

Central Florida HIV Planning Council

Needs Assessment & Planning Committee Meeting Minutes

August 18, 2020

Call to Order: The Chair, Mr. Collins called the virtual meeting to order at 10:04 a.m.

Members Present: Tim Collins, Ira Westbrook, Earl Hunt, Aaron Sanford-Wetherell, Flora Kavitch, Stephanie Neves, Charlie Wright, Andre Antenor

Members Excused: None

Absent: Adrain Humphrey, Lilliana Arguenta, Pat Hester

Approval of the agenda:	<p>The committee reviewed the agenda and made the following updates:</p> <ul style="list-style-type: none">• Replaced Mr. Westbrook's name with Mr. Hunt's name for the Mission Statement, Vision Statement, Conflict of Interest, and Core Values.• Added Annual Committee Report.• Added Food Accessibility Discussion• Motion: Mr. Sanford-Wetherell made a motion to approve the agenda with the updates. Mr. Wright seconded the motion. The motion was adopted unanimously without debate.
Approval of the March July 16th Minutes:	<ul style="list-style-type: none">• The July 16th minutes were approved as written.
Open the floor for public comment:	<ul style="list-style-type: none">• Mr. Wright questioned the quality of the face mask received and stated that they get dirty easily and aren't reusable.• Ms. Reyes informed that the face masks are washable. Ms. Reyes also announced that a mobile market event will take place on Friday where consumers can get more disposable face mask. Mr. Wright can also

	<p>arrange with his case manager to get more masks.</p> <p>Food Accessibility Discussion:</p> <ul style="list-style-type: none"> • The committee discussed the possibility relaxing the standards for food bank to allow more clients to receive more food. • Ms. Yabrudy informed that there has been a decrease in utilization. Eligible clients that currently live in Orange County receive a \$35 food voucher. Eligible clients that currently live in Osceola, Seminole, and Lake Counties receive \$50 gift cards. Currently only clients under 150% of FPL are eligible for food bank services. Ms. Yabrudy informed that all agencies have received the \$25 cards. Clients can make arrangement with their case managers to receive the \$25 card. • Ms. Reyes informed that 20 request have been received for override (exception requests). • After much discussion, the committee decided that a survey should be created to gauge if there is a need to adjust the qualifications for food. <p>Motion: Ms. Kavitch made a motion to create a food access survey to see if there is a need. Mr. Wright seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Reports:</p>	<p>Part A Monthly Expenditure Report:</p> <p>Ms. Velez provided the committee with an overview of the monthly expenditure report as of July 31, 2020.</p> <ul style="list-style-type: none"> • Target: 41.67% • Actual: 23.21% • Dif: 18.46%

Part B Monthly Expenditure Report:

Ms. Velazquez provided the committee with an overview of the Monthly Expenditure report as of June 30, 2020.

- Target: 25.00%
- Actual: 17.60%
- Dif: 7.40%

Part B Quarter 1 Expenditure & Utilization Report:

Ms. Andre provided the committee with an overview of the Part B Quarter 1 Expenditure and Utilization report.

Total Number of Consumers

YTD 19 – 20: 1,345

YTD 20 – 21: 1,242

Percentage Change: - 8%

Total New Consumers

YTD 19 – 20: 129

YTD 20 – 21: 166

Percentage Change: 29%

Comparison by Gender - Male

YTD 19 – 20: 917

YTD 20 – 21: 829

Percentage Change: -10%

Comparison by Gender - Female

YTD 19 – 20: 418

YTD 20 – 21: 405

Percentage Change: -3%

Comparison by Gender - Transgender

YTD 19 – 20: 9

YTD 20 – 21: 6

Percentage Change: -33%

Comparison by Gender - Race

White:

YTD 19 – 20: 781

YTD 20 – 21: 766

Percentage Change: -2%

Black:

