

## Central Florida HIV Planning Council

### Membership and PR & Marketing Committee Meeting Minutes

November 01, 2022

**Call to Order:** The Ex-Officio, Priscilla Torres, called the meeting to order at 2:15 p.m. at the Heart of Florida United Way located 1940 Cannery Way, Orlando, FL 32804.

**Members Present:** Vel Cline, Angela Hunt, Jermaine Malone, Kim Murphy, Priscilla Torres, Mike Alonso, Ida Starks, Andres Acosta via Teleconference, Kara Williams via Teleconference, Keyna Harris via Teleconference

**Members Excused:**

**Absent:** Yissel Hernandez

<p><b>Approval of the agenda:</b></p>	<p>The committee reviewed the agenda and made the following changes:</p> <ul style="list-style-type: none"> <li>• Replace Willie Beasley to Priscilla Torres</li> </ul> <p><b>Motion:</b> Mr. Cline made a motion to accept the agenda with the changes. Mr. Alonso seconded the motion. The motion was adopted unanimously without debate.</p>
<p><b>Approval of the August 2<sup>nd</sup> minutes:</b></p>	<p>The committee reviewed the August 2<sup>nd</sup> minutes and approved the minutes as is.</p>
<p><b>Open the floor for public comment:</b></p>	<ul style="list-style-type: none"> <li>• PCS did not receive any comment cards.</li> <li>• No public comments</li> </ul> <p><b>Special Order of Business: Nomination and Election of Committee Chairs</b></p> <ul style="list-style-type: none"> <li>• The committee briefly discussed eligibility and the open chairs for Membership and PR &amp; Marketing. The committee made the decision to have one chair and one vice-chair for the next 6 months.</li> </ul>

	<p><b>Motion:</b> Ms. Murphy made a motion to have one chair and vice-chair for the next 6 months. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.</p> <ul style="list-style-type: none"> <li>• After brief discussion the committee discussed and decided to nominate Kim Murphy as Chair and Andres Acosta as Vice- Chair.</li> </ul> <p><b>Motion:</b> Mr. Cline made a motion to nominate Kim Murphy as the Chair of Membership and PR &amp; Marketing Committee. Mr. Malone seconded the motion. The motion was adopted unanimously without debate.</p> <p><b>Motion:</b> Ms. Hunt made a motion to nominate Andres Acosta as the Vice-Chair of Membership and PR &amp; Marketing Committee. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.</p>
<p><b>Reports:</b></p>	<p><b>Membership Matrix:</b></p> <ul style="list-style-type: none"> <li>• 20 Planning Council Members</li> <li>• 10 PWH Planning Council Members</li> <li>• 5 Unconflicted/Unaligned PWH/Planning Council members</li> <li>• 10 Conflicted members</li> </ul> <p><b>PC Reflectiveness:</b></p> <p>Ms. Marshall informed of the following open mandated seats:</p> <ul style="list-style-type: none"> <li>• Representatives of/or formally incarcerated PWH- <i>Application Received</i></li> <li>• Local Public Health Agencies</li> <li>• State Medicaid Agency (interview conducted)</li> <li>• Part C Recipient (application received)</li> </ul> <p><b>Attendance Roster:</b></p>

