

Central Florida HIV Planning Council

Executive Committee Meeting Minutes

May 20, 2021

Call to Order: The Sr. Co-Chair, Mr. Hunt called the meeting to order at 2:01 p.m. at the Hilton Garden Inn located at 1275 Lee Road, Winter Park, FL 32789.

Members Present: Earl Hunt, Gabriella Rodriguez, Ira Westbrook, Dean Hutchins, Vel Cline, Willie Beasley, Jessica Seidita via teleconference

Members Excused: Tim Collins

Absent: Angie Buckley

<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 Ms. Rodriguez’s name with Mr. Hutchins’s name for the Vision Statement, Mission Statement, Conflict of Interest and Core Values. • Removed Part B Report. • Removed DOH Report. • Added Planning Council MOU. • Added June Executive Committee meeting Discussion. <p>Motion: Mr. Cline made a motion to approve the agenda with changes. Mr. Hutchins seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Approval of the April 22nd Minutes:</p>	<ul style="list-style-type: none"> • The committee reviewed the April 22nd minutes and corrected a grammatical error and added Mr. Westbrook’s name as present. <p>Motion: Mr. Hutchins made a motion to approve the April 22nd minutes with the updates. Mr. Beasley seconded the motion. The motion was</p>

	<p>adopted unanimously without debate.</p>
<p>Open the Floor for Public Comment:</p>	<ul style="list-style-type: none"> • Mr. Cline voiced his concern regarding the content of the eating healthy, living well and HIV presentation at the last RW Community meeting. • Mr. Westbrook also voiced his concern regarding the content of the eating healthy, living well and HIV presentation. • Mr. Hutchins, the Ryan White Community meeting co-chair volunteered to review future presentation content when applicable. • PCS will work with the co-chairs of the Ryan White Community meeting to discuss upcoming presentations, topics, and speakers. The committee also concluded that there should be more chair and co-chair involvement regarding speaker selection. PCS will also inform to future speakers that the recommendation is that presentation are made in person. <p>Comment Cards:</p> <ul style="list-style-type: none"> • If anyone has created a list of COVID-19 testing locations? <p>Answer: Ms. Cross informed that she will provide individual with the link for the Orange County website that contains the requested information.</p> <ul style="list-style-type: none"> • The Planning Council recently took out the word disease from mission and vision statements, however, can you all also take out the word "infected" from the vision statement to reduce stigma? <p>Answer: The committee discussed the vision statement. After a brief discussion, the committee determined that is important remove the word "infected" and replaced with "living with" to reduce stigma.</p>

	<p>Motion: Mr. Beasley made a motion to replace the word "infected" with "living with" in the Planning Council vision statement. Mr. Westbrook seconded the motion. The motion was adopted unanimously without debate.</p> <p>*Ms. Cross informed the committee that she will research the process regarding updating the vision statement verbiage that affect the PC Bylaws and will provide an update at the next PC meeting.</p> <ul style="list-style-type: none"> • I've recently had an issue with my bus pass expiring before the end of the month. It seems that the bus passes are only valid for 28 days rather than 30 days. Can someone give me an update? <p>Answer: Ms. Yabrudy confirmed with Lynx that all monthly bus passes are active 30 days from the day that they are activated.</p>
<p>Reports:</p>	<p>Membership and PR & Marketing Committee:</p> <ul style="list-style-type: none"> • The committee discussed the membership matrix, PC reflectiveness, and committee roster. There are currently 24 Planning Council members, 12 members that are PLWHA, and 8 unaligned/unconflicted members. • The committee reviewed the Central Florida HIV Planning Council social media account insights for Facebook and Instagram. • The committee reviewed and the discussed the orientation evaluation forms. • The committee discussed World AIDS Day and decided that the first World AIDS Day Workgroup meeting will be on Friday May 28th, 2021 at 10:00 a.m.

