

Central Florida HIV Planning Council

Planning Council Business Meeting Minutes

May 31, 2023

Call to Order: The Sr. Co-Chair, Tim Collins called the meeting to order at 6:07 PM at the Heart of Florida United Way at 1940 Cannery Way, Orlando, FL 32804.

Members Present: Tim Collins, Bryan Dubac, Glorybee Perez, Ida Starks, Andres Acosta, Charlie Wright, Vicki Cobb-Lucien, Andre Antenor, Alelia Munroe via Teleconference, Kara Williams via Teleconference, Keyna Harris via Teleconference, Kim Murphy via Teleconference, Priscilla Torres via Teleconference, Sueanne Vazquez via Teleconference

Members Excused: Vel Cline

Absent: Gilberto Hernandez, Mike Alonso, Angela Hunt, Maria Buckley

<p>Approval of the agenda:</p>	<p>The Planning Council reviewed and approved the agenda with the following changes:</p> <ul style="list-style-type: none"> • Priscilla Torres to Tim Collins • Kim Murphy to Andres Acosta • Update Committee Names <p>Motion Ms. Starks made a motion to approve the agenda with the following updates. Mr. Acosta seconded the motion.</p> <table border="1" data-bbox="880 1215 1430 1308"> <thead> <tr> <th>In Favor</th> <th>Against</th> <th>Abstention</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • The May agenda with the updates was approved by a unanimous roll call vote. 	In Favor	Against	Abstention	14	0	0
In Favor	Against	Abstention					
14	0	0					
<p>Approval of the April 26th Minutes:</p>	<p>The Planning Council reviewed the April 26th minutes and approved them as is.</p>						
<p>Open the Floor for Public Comment:</p>	<ul style="list-style-type: none"> • No Comments <p>Comment Cards:</p> <ul style="list-style-type: none"> • PCS presented the two public comment cards submitted: 						

	<ul style="list-style-type: none"> - Comment #1 My concern is about the restrictions to the food cards and the requirement for clients to bring in receipts. Publix cards, which are the main ones distributed in Brevard county, already have restrictions on tobacco, alcohol and gambling. It seems by putting these restrictions we are telling our clients we expect them to do the wrong thing and with the cost of food and food insecurities in the community, being excessively punitive with those that may lose their card or buy an item they are not supposed to. - Comment #2 Regarding the restrictions on the purchase of carbonated drinks and sweets, while I understand the need for nutritional products, I also feel that this can be too restrictive. I would like a ginger ale when I have a tummy ache. Sparkling water has no sugar. Dark chocolate actually has positive health benefits. Juice products can have higher sugar content than some carbonated beverages and other sweets. Also, when you are in the checkout line, you have shopped to ensure that you have enough money to cover the items and tax, the card is used to pay, and there are \$2 left on the card. Can't I just get a candy bar? If this is a strong issue for the group, could we consider an allowance for these items? Perhaps, "no more than \$X can be spent on the following items: Carbonated beverages, candy, etc." Thank you for your consideration in this matter!
<p>Reports</p>	<p>Membership and PR & Marketing Committee Monthly Report: Mr. Acosta provided the following update to the committee:</p> <ul style="list-style-type: none"> • The committee discussed the membership matrix, PC reflectiveness, and committee roster. There are currently 20 Planning Council members, 12 (60%) that are

PLWH/A, and 6 (30%) that are unconflicted members.

- The committee reviewed the Central Florida HIV Planning Council social media account insights for Facebook and Instagram.
- The committee reviewed and approved the articles for volume 11 of the Red Ribbon Times.
- The committee discussed the details for the upcoming annual recruitment event.
- The committee reviewed the interview summary for an applicant and determined that the summary should be moved forward to the Executive Committee for review and vote.
- The committee completed their leadership evaluations via Mentimeter.

Service Systems & Quality and Needs Assessment & Planning Combined Committee Monthly Report:

Mr. Dubac provided the following update to the committee:

- The committee received an overview of the monthly Part B Expenditure and General Revenue reports.
- The committee reviewed and approved the Part A 2023-24 Proposed Allocations.
- The committee updated the Part A and Part B Food Rights & Responsibilities form and moved the form forward to the Ryan White Community meeting for feedback.
- The committee reviewed and approved the recommended changes for the Comprehensive Plan Policy & Procedures and the Needs Assessment Policy & Procedures.

Ryan White Community Meeting Monthly Report:

Ms. Starks provided the following update to the committee:

- The attendees received a presentation from Nadia Garzon with Descolonizarte on dealing with HIV stigma. The participants also received a presentation from Andres

Acosta with the onePulse Foundation on the details and criteria for an upcoming HIV Vaccine study.

- The attendees received an overview of recommended updates for the Part A and Part B Food Rights & Responsibilities form. The attendees were given the opportunity to provide their feedback on the recommended changes.
- The next Ryan White Community Meeting will be held on Tuesday, June 20th at 6:00 p.m. at the Heart of Florida United Way.

**Part A Proposed Reallocation:
(FY 2023- 2024)**

- Ms. Yabrudy provided the committee a review of the proposed allocation and categories as well as the previous carry-over. She also informed the committee of the increase in funding.

Motion: Mr. Wright made a motion to approve the Ryan White Part 2023-2024 Proposed Reallocation. Ms. Cobb-Lucien seconded the motion. The motion was adopted unanimously without debate

In Favor	Against	Abstention
14	0	0

The Ryan White Part A Proposed Reallocation FY 2023-2024 was approved by a unanimous roll call vote.

