Church Health Wellness Center, 1115 Union Avenue.
- Planning Council Meeting will be Wednesday, July 24<sup>th</sup>, 4:30pm at Methodist University Hospital, Center of Excellence in Faith and Health, 1265 Union, Tower 1.
- Mike LaBonte announced that the HIV Hot Line has a new bilingual Hispanic advocate that is available on Wednesdays, 7:30am – 5:30pm. Contact Mike if you have a person on your staff that speaks Spanish. Contact information: Mike LaBonte, 251-9986 or email, [mike.labonte@crisis7.org](mailto:mike.labonte@crisis7.org). If you have any referrals, call 1-877-HIVKNOW.
- 2013 Ryan White Conference will be November 22<sup>nd</sup>, Location TBA. Please save this date on your calendar.

**Next meeting:** October 16<sup>th</sup>, location TBA.

### **Adjourn**