

Central Florida HIV Planning Council

Executive Committee Meeting Minutes

November 22, 2021

Call to Order: The Jr. Co-Chair, Mr. Beasley 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: Gabriella Rodriguez, Willie Beasley, Tim Collins, Ira Westbrook, Angie Buckley, Kim Murphy via teleconference

Members Excused: Vel Cline

Absent: None

<p>Approval of the agenda:</p>	<p>The committee reviewed the agenda and made the following update:</p> <ul style="list-style-type: none"> • Replaced Ms. Rodriguez’s name with Mr. Beasley’s name for the welcome, housekeeping, introductions, and moment of silence. • Replaced Ms. Rodriguez’s name with Mr. Beasley’s name for the approval of the agenda and the approval of the October 21st minutes. • Replaced Ms. Yabrudy’s name with Mr. Goodrich’s name for the Part A Monthly Expenditure Report and RWHAP Food Program update. <p>Motion: Mr. Collins made a motion to approve the agenda with the updates. Mr. Westbrook seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Approval of the October 21st Minutes:</p>	<ul style="list-style-type: none"> • The October 21st minutes were approved as written.
<p>Open the Floor for Public Comment:</p>	<ul style="list-style-type: none"> • There were no public comments.

	<p>Comment Cards:</p> <ul style="list-style-type: none"> • No comment cards were received.
<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 22 Planning Council members, 11 (50%) members that are PWH and 9 (40%) unconflicted members. • The committee reviewed the Central Florida HIV Planning Council social media account insights for Facebook and Instagram. • The committee received a mini training on “Making Data Meaningful” from Planning Council Support. • The committee discussed and recommended educational infographics and recruitment activities for the upcoming year. <p>World AIDS Day Workgroup Update:</p> <ul style="list-style-type: none"> • Program entertainment and a host for the night were finalized. • The workgroup reviewed the agendas for the in-person WAD event on November 30th and the virtual WAD event on December 1st. • The workgroup also discussed upcoming volunteer opportunities to assemble “swag bags”, the Unsung Hero Award, and the WAD Quilt Ceremony. <p>Service Systems & Quality and Needs Assessment & Planning Committee:</p> <ul style="list-style-type: none"> • The committee elected the final officers for the Service Systems & Quality (SSQ) Committee for the 2021-2022 planning cycle. Maria Buckley was elected as Chair and Bryan DuBac as Vice Chair of SSQ.

- The committee received an overview of the Part A Monthly Expenditure report and the Part B Monthly Expenditure report.
- The committee received a presentation on the RWHAP Food program and the proposed changes for 2022. The committee approved two major items: the allocation of \$400,000 in carry over funds to the food program and reverting to an eligibility requirement of 150% Federal Poverty Level (FPL) to receive a food card at the amount of \$50.
- The committee reviewed the proposed changes from October's meetings to the Medical Case Management Service Standard and approved the recommended updates.

Ryan White Community Meeting:

- The participants received a presentation from Janssen Pharmaceutical representative on Undetectable=Untransmittable (U+U) and the RWHAP Part A Food Program changes.
- Participants received an overview of the history and significance of the World AIDS Day Quilt Ceremony and had the opportunity to construct pieces of the quilt at the meeting.
- The participants received a bridge report for the Membership and PR & Marketing Committee meeting and the SSQ and Needs Assessment & Planning Committee.
- The next Ryan White Committee meeting will be on Tuesday, January 18, 2022, at 6:00 P.M

RW Part A Monthly Expenditure Report:
(Expenditures as of October 31, 2021)

- Target: 66.67%
- Actual: 58.33%
- Dif: 8.34%

	<p>RWHAP Food Program Update:</p> <ul style="list-style-type: none"> Ms. Marshall informed that the members of the SSQ and Needs Assessment & Planning Committee recommended that as of March 1st the eligibility for food cards will return to the original requirement of 150% of FPL with a food card amount of \$50.00. Clients who receive food stamps will no longer be eligible to receive food cards. After a brief discussion, the committee decided to approve the recommendation. <p>Motion: Ms. Buckley made a motion to approve the recommendation made by the SSQ and Needs Assessment & Planning Committee that as of March 1st the eligibility for food cards will return to the original requirement of 150% of FPL with a food card amount of \$50.00. Clients who receive food stamps will no longer be eligible to receive food cards. Mr. Collins seconded the motion. The motion was adopted unanimously without debate.</p> <p>RW Part B Monthly Expenditure Report: <i>(Expenditures as September 30, 2021</i></p> <ul style="list-style-type: none"> Target: 50% Actual: 45% Dif: 5%
<p>Unfinished Business:</p>	<p>Medical Case Management Service Standard:</p> <ul style="list-style-type: none"> Ms. Marshall reviewed Medical Case Management Service Standard with the recommended updates for section 1.1, 1.2a, and 1.3. After a brief discussion, the committee decided to approve the recommendations. <p>Motion: Ms. Rodriguez made a motion to approve the Medical Case Management Service Standard with the recommended updates. Mr. Collins seconded the motion. The motion was adopted unanimously without debate.</p>

<p>New Business:</p>	<p>Integrated Plan:</p> <ul style="list-style-type: none"> Ms. Marshall informed the committee that an update will be provided at the meeting in January. <p>Planning Council Agenda:</p> <ul style="list-style-type: none"> The committee drafted the December Planning Council agenda. <p>Motion: Mr. Collins made a motion to approve December Planning Council meeting agenda. Ms. Buckley seconded the motion. The motion was adopted unanimously without debate.</p>
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ACTION ITEMS	
Item	
Next Meeting	Thursday January 20, 2022
Adjournment:	2:50 p.m.

Prepared by: David Bent Date: 11/22/21

Approved by: [Signature] Date: 1/26/22