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# Needs Assessment Committee Agenda

**Please turn all cell phones on silent and keep usage to a minimum**

**Only the PLWH/A Representatives need to disclose their HIV status.**

**all meetings are audio recorded**

## October 10, 2019

## Heart of Florida United Way

|  |  |  |  |
| --- | --- | --- | --- |
| 3:00 PM | Call to OrderWelcome, Housekeeping & IntroductionsMoment of Silence |  | Tim Collins |
| Vision StatementMission StatementConflict of Interest |  | Ira Westbrook |
| Approval of AgendaApproval of September 12th Minutes |  | Tim Collins |
| Roberts Rules OverviewMini Training:RFP Mini Training |  | PCS |
| **3:35 PM** | Open the floor for Public CommentSpecial Order:Election of Chairs  |  | All Members |
|  | ReportsPart A Monthly Expenditure ReportPart B Monthly Expenditure Report | **Purpose**Review & Update | Yvette Reyes/Ivonne VelezYasmin Andre |
| **4:10 PM** | Unfinished Business* Quality Management
 | **Purpose**Update | All Members |
|  | New BusinessData Presentation, Priority Setting & Process Update DP, PS ProcessNew Meeting TimeSet November Agenda | **Purpose**Review | All Members |
|  | Announcements |  |  |
| 4:00 PM | **Adjournment** **Next Month’s Meeting: November 14th, 2019 at HFUW** |  |  |

Mission: To improve the quality of life of individuals with HIV disease by responding to their existing and emerging needs, and to provide educational and behavioral strategies to reduce and prevent the spread of HIV disease.

[www.ocfl.net/ryanwhite](http://www.ocfl.net/ryanwhite)

**Please join my meeting from your computer, tablet or smartphone.**
**Go To Meeting:** <https://global.gotomeeting.com/join/857804621>
**Teleconference Line:** United States: +1 (571) 317-3122 **Access Code:**857-804-621

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