

Central Florida HIV Planning Council

Membership and PR & Marketing Committee Meeting Minutes

October 5, 2021

Call to Order: The Membership Chair, Ms. Seidita called the meeting to order at 2:05 p.m. at the Hilton Garden Inn located at 1275 Lee Rd, Winter Park, FL 32789.

Members Present: Jessica Seidita, Vel Cline, Kim Murphy, Mike Alonso, Willie Beasley via teleconference, William Haubenestel via teleconference, Gabriella Rodriguez via teleconference, Chris Hackford via teleconference, Priscilla Torres via teleconference, Lori Leaf via teleconference

Members Excused: Marion Stepney

Absent: Angela Hunt, John Curry

Approval of the agenda:	The committee reviewed the agenda and made the following updates <ul style="list-style-type: none">• Ms. Seidita's name replaced Mr. Beasley's for the Call to Order• Mr. Beasley's name replaced Ms. Seidita's for the Vision Statement, etc. Motion: Mr. Haubenestel made a motion to accept the agenda with the changes. Mr. Cline seconded the motion. The motion was adopted unanimously without debate.
Approval of the August 3rd minutes:	<ul style="list-style-type: none">• Kim Murphy's name was corrected.• The August 3rd minutes were accepted as is.
Open the floor for public comment:	<ul style="list-style-type: none">• There were no public comments or comment cards received during the meeting.
Special Order of Business: Nomination and Election of Committee Chairs	Consensus was to continue to have separate elected leadership for both committees. <i>Public Relations & Marketing Committee:</i> <ul style="list-style-type: none">• Ms. Murphy was nominated for Chair by Mr. Beasley, Ms. Murphy accepted the nomination.

	<p>Motion: Mr. Beasley made a motion to appoint Ms. Murphy as Chair of the PR and Marketing Committee. The motion was seconded by Mr. Alonso. The motion was adopted unanimously without debate.</p> <ul style="list-style-type: none"> • Ms. Torres was nominated for Vice-Chair by Mr. Haubenestel, Ms. Torres accepted the nomination. <p>Motion: Mr. Haubenestel made a motion to appoint Ms. Torres as Vice-Chair of the PR and Marketing Committee. The motion was seconded by Mr. Alonso. The motion was adopted unanimously without debate.</p> <p><i>Membership Committee:</i></p> <ul style="list-style-type: none"> • Mr. Cline was nominated for Chair by Ms. Seidita, Mr. Cline accepted the nomination. <p>Motion: Ms. Seidita made a motion to appoint Mr. Cline as Chair of the Membership Committee. The motion was seconded by Ms. Murphy. The motion was adopted unanimously without debate.</p> <ul style="list-style-type: none"> • Ms. Seidita self-nominated for Vice-Chair of the Membership Committee. <p>Motion: Ms. Seidita made a motion to appoint herself as Vice-Chair of the Membership Committee. The motion was seconded by Mr. Alonso. The motion was adopted unanimously without debate.</p> <p>Mr. Bent informed the committee that PCS will contact the newly elected chairs to schedule Leadership training.</p>
<p>Reports:</p>	<p>Membership Matrix:</p> <ul style="list-style-type: none"> • 22 Planning Council Members • 9 PWH Planning Council Members • 8 unconflicted/unaligned PWH/Planning Council members <p>PC Reflectiveness:</p>

	<p>These are the following open mandated seats:</p> <ul style="list-style-type: none"> • Part D, or if none present, representatives of organizations addressing the needs of children, youth, and families with HIV. • Representatives of/or formally incarcerated PWH. • Social Service provider- housing and homeless services <p>Social Media:</p> <p>Regarding Facebook, Mr. Bent reported that over the past 28 days there were:</p> <ul style="list-style-type: none"> • 1,091 Page Likes • 1,110 People Reached • 256 Post Engagements • 6 Page Likes <p>Regarding Instagram, Mr. Bent reported that there are:</p> <ul style="list-style-type: none"> • 146 Posts • 211 Followers <p>Membership Reminders:</p> <p>Ms. Marshall reminded the Committees of attendance requirements.</p>
<p>Unfinished Business:</p>	<p>Red Ribbon Times Volume 9</p> <ul style="list-style-type: none"> • The Committee reviewed a draft of the Red Ribbon Times for errors and changes. Suggestions were provided to PCS so that they can be sent to the County's graphic department. <p>OrangeCountyFL.HIV Infographic Update</p> <ul style="list-style-type: none"> • The Committee wanted Planning Committee materials to have a phone number for PWH to call if they needed assistance with case management needs not being met. Ms. Brown informed them the first line of defense should always be the supervisor and also the grievance procedure in each providers office is

