

Central Florida HIV Planning Council

Planning Council Business Meeting Minutes

April 27, 2022

Call to Order: The Sr. Co-Chair, Gabriella Rodriguez called the meeting to order at 6:01 p.m. at the Courtyard by Marriott Downtown located at 730 N. Magnolia Ave., Orlando, FL. 32803

Members Present: Gabriella Rodriguez, Jessica Seidita, Tim Collins, Bryan Dubac, Ira Westbrook, Angela Hunt, Keith Tremain, Ida Starks, Alelia Munroe, Andres Acosta, Jermaine Malone, Charlie Wright via Teleconference, Vel Cline via Teleconference, Kim Murphy via Teleconference, Priscilla Torres via Teleconference, Grisela Hernandez via Teleconference, Mike Alonso via Teleconference, Sam Graper via Teleconference

Members Excused: Maria Buckley, Willie Beasley, Flora Kavitch

Absent: Jordan Almazan, Vicki Cobb- Lucien

<p>Approval of the agenda:</p>	<p>The Planning Council reviewed the agenda and made the following updates:</p> <ul style="list-style-type: none">• Change Willie Beasley to Gabriella Rodriguez• Under reports for Membership and PR change name to Jessica Seidita• Ms. Munroe requested to add an update on the Part A report for this meeting's agenda <p>Motion Mr. Dubac made a motion to approve the agenda with the updates. Mr. Westbrook seconded the motion.</p> <table border="1" data-bbox="880 1402 1430 1497"><thead><tr><th>In Favor</th><th>Against</th><th>Abstention</th></tr></thead><tbody><tr><td>17</td><td>0</td><td>0</td></tr></tbody></table> <ul style="list-style-type: none">• The March agenda was approved by a unanimous roll call vote.	In Favor	Against	Abstention	17	0	0
In Favor	Against	Abstention					
17	0	0					
<p>Approval of the March 30th Minutes:</p>	<p>The Planning Council reviewed the March 30th minutes and made the following update:</p> <ul style="list-style-type: none">• On page 3 under Service, Systems, and Quality the second bullet remove repeated word "receive"						

	<ul style="list-style-type: none"> • Under the Integrated Ad Hoc committee on page 3 remove additional spacing • On page 2 under Membership and PR committee meeting the second line has a 4 in committee that needs to be removed. <p>Motion: Mr. Acosta made a motion to approve the minutes with the updates. Mr. Collins seconded the motion.</p> <table border="1" data-bbox="881 506 1430 594"> <thead> <tr> <th>In Favor</th> <th>Against</th> <th>Abstention</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • The March 30th minutes were approved by a unanimous roll call vote. 	In Favor	Against	Abstention	17	0	0
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<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"> • Planning Council Support did not receive any comment cards. 						
<p>Reports:</p>	<p>Membership and PR & Marketing Committee Meeting:</p> <p>Ms. Seidita updated the council on the following:</p> <ul style="list-style-type: none"> • The Committee discussed the membership matrix, PC reflectiveness, and committee roster. There are currently 23 Planning Council members, 13 (57%) are PWH, 9 (39%) are unconflicted/unaligned PWH, and 8 (35%) are conflicted members. • The Committee finalized the planning process for their Annual Recruitment event. “Picnic with a Purpose” will be on June 18th at Carl T. Langford Park. The purpose of this event is to recruit new members and inform the community about the Planning Council’s work. • The Committee voted to create the 2022 World AIDS Day Workgroup, starting on May 13th and recurring on the second Friday of each month until the event date. 						

- The Committee reviewed the Central Florida HIV Planning Council social media account insights for Facebook and Instagram. They also reviewed a report on the March 15th Town Hall social media strategy. Overall, almost 50,000 impressions were made on Facebook about the event.
- The Committee reviewed and approved two applicant summaries to move forward in the approval process. These applicants are awaiting approval from the Executive Committee on April 21, 2022.

Ryan White Community Meeting:

Mr. Westbrook updated the council on the following:

- The participants received a presentation from Mulan Williams on the Divas in Dialogue program services, including services for transgender women of color, HIV education and prevention, and career readiness.
- Attendees also participated in an interactive workshop on intersectionality conducted by Gabriella Rodriguez.
- The participants received a brief overview of the purpose of the upcoming Case Manager Town Hall and provided feedback via Mentimeter and verbally on what questions that they would like to be considered at the next Integrated Plan meeting.
- The next Ryan White Community meeting will be on Tuesday, May 17th, 2022 at 6:00 P.M at the Holden Heights Community Center. The topic is “Mental Health and HIV.”

