

Central Florida HIV Planning Council

Membership and Engagement Committee Meeting Minutes

May 02, 2023

Call to Order: The Membership and Engagement Co- Chair, Andres Acosta, called the meeting to order at 2:00 p.m. at the Heart of Florida United Way located 1940 Cannery Way, Orlando, FL 32804.

Members Present: Andres Acosta, Vel Cline, Angela Hunt, Priscilla Torres, Ida Starks, Kara Williams, Yissel Hernandez, Kim Murphy via Teleconference, Mike Alonso via Teleconference, Keyna Harris via Teleconference, Susanna Vazquez via Teleconference, Chris Hackford via Teleconference

Members Excused: Fernell Neal and John Kizer

Absent: Gilberto Hernandez

<p>Approval of the agenda:</p>	<p>The committee reviewed the agenda and approved the agenda with the following changes:</p> <ul style="list-style-type: none"> • Switch Kim Murphy with Andres Acosta <p>Motion: Mr. Cline made a motion to accept the agenda with the changes. Ms. Torres seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Approval of the April 4th minutes:</p>	<p>The committee reviewed the April 4th minutes and approved the minutes as is.</p>
<p>Open the floor for public comment:</p>	<ul style="list-style-type: none"> • PCS did not receive any comment cards. • No Public Comment
<p>Reports:</p>	<p>Membership Matrix:</p> <ul style="list-style-type: none"> • 21 Planning Council Members • 13 PWH Planning Council Members

	<ul style="list-style-type: none"> • 7 Unconflicted/Unaligned PWH/Planning Council members • 11 Conflicted members <p>PC Reflectiveness:</p> <p>Ms. Marshall informed of the following open mandated seats:</p> <ul style="list-style-type: none"> • Part C Recipient <p>Attendance Roster:</p> <p>Ms. Marshall updated the committee on the attendance roster. There are currently no one in need of an attendance letter on the committees.</p> <p>Social Media:</p> <p>Ms. Tapley reported the following: Over the past 28 days (Apr 04- May 01)</p> <p>Facebook:</p> <ul style="list-style-type: none"> • 5 Page Likes • 1178 People Reached • 582 Post Engagements <p>Instagram:</p> <ul style="list-style-type: none"> • 546 Posts • 325 Followers <p>Ms. Tapley also provided an overview on the current audience, reach, page visits, and likes/followers. She shared her recommendation for community involved cross-post. Ms. Tapley informed the committee that she is open to content ideas for the future.</p>
<p>Unfinished Business:</p>	<p>Red Ribbon Times Volume 11:</p> <ul style="list-style-type: none"> • The committee took a moment to review and discuss the drafted Red Ribbon Time Vol. 11 for June.

	<p>Motion: Ms. Hernandez made a motion to approve the Red Ribbon Times Vol. 11 with the suggested changes. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.</p> <p>Plan Annual Recruitment Event:</p> <ul style="list-style-type: none"> • The committee reviewed and discussed the official flyer, the sponsorships, and prospective budgeting.
<p>New Business:</p>	<p>Applicant Summaries:</p> <ul style="list-style-type: none"> • The committee reviewed the summary for candidate 2023-05. After a brief discussion, the committee decided to move the candidate forward to the Executive Committee for review, with a recommendation for Service Systems Planning & Quality. <p>Motion: Mr. Cline made a motion to move Candidate 2023-05 to the Executive Committee for review, with a recommendation for Service Systems Planning & Quality Committee. Ms. Hernandez seconded the motion. The motion was adopted unanimously without debate</p> <ul style="list-style-type: none"> • The committee reviewed the summary for candidate 2023-06. After a brief discussion, the committee decided to move the candidate forward to the Executive Committee for review, with a recommendation for newly merged Membership and Engagement Committee. <p>Motion: Ms. Hernandez made a motion to move Candidate 2023-06 to the Executive Committee for review, with a recommendation for Service Systems Planning & Quality Committee. Ms. Starks seconded the motion. The motion was adopted unanimously without debate</p> <p>Membership Applications Refresh:</p> <ul style="list-style-type: none"> • Ms. Marshall shared the updated changes made to the membership application with the committee. • The committee held a brief discussion for the changes made.

	<p>Motion: Mr. Cline made a motion to approve the changes for the Membership application. Ms. Vazquez seconded the motion. The motion was adopted unanimously without debate</p> <p>Motion: Mr. Cline made a motion to add the Release of consent to publish to the application and additional bullets on membership application. Ms. Vazquez seconded the motion. The motion was adopted unanimously without debate</p> <p>Policies & Procedures:</p> <p>Motion: Ms. Starks made a motion to table the Policies and Procedures for a 30 day review and to be added to the beginning of next month's agenda. Mr. Cline seconded the motion. The motion was adopted unanimously without debate.</p> <p>Leadership Evaluations:</p> <ul style="list-style-type: none"> • The committee took a brief moment to submit their leadership evaluation through Mentimeter. <p>Motion: Mr. Cline made a motion to extend the meeting by 5 minutes. Ms. Hernandez seconded the motion. The motion was adopted unanimously without debate.</p> <p>No Announcements</p>
Action Items	
Items	Party Responsible
Next Meeting	June 6 th , 2023
Adjournment:	4:05 pm

Prepared

by:

Date: 05/02/2023

Approved

by:

Date: 07/11/2023