

Central Florida HIV Planning Council

Membership and Engagement Committee Meeting Minutes

March 05, 2024

Call to Order: The Membership and Engagement Committee Chair, Vel Cline, 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, Ida Starks, Kara Williams, Siri Goberdhan Jr., Raymond Macon, Yissel Hernandez, Sueanne Vazquez via Teleconference, Mike Alonso via Teleconference, Keyna Harris via Teleconference

Members Excused: Fernell Neal

Absent: None

<p>Approval of the agenda:</p>	<p>The committee reviewed the agenda and approved the agenda as is</p> <p>Motion: Ms. Williams made a motion to accept the agenda as is. Ms. Stark seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Approval of the February 6th minutes:</p>	<p>The committee reviewed the February 6th 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 Comments were made in the room.
<p>Reports:</p>	<p>Membership Matrix:</p> <p>Ms. Marshall provided an brief overview on the membership matrix since the February committee meeting:</p>

- 23 Planning Council Members
- 15 PWH Planning Council Members
- 10 Unconflicted/Unaligned PWH Planning Council members
- 7 Conflicted members

Ms. Marshall updated the committee that we do not have any open mandated seats on the council.

PC Reflectiveness:

Ms. Marshall provided an overview of the current reflectiveness of the Planning Council in the EMA for gender, age, and race/ethnicity. She updated the committee of the current gaps in reflectiveness which are unaligned women PWH and members that are age 40-49.

Social Media:

Ms. Tapley reported the following:
Over the past 28 days (February 6- March 4)

Facebook:

- 5 Page New Likes (Previously: 2)
- 1,076 People Reached (Previously: 693)
- 271 Post Engagements (Previously: 137)

Instagram:

- 787 Posts (Previously: 761)
- 385 Followers (Previously: 382)

Ms. Tapley provided an overview for both Instagram and Facebook on the current audience, reach, page visits, and likes/followers.

<p>Unfinished Business</p>	<p>Updated Interview Form & Application</p> <ul style="list-style-type: none"> • Ms. Marshall reviewed the feedback received from the February Planning Council Business Meeting • The committee