	<p>Ms. Marshall updated the committee that there were two members whose term were up and one member that decided to step down.</p> <p><b>Social Media:</b></p> <p>Ms. Tapley reported the following: Over the past 28 days (Oct 04- Oct 31)</p> <p>Facebook:</p> <ul style="list-style-type: none"> <li>• 6 Page Likes</li> <li>• 551 People Reached</li> <li>• 185 Post Engagements</li> </ul> <p>Instagram:</p> <ul style="list-style-type: none"> <li>• 406 Posts</li> <li>• 288 Followers</li> </ul>
<p><b>Unfinished Business:</b></p>	<p><b>Red Ribbon Times Vol. 9:</b></p> <ul style="list-style-type: none"> <li>• The committee briefly discussed the Red Ribbon Times Vol. 9 and decided to push the Newsletter to graphics as is.</li> </ul> <p><b>Motion:</b> Ms. Hunt made a motion for the Red Ribbon Times Vol. 9 to be sent to graphics as is. Mr. Alonso seconded the motion. The motion was adopted unanimously without debate.</p> <p><b>Future of CFHPC RRT:</b></p> <ul style="list-style-type: none"> <li>• Ms. Marshall provided recommendations for the RRT such as an annual report that would be easier for the committee to manage.</li> </ul>
<p><b>New Business:</b></p>	<p><b>Time/ Date for 2022-2023 Meetings:</b></p> <ul style="list-style-type: none"> <li>• The committee decided to not change the date and time of the Meetings for 2022- 2023</li> </ul> <p><b>Motion:</b> Ms. Stark made a motion for the meetings to remain at the same time on the same day. Ms. Hunt</p>

seconded the motion. The motion was adopted unanimously without debate.

**Motion:** Mr. Cline made a motion to extend the meeting by 15 minutes. Ms. Starks seconded the motion. The motion was adopted unanimously without debate

**Applicant Summaries:**

- The committee reviewed the summary for candidate 2022-03. After a brief discussion, the committee decided to move the candidate forward to the Executive Committee with a recommendation for Needs Assessment & Planning Committee.

**Motion:** Ms. Hunt made a motion to move the applicant forward to the Executive Committee for review with a recommendation for Needs Assessment & Planning. Mr. Cline seconded the motion. The motion was adopted unanimously without debate

- The committee reviewed the summary for candidate 2022-06. After a brief discussion, the committee decided to move the candidate forward to the Executive Committee with a recommendation for Membership.

**Motion:** Ms. Hunt made a motion to move the applicant forward to the Executive Committee for review with a recommendation for Membership. Ms. Starks seconded the motion. The motion was adopted unanimously without debate

- The committee reviewed the summary for candidate 2022-05. After a brief discussion, the committee decided to move the candidate forward to the Executive Committee with a recommendation for PR & Marketing.

**Motion:** Mr. Cline made a motion to move the applicant forward to the Executive Committee for review with a recommendation for PR & Marketing. Ms. Starks seconded the motion. The motion was adopted unanimously without debate

- The committee reviewed the summary for candidate 2022-07. After a brief discussion, the

	<p>committee decided to move the candidate forward to the Executive Committee with a recommendation for Service Systems and Quality.</p> <p><b>Motion:</b> Ms. Starks made a motion to move the applicant forward to the Executive Committee for review with a recommendation for Service Systems and Quality. Ms. Cline seconded the motion. The motion was adopted unanimously without debate</p> <p><b>2022-2023 Committee Work Plan:</b></p> <ul style="list-style-type: none"> <li>Ms. Marshall informed the committee on the work plan for this year’s term and goals. This would be a collaborative with other Planning Council Support teams.</li> </ul> <p><b>Motion:</b> Mr. Alonso made a motion to approve both work plans as is. Ms. Starks seconded the motion. The motion was adopted unanimously without debate</p> <p><b>Motion:</b> Mr. Alonso made a motion to table the remaining agenda items for January 3<sup>rd</sup>, 2022. Ms. Starks seconded the motion. The motion was adopted unanimously without debate</p> <p><b>Announcements:</b></p> <ul style="list-style-type: none"> <li>Area 7 Quarterly partner meeting tomorrow at Lake Ellenor from 1:30-4:00 pm. They will be having a HIV Stigma Training from the Southern AIDS Coalition.</li> </ul>
<b>Action Items</b>	
<b>Items</b>	<b>Party Responsible</b>
<b>Next Meeting</b>	January 3 <sup>rd</sup> , 2022
<b>Adjournment:</b>	3:17 pm

Prepared by: Nyla Tapley Date: 11/01/2022

Approved by: Andres Acosta Date: 01/05/23