Service Systems & Quality and Needs Assessment & Planning Committee:

- The committee reviewed and approved the updates for the Health Insurance and Cost Sharing Service Standard.
- The committee received and update for the 2021 – 2022 EIHA Plan.
- The committee reviewed and approved the MOU between the Planning Council and the Part A Recipient.
- The committee was informed that Positive Outcomes will be conducting the Part A Assessment of the Administrative Mechanism.

Ryan White Community Meeting:

- Sam Quintero, the Sr. Community Liaison with Janssen gave a presentation on healthy living, healthy weight & HIV.
- Robert Reyes, the Syringe Service Program Coordinator with Hope & Help gave a presentation on Harm Reduction and the new Syringe Exchange program.
- The participants received a Membership & PR Marketing report and a Service Systems & Quality and Needs Assessment & Planning report.
- The participants received a brief overview of the 2021 Quality Management Plan and were encouraged to provide feedback.

Part A Report:

Ms. Yabrudy reported the following:

- Free Covid-19 vaccinations will be provided for all Ryan White clients and staff on Saturday May 22, 2021 from 9:00 a.m. to 5:00 p.m. at the Orange County Medical

	<p>Clinic.</p> <ul style="list-style-type: none"> • One Saturday a month and Thursday evenings medical care services will be provided starting in June. • Over 5,000 visitors in the past month have viewed the new website. • HRSA will be hosting an upcoming focus group with clients who have been impacted by EHE initiatives.
<p>New Business:</p>	<p><u>System Service Wide Service Standard:</u></p> <ul style="list-style-type: none"> • The committee reviewed the updates for the Health Insurance and Cost Sharing Service Standard <u>System Wide Service Standard</u>. The committee decided that they want more time to further review the document without the visible redactions. <p>Motion: Mr. Hutchins Seidita made a motion that the committee members be sent a copy of the <u>cleaned up version of the System Wide Service Standard</u> Health Insurance and Cost Sharing service standard without redactions before the PC meeting and to move the document forward to the Planning Council for a roll call vote. Mr. Cline seconded the motion. The motion was adopted unanimously without debate.</p> <p>Health Insurance and Cost Sharing Service Standard:</p> <ul style="list-style-type: none"> • The committee reviewed the updates for the Health Insurance and Cost Sharing Service Standard. Ms. Cross informed that the committee will have 30 days to review the services standard and provide feedback. <p>Planning Council MOU:</p> <ul style="list-style-type: none"> • The committee reviewed the Planning Council MOU. After, a brief discussion, the

committee decided that they would need a 30-day review.

Motion: Mr. Hutchins made a motion for a 30-day review for the Planning Council MOU. Mr. Westbrook seconded the motion. The motion was adopted unanimously without debate.

June Executive Meeting:

- The committee discussed the date of the June Executive committee meeting. After a brief discussion, the committee decided that the meeting should be held on Wednesday, June 23, 2021 at 2:00 p.m.

Motion: Ms. Rodriguez made a motion to have the June Executive Committee meeting held on Wednesday, June 23, 2021 at 2:00 p.m. Mr. Hutchins seconded the motion. The motion was adopted unanimously without debate.

Planning Council Agenda:

- The committee drafted the May Planning Council agenda.

Motion: Mr. Beasley made a motion to approve the May Planning Council agenda. Mr. Cline seconded the motion. The motion was adopted unanimously without debate.

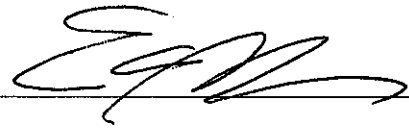
ACTION ITEMS

Item	
Research process regarding replacing vision statement verbiage that affected changed to the PC Bylaws	PCS
Email copy of the Service Wide and Health Insurance and Cost sharing service standards to the committee members for review and feedback.	PCS
Email copy of the Planning Council MOU to committee members.	PCS
Next Meeting	June 23, 2021
Adjournment:	3:46 p.m.

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Prepared by: David Bent

Date: 05/21/2021

Approved by: 

Date: 7/15/21