Integrated Plan Ad Hoc Committee Meeting:

Ms. Seidita updated the council on the following:

- The committee received an update on the Spring 2022 Florida Comprehensive

	<p>Planning Network meeting that occurred April 6-8th and the statewide integrated plan progress.</p> <ul style="list-style-type: none"> • The committee finalized the planning process for the May 6th Case Manager Town Hall. • The committee discussed and planned the upcoming community engagement events, which included activities in Lake, Brevard, Osceola, and Seminole counties. Additionally, the committee planned to engage external stakeholder groups not previously reflected in the last integrated plan such as faith-based organizations, youth, and educational institutions. <p>Part A Update: Mr. Goodrich presented to the committee that they are currently evaluating OAHS proposals and recently filled the position for Ryan White program supervisor. They are also working on a project involving the different Part A's in the State of Florida to come up with one eligibility criteria system and extend eligibility period from 6 month to closer of a year.</p> <p>Part B Update: Ms. Andre updated the committee that the State is currently undergoing contracts for Part B and anticipate receiving those contracts soon and finalize the awards for providers. The state is currently conducting assessments in all counties within the state of Florida to ensure that all needs are being met by services offered.</p>
<p>New Business:</p>	<p>Bylaws Update:</p> <ul style="list-style-type: none"> • Ms. Marshall shared to the committee the updates made within the bylaws on pages 16 and 17. She presented to the committee the changes needed on page 23 Article 9. • Ms. Munroe shared her recommendation to the chair that the verbiage used in the bylaws was too specific therefore needing a constant revision and to possibly reword the verbiage used to be more applicable to

an array of situations rather than a specific situation.

- Mr. Acosta inquired if it was possible to have more control over meeting requirements when pressing business is required from the committees.

Motion: Ms. Munroe made a motion to table the bylaw changes until next meeting to produce the most appropriate verbiage so that it is applicable to more unforeseeable situations. Ms. Stark seconded the motion.

In Favor	Against	Abstention
17	0	0

The motion to approve tabling the bylaw changes until next meeting to produce the most appropriate verbiage was approved by a unanimous roll call vote.

Applicant Summaries:

- The committee reviewed the applicant summary for Candidate 2021-01. After a brief discussion the committee decided to recommend appointment for Candidate 2021-01 with a recommendation for PR & Marketing.

Motion: Ms. Seidita made a motion to recommend appointment for candidate 2021-01 to the Planning Council with a recommendation for PR & Marketing. Ms. Munroe seconded the motion.

In Favor	Against	Abstention
17	1	0

The motion to approve the recommendation of candidate 2021-01 to the planning council to the PR & Marketing Committee was 16 approved 1 against.

- The committee reviewed the applicant summary for Candidate 2022-02. After a brief discussion the committee decided to

recommend appointment for Candidate 2022-02 with a recommendation to remain on Needs Assessment

Motion: Ms. Munroe made a motion to approve the applicant 2022-02 with a recommendation for Planning Council and remain on Needs Assessment. Mr. Dubac seconded the motion.

In Favor	Against	Abstention
17	0	0

The motion to approve applicant 2022-02 with recommendation was approved by a unanimous roll call vote.

Choose Mini-training Topic:

- After a brief discussion the committee members decided to cover compassion fatigue for the next meeting and to also evaluate and consider a training on other practices of planning councils for the future.

Motion: Mr. Acosta made a motion to approve Compassion Fatigue as the mini-training topic for the May meeting. Ms. Seidita seconded the motion.

In Favor	Against	Abstention
17	0	0

The motion to approve the mini training topic as compassion fatigue was approved by a unanimous roll call vote.

Leadership Evaluations:

- Ms. Marshall informed the committee that it is time for the leadership evaluations. The committee took 5-10 minutes to take a vote through Mentimeter and the results will be reviewed next meeting in May.

<p>Announcements:</p>	<ul style="list-style-type: none"> • Positive Assistance is hosting a Heritage Month for Haitian flag day on May 18th from 2:00 pm- 7:00 pm. They will be offering mobile PrEP services and HIV testing at Americana on the west end. • Ms. Munroe informed members that the DOH Orange is postponing the implementation of their evening clinic until June 15th due to construction. • The O-town fest that will be taking place on April 30th from 11:00 am- 3:00 pm. They will have HIV and COVID test, as well as other activities. • Mr. Acosta informed the committee of a virtual event in light of Vaccine Awareness Day on May 18th discussing the progression of vaccines.
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ACTION ITEMS	
Item	
Next Meeting	Wednesday, May 25, 2022
Adjournment:	7:29 pm

Prepared by: *Nyla Tapley* Date: 05/11/2022

Approved by: *[Signature]* Date: 6/29/22