**Part B Monthly Expenditure Report:
(Expenditures as of March 31, 2023)**

Ms. Andre reported the following:

- Target: 100%
- Actual: 96%
- Difference: 4%

Ms. Andre provided a brief overview of the expenditure & utilization.

**Ryan White GR Report:
(Expenditures as of March 31, 2023)**

	<p>Ms. Andre reported the following:</p> <ul style="list-style-type: none"> • Target: 75% • Actual: 58% • Difference: 17% <p>Ms. Andre provided a brief overview of the utilization.</p>												
<p>New Business</p>	<p>CFHPC Applicant Summary:</p> <ul style="list-style-type: none"> • The committee reviewed the summary for candidate 2023-05. After a brief discussion, the committee decided to recommend the applicant for the Service Systems Planning & Quality Committee. <p>Motion: Mr. Acosta made a motion to recommend the applicant for the Service Systems Planning & Quality Committee. Mr. Dubac seconded the motion. The motion was adopted unanimously without debate</p> <table border="1" data-bbox="878 1010 1419 1098"> <thead> <tr> <th>In Favor</th> <th>Against</th> <th>Abstention</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>The candidate 2023-05 was recommended for Service Systems Planning & Quality Committee by a unanimous roll call vote.</p> <ul style="list-style-type: none"> • The committee reviewed the summary for candidate 2023-06. After a brief discussion, the committee decided to recommend the applicant for the Service Systems Planning & Quality Committee. <p>Motion: Ms. Munroe made a motion to recommend the applicant for the Service Systems Planning & Quality Committee. Mr. Dubac seconded the motion. The motion was adopted unanimously without debate</p> <table border="1" data-bbox="878 1709 1419 1797"> <thead> <tr> <th>In Favor</th> <th>Against</th> <th>Abstention</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	In Favor	Against	Abstention	14	0	0	In Favor	Against	Abstention	14	0	0
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The candidate 2023-06 was recommended for Service Systems Planning & Quality Committee by a unanimous roll call vote.

Membership Application Changes

- Ms. Marshall updated the committee on the pending updates for the CFHPC Membership applications.
- The committee held a brief discussion on additional recommended changes.

Motion: Mr. Wright made a motion to approve the Central Florida HIV Planning Council Membership application with the changes. Mr. Dubac seconded the motion. The motion was adopted unanimously without debate.

In Favor	Against	Abstention
14	0	0

The Central Florida HIV Planning Council Membership application was approved with the changes by a unanimous roll call vote.

Review Food Rights & Responsibilities Form:

- Ms. Yabrudy explained to the committee the planning council’s purpose of reviewing the Food Rights & Responsibilities forms, as well as the county’s guidelines. She informed the planning council that HRSA did not want the planning council to remove the restrictions.
- The committee held a discussion regarding the verbiage to make sure that the language is clear and concise for all clients.

Motion: Ms. Munroe made a motion to adopt the Part A Food Rights and Responsibilities Form as is with a start date of July 1st. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.

In Favor	Against	Abstention
14	0	0

The Part A Food Rights & Responsibilities Form was approved by a unanimous roll call vote.

- Ms. Andre informed and updated the committee on the changes for the Part B Food & Rights and Responsibilities Form.

Motion: Ms. Munroe made a motion to adopt the Part B Food Rights and Responsibilities Form as is with a start date of July 1st. Ms. Cobb-Lucien seconded the motion. The motion was adopted unanimously without debate.

In Favor	Against	Abstention
14	0	0

The Part B Food Rights & Responsibilities Form was approved by a unanimous roll call vote

Comprehensive Plan

- The committee made the decision to accept the Comprehensive plan Policy with the changes.

Motion: Mr. Wright made a motion to accept the Part A & B Comprehensive Plan Policy with the changes. Mr. Dubac seconded the motion. The motion was adopted unanimously without debate.

In Favor	Against	Abstention
13	0	0

The Part A & B Comprehensive Plan Policy was approved with the changes by a unanimous roll call vote

Needs Assessment

- The committee held a brief discussion before making the decision to accept the Needs Assessment Policy with the changes.

Motion: Ms. Cobb-Lucien made a motion to accept the Part A & B Needs Assessment Policy as is. Mr. Dubac seconded the motion. The motion was adopted unanimously without debate.

In Favor	Against	Abstention
13	0	0

	<p>The Part A & B Needs Assessment Policy was approved with the changes by a unanimous roll call vote</p> <p>Leadership Evaluations</p> <ul style="list-style-type: none"> The committee took the remaining 10 minutes to submit their leadership evaluations through Menti.
<p>Announcements:</p>	<ul style="list-style-type: none"> July Ryan White Community Meeting Listening Session for Housing, please submit any comments questions, or concerns to PCS August Ryan White Community Meeting Listening Session for Long-Acting Injectable with DOH Orange Pulse Remembrance at the Dr. Philip Center FDOH Orange CAB Meeting on June 13th had been cancelled; a training will replace this event that will be held at the Hurston bldg. Our story event starting this Friday on June 9th at the Shakespeare Theater Community Love Feast June 24th on Mental Health at Kaley Square
ACTION ITEMS	
Item	
Next Meeting	June 28 th , 2023
Adjournment:	8:00 pm

Prepared by: *Nyla Tapley* Date: 06/02/2023

Approved by:  Date: 07/06/2023