

Central Florida HIV Planning Council

Membership Committee Meeting Minutes

January 5, 2021

Call to Order: The Chair, Ms. Seidita called the meeting to order at 2:09 p.m. at The Center located at 942 N. Mills Ave, Orlando, FL 32803.

Members Present: Gabriella Rodriguez, Angus Bradshaw, Angela Hunt, Vel Cline, John Curry, Jessica Seidita via teleconference

Members Excused: None

Absent: None

Approval of the agenda:	The committee reviewed the January agenda and made the following updates: <ul style="list-style-type: none">• Replaced Ms. Seidita's name with Mr. Acosta's name for housekeeping• Removed Policies and Procedures Motion: Mr. Cline made a motion to approve the agenda with the updates. Mr. Curry seconded the motion. The motion was adopted unanimously without debate.
Approval of the November 3rd Minutes:	<ul style="list-style-type: none">• The November 3rd minutes were approved as written.
Open the floor for public comment:	There were no public comments or google forms.
Reports:	Membership Matrix: <ul style="list-style-type: none">• 24 Planning Council Members• 12 PLWHA Planning Council Members• 9 unconflicted/unaligned PLWH/Planning Council members PC Reflectiveness: <ul style="list-style-type: none">• The committee reviewed the PC

reflectiveness. Based off of the current reflectiveness, Mr. Acosta recommended that the committee focus on recruiting more African American, Hispanic, Asian Pacific Islander, and unaligned consumer members, and individuals between the ages of 20 – 29.

- Mr. Acosta reviewed the list of individuals currently in the candidate pipeline. There are currently 8 individuals in the pipeline.

Committee Roster:

- The committee reviewed the committee roster. After a brief discussion, the committee determined that more members are needed on the Membership Committee and PR & Marketing Committee.
- PCS will reach out to current full members to inquire if they are interested in temporarily serving on PR & Marketing Committee.

Attendance Roster:

- The committee reviewed and discussed the 2020 – 2021 attendance roster.
- After a brief discussion regarding the attendance record of a Planning Council member, the committee recommended that PCS research the member’s previous attendance record. PCS will provide the committee with the results of the research. If the member is interested in continuing membership, they must petition the Membership Committee.

Motion: Mr. Bradshaw made a motion for Mr. Valentin to be sent a warning letter due to two consecutive absences. Mr. Cline seconded the motion. The motion was adopted unanimously without debate.

New Business:

Recruitment Activities:

After a brief discussion, the committee decided on the following recruitment activities:

- Reach out Hablando Alto
- Recruiters attend CM meeting at Part A
- Recruiters present CFHPC 101 at Ryan White agencies
- Targeted outreach through support groups
- Literature drops at barbershops and other local partners
- Reach out to church youth ministries
- Reach out to BRITA partners via DOH

Retention Plan:

- The committee shared challenges that stopped them from recruitment of new members. The consensus was that Covid-19 was a hindrance to recruitment. Ms. Cross recommended that the committee think about retention strategies and bring their ideas to the next meeting.

Motion: Mr. Bradshaw made a motion extended meeting for 15 minutes and for members to complete leadership evaluation on their own time. Mr. Cline seconded the motion. The motion

Applicant Summaries:

- The committee discussed Candidate #2019-19. After a brief discussion, the committee decided to move the candidate forward to the next step in the application process (Interview).

Motion: Mr. Bradshaw made a motion to move Candidate 2019-19 to the next step in the application process (Interview). Mr. Cline seconded the motion. The motion was adopted unanimously without debate.

- The committee discussed Candidate 2020-04. After a brief discussion, the committee decided that more research was needed in

order to make an informed decision. PCS will research to see if the candidate fulfilled their previous term obligation.

Motion: Mr. Bradshaw made a motion to table the decision to move Candidate 2020-04 forward until the next meeting and for the committee members to complete the leadership evaluations once received from PCS. Mr. Cline seconded the motion. The motion was adopted unanimously without debate.

Draft February Agenda:

- The committee drafted the February agenda.

Motion: Mr. Cline made a motion to approve the February agenda. Ms. Hunt seconded the motion. The motion was adopted unanimously without debate.

ACTION ITEMS

Item	
Add County to the candidate pipeline report	PCS
Research attendance record of Mr. Valentin	PCS
Update summary for Candidate 2020-04 and research to find out if the candidate fulfilled her previous membership obligation	PCS
Send Leadership Evaluations to committee members	PCS
Next Meeting	February 2, 2021
Adjournment:	4:05 p.m.

Prepared by: David Bent Date: 1/6/2021

Approved by: _____ Date: _____