

Central Florida HIV Planning Council

RW Community Meeting Minutes

May 18, 2021

Call to Order: The Co-Chair, Mr. Cline called the meeting to order at 6:02 p.m. at the Hilton Garden Inn located at 1275 Lee Road, Winter Park, FL

Participants Present: Vel Cline, Dean Hutchins, Ira Westbrook, Gabriella Rodriguez, Tim Collins Marion Stephney, Adrain Humphrey, Ronald W., Robert R., Jermaine M., Clunie W., Ron W., Mikala M., April J., Jonathan Amazan via teleconference, Mike Alonso via teleconference, Jose C. via teleconference, Flora Kavitch via teleconference, Sam Quintero via teleconference, Giovanna A. via teleconference, Juanita T. via teleconference

<p>Approval of the agenda:</p>	<p>The committee reviewed the agenda and made the following updates:</p> <ul style="list-style-type: none">• Added raffle.• Added 2021 Quality Management Plan. <p>Motion: Mr. Cline made a motion to approve the agenda with the updates. Mr. Collins seconded the seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Approval of the April 20th Minutes:</p>	<p>The participants discussed the April 20th minutes and updated the following:</p> <ul style="list-style-type: none">• Corrected information on page three of the minutes. <p>Motion: Mr. Cline made a motion to approve the April 20th minutes with the update. Ms. Humphrey seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Open the floor for public comment:</p>	<ul style="list-style-type: none">• Ms. Stephney stated that she is having an ongoing issue with not getting her medication in a timely fashion and has been unable to get a hold of anyone at the Department of Health by telephone. Mr. Hutchins informed

	<p>that he would provide Ms. Stephney with direct contact information.</p> <ul style="list-style-type: none"> • Mr. Hutchins announced that CMWP has opened a new location in Winter Park.
<p>Reports:</p>	<p>Membership and PR & Marketing Committee Meeting:</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. <p>Service Systems & Quality Committee and Needs Assessment & Planning Committee Meeting:</p> <ul style="list-style-type: none"> • 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.

New Business:

2021 Quality Management Report:

Ms. Munroe reviewed the following 2021 quality goals:

- Revise service standards and outcome measures to reflect current professional and federal guidelines.
- Promote continuous quality improvement in OSA using PDCA models in coordinated efforts with all sub-recipients. These PDCA efforts will be applied to HAB performance measures of annual retention rate and viral load suppression. Other key indicators client satisfaction and gap in medical care also monitored.
- Administer client satisfaction surveys at least semi-annually. All sub-recipients will participate in the administering of the surveys. Report sharing will occur at the PWH Community meeting, Planning Council, Provider Network, and workgroup meetings.
- Develop a recognition program for staff and subrecipients who demonstrate significant accomplishments in achieving outstanding quality improvement initiatives.
- Ms. Munroe encouraged the participants to provide feedback.

Presentations:

- 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.

	<p>Raffle:</p> <ul style="list-style-type: none"> Raffle tickets were given to meeting participants. Three winning tickets were drawn. Two gift cards and one gift basket were given out as a result of the raffle.
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ACTION ITEMS

Item	
Next Meeting	June 22, 2021
Adjournment:	8:40 p.m.

Prepared by: David Bent Date: 05/21/2021

Approved by: V. H. E. Date: 7/15/21