YTD 19 – 20: 527

	<p>YTD 20 – 21: 440 Percentage Change: -17%</p> <p>Asian: YTD 19 – 20: 4 YTD 20 – 21: 5 Percentage Change: 20%</p> <p>Multi: YTD 19 – 20: 8 YTD 20 – 21: 8 Percentage Change: 0%</p> <p>Amer. Ind. YTD 19 – 20: 1 YTD 20 – 21: 3 Percentage Change: 200%</p> <p>Pacific Isl. YTD 19 – 20: 3 YTD 20 – 21: 1 Percentage Change: -67%</p> <p>Other: YTD 19 – 20: 3 YTD 20 – 21: 2 Percentage Change: -33%</p> <p>Not Spec: YTD 19 – 20: 18 YTD 20 – 21: 17 Percentage Change: -6%</p> <p><u>Comparison By Ethnicity</u> Hispanic: YTD 19 – 20: 311 YTD 20 – 21: 317 Percentage Change: 2%</p> <p>Non-Hispanic YTD 19 – 20: 1034 YTD 20 – 21: 925 Percentage Change: -11%</p> <p><u>Comparison by Age</u> 0-2: YTD 19 – 20: 0 YTD 20 – 21: 0 Percentage Change: 0%</p> <p>2 – 12: YTD 19 – 20: 0 YTD 20 – 21: 0 Percentage Change: 0%</p>
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	<p>13 – 24: YTD 19 – 20: 39 YTD 20 – 21: 30 Percentage Change: -23%</p> <p>25 – 44: YTD 19 – 20: 457 YTD 20 – 21: 444 Percentage Change: -3%</p> <p>45 – 64: YTD 19 – 20: 734 YTD 20 – 21: 635 Percentage Change: -13%</p> <p>65 + YTD 19 – 20: 115 YTD 20 – 21: 133 Percentage Change: 16%</p> <p><u>Outpatient/Ambulatory Health Services</u> YTD 19 – 20: 343 YTD 20 – 21: 184 Percentage Change: -45%</p> <p><u>Mental Health</u> YTD 19 – 20: 103 YTD 20 – 21: 101 Percentage Change: -2%</p> <p><u>Oral Health</u> YTD 19 – 20: 85 YTD 20 – 21: 32 Percentage Change: -62%</p> <p><u>Emergency Financial Assistance</u> YTD 19 – 20: 0 YTD 20 – 21: 60 Percentage Change: N/A</p> <p><u>Non-Medical Case Management</u> YTD 19 – 20: 498 YTD 20 – 21: 641 Percentage Change: 28%</p> <p><u>Food Bank</u> YTD 19 – 20: 94 YTD 20 – 21: 70 Percentage Change: -26%</p> <p><u>Medical Transportation Services</u> YTD 19 – 20: 36 YTD 20 – 21: 40</p>
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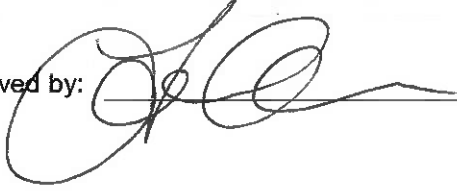
	<p>Percentage Change: 11%</p> <p>DOH Report:</p> <p>Ms. Johnson reported the following:</p> <ul style="list-style-type: none"> • An answer regarding the amount of the award for implementation should be received soon. • On Wednesday there will be a townhall around Ending the HIV Epidemic for black woman.
<p>Unfinished Business:</p>	<p>Needs Assessment Process:</p> <ul style="list-style-type: none"> • Ms. Cross recommended that the committee complete the cultural survey by Friday. Ms. Cross also informed the committee that the Data Presentation and Resource allocation processes and evaluations will be sent to via email for review. <p>Motion: Mr. Sanford-Wetherell made a motion to extend the meeting by 10 minutes. Ms. Kavitch seconded the motion. The motion was adopted unanimously.</p> <p>Annual Committee Report:</p> <ul style="list-style-type: none"> • Ms. Cross will meet with Mr. Collins to review and complete the annual Needs Assessment & Planning report. <p>Recommend Special Studies/Projects:</p> <ul style="list-style-type: none"> • Mr. Sanford-Wetherell recommended special study on services and how they relate to transgender clients. PCS will follow up with the Part A office regarding the implementation of the study.
<p>New Business:</p>	<p>Chair Nominations Announcement:</p> <ul style="list-style-type: none"> • Mr. Sanford Wetherell nominated Mr. Collins for the Needs Assessment & Planning Chair

	<p>and Mr. Wright as Needs Assessment & Planning Vice Chair.</p> <ul style="list-style-type: none"> Mr. Collins accepted the nomination for Chair. Mr. Wright accepted the nomination for Vice Chair. <p>September Meeting:</p> <ul style="list-style-type: none"> After a brief discussion, the committee decided that a September committee meeting is necessary. <p>Motion: Mr. Sanford- Wetherell made a motion to have a September committee. Ms. Kavitch seconded the motion. The motion was adopted unanimously.</p> <p>September Agenda:</p> <p>The committee reviewed and drafted the September agenda.</p> <p>Motion: Mr. Sanford-Wetherell made a motion to approve the September agenda. Mr. Hunt seconded the motion. The motion was adopted unanimously without debate.</p>
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ACTION ITEMS

Item	
Email announcement of committee nominations	PCS
Create survey to gauge the need to adjust the qualifications for food	Part A Office
Follow Up with the Part A office regarding the implementation of the special study to assess the treatment of transgender clients	PCS
Next Meeting	September 10, 2020 (virtual)
Adjournment:	12:24 p.m.

Prepared by: David Bent Date: 8/19/2020

Approved by:  Date: 09-10-2020