	<p>visibly posted so that individuals can use that if needed. Ms. Marshall informed them that we can still do an infographic on the OrangeCountyFL.HIV site and put it on the Planning Council materials.</p>
<p>New Business:</p>	<p>Time for 2021-22 Meetings</p> <ul style="list-style-type: none"> • Ms. Marshall informed the Committees that they have the opportunity to discuss the meeting time and date for all upcoming meetings in the 2021-2022 planning cycle. • Ms. Seidita made a recommendation to keep meetings on the first Tuesday of the month from 2-4pm. <p>Motion: Mr. Cline made a motion to accept Ms. Seidita’s recommendation for the committee to meet on the first Tuesday of the month from 2-4pm. The motion was seconded by Ms. Hernandez. The motion was adopted unanimously without debate.</p> <p>Applicant Information:</p> <ul style="list-style-type: none"> • The Committee reviewed the summary for Applicant 2020-02. After a brief discussion, the committee decided to move the applicant forward to the Executive Committee for review. The committee recommended appointment to the PR & Marketing Committee. <p>Motion: Mr. Alonso made a motion to move forward to the Executive Committee. The motion was seconded by Ms. Seidita. The motion was adopted unanimously without debate.</p> <ul style="list-style-type: none"> • The Committee reviewed the summary for Applicant 2021-04. After a brief discussion, the committee decided to move the applicant forward to the Executive Committee for review. The committee recommended appointment to the PR & Marketing Committee.

Motion: Mr. Cline made a motion to move forward to the Executive Committee. The motion was seconded by Ms. Hernandez. The motion was adopted unanimously without debate.

Survey Results

- Ms. Marshall presented the survey results from those who attended the Data Presentation meeting and Priority Setting & Resource Allocation meeting.

New Member Orientation Survey

- The survey was presented for review by Ms. Marshall and suggestions included adding a 5-point scale and add comment section.

Motion: Mr. Cline made a motion to update the survey with the two suggestions. The motion was seconded by Ms. Hernandez. The motion was adopted unanimously without debate.

Member Training Schedules

- Mr. Bent presented the Member Training schedule. After a brief discussion, the committee recommended to focus on Making Data Meaningful as the November training.

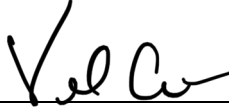
Motion: Mr. Cline made a motion to accept the recommendation of the November training. The motion was seconded by Ms. Hernandez. The motion was adopted unanimously without debate.

Annual Recruitment Activities

- The committee reviewed the recruitment suggestions from the August Ryan White Community meeting.
- Ms. Marshall informed the committee that PCS is working on obtaining recruitment materials for members to take to any upcoming tabling or recruitment events they attend. Mr. Bent mentioned tabling with another community organization at Pride on 10/9. Mr. Beasley and Ms. Herrnandez indicated that they will be

	<p>attending upcoming recruitment events and that they would be interested in receiving CFHPC materials.</p> <ul style="list-style-type: none"> • Committee would like to see applications being in languages other than English and translation services in the context of meetings and recruitment. <p>World AIDS Day Event Update</p> <ul style="list-style-type: none"> • Ms. Marshall informed the committee that the World AIDS Day event is November 30, 2021 at the Lake Eola Amphitheater at 6pm. The amphitheater has been reserved. The work group continues its meetings and making progress of the event details. October meetings-Oct 15 and Oct. 29. Anyone who would like to join the workgroup is encouraged and welcomed.
Announcements	There are no December meetings
Action Items	
Obtain recruitment materials for PC members	PCS
Update New Member Orientation Form	PCS
Next Meeting	November 2, 2021 2:00-4:00 pm
Adjournment:	3:57 PM by Ms. Seidita

Prepared
by: Cameron Edgar Date: 10/5/21

Approved
by:  Date: 10/5/21