

Central Florida HIV Planning Council

Needs Assessment & Planning Committee Meeting Minutes

October 15, 2020

Call to Order: The Chair, Mr. Collins called the virtual meeting to order at 2:00 p.m.

Members Present: Tim Collins, Earl Hunt, Ira Westbrook, Adrain Humphrey, Andre Antenor, Flora Kavitch, Liliana Argueta, Stephanie Neves, Charlie Wright

Members Excused: None

Absent: Jonathan McNelis, Jordan Almazan

<p>Approval of the agenda:</p>	<p>The committee reviewed the agenda and made the following updates:</p> <ul style="list-style-type: none">• Replaced Mr. Collin's name with Mr. Westbrook's name for the Moment of silence.• Replaced Mr. Westbrook's name with Mr. Acosta's name for the Mission Statement, Vision Statement, Conflict of Interest, and Core Values.• Replace Ms. Velez's name with Ms. Reyes's name for the Part A Expenditure Report.• Motion: Ms. Humphrey made a motion to approve the agenda with the updates. Mr. Hunt seconded the motion. The motion was adopted unanimously without debate.
<p>Approval of the September 10th Minutes:</p>	<ul style="list-style-type: none">• The September 10th minutes were approved as written.
<p>Open the floor for public comment:</p>	<p>There were no public comments.</p>
<p>Special Order: Nomination of Chairs:</p>	<ul style="list-style-type: none">• Mr. Acosta informed the committee that Mr. Collins was nominated for the role of Needs Assessment & Planning Committee Chair and Mr. Wright was nominated for the Vice

	<p>Chair</p> <ul style="list-style-type: none"> Mr. Hunt nominated Mr. Westbrook for Vice Chair. Mr. Antenor seconded the nomination. Mr. Westbrook accepted the nomination. The committee voted and unanimously appointed Mr. Collins as the Needs Assessment & Planning Chair and Mr. Westbrook as the Vice Chair.
<p>Reports:</p>	<p>Part A Monthly Expenditure Report:</p> <p>Ms. Reyes provided the committee with an overview of the monthly expenditure report as of September 30, 2020.</p> <ul style="list-style-type: none"> Target: 58.33% Actual: 43.42% Dif: 14.91% <p>Part B Monthly Expenditure Report:</p> <p>Ms. Velazquez provided the committee with an overview of the Monthly Expenditure report as of August 30, 2020.</p> <ul style="list-style-type: none"> Target: 41.67% Actual: 32.78% Dif: 8.89%
<p>Unfinished Business:</p>	<p>Recommended Special Studies/Projects:</p> <p>Ms. Reyes provided the committee with an overview of the COVID Needs Assessment survey resolves. Ms. Reyes highlighted the following:</p> <ul style="list-style-type: none"> 164 total responses 83.4% of individuals that filled out there survey are Ryan White Part A clients 51.9% surveyed have been tested for COVID-19 61% surveyed had a negative result 42% did not get tested because they had no

	<p>symptoms.</p> <ul style="list-style-type: none"> • 92.% continued to receive HIV medical care since March 1, 2020. • 56% were able to get mental health and substance abuse services • 31% had a problem accessing food since March 1, 2020 • 21% had a problem getting or keeping housing since March 1, 2020 • After a brief discussion, the committee decided to remove the FPL limit for clients to receive food for a period of 6 months. <p>Motion: Ms. Humphrey made a motion to temporality remove the FPL limit to receive food for 6 months. Mr. Westbrook seconded the motion. The motion was adopted unanimously without debate.</p> <p>Motion: Ms. Humphrey made a motion to table the Data Presentation Evaluation Results and recommendations to the November meeting. Ms. Kavitch seconded the motion. The motion was adopted unanimously without debate.</p>
<p>New Business:</p>	<p>Committee Work Plan:</p> <ul style="list-style-type: none"> • The committee reviewed and updated the Needs Assessment & Planning Committee work plan. <p>Motion: Ms. Kavitch made a motion to approve the Needs Assessment & Planning Committee work plan. Ms. Humphrey seconded the motion. The motion was adopted unanimously without debate.</p> <p>Motion: Ms. Kavitch made a motion to extend the motion 5 - 7 minutes in order to complete the remaining agenda items. Ms. Humphrey seconded the motion. The motion was adopted unanimously without debate.</p> <p>Meeting Time Change:</p> <ul style="list-style-type: none"> • The committee discussed the time of the committee meeting. After a brief discussion,

<p>the committee decided to change the start time to 10:00 a.m.</p> <p>Motion: Made Mr. Hunt made a motion to change the start time of the meeting from 2:00 p.m. to 10:00 a.m.. Mr. Humphrey seconded the motion. The motion was adopted unanimously.</p> <p>November Meeting:</p> <ul style="list-style-type: none"> The committee drafted the November agenda. <p>Motion: Mr. Wright made a motion to approve the November agenda. Ms. Kavitch seconded the motion. The motion was adopted unanimously without debate.</p>	
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ACTION ITEMS

Item	
Email the Needs Assessment survey results to the committee	PCS
Next Meeting	November 12, 2020
Adjournment:	4:12 p.m.

Prepared by: David Bent Date: 10/19/20

Approved by:  Date: 1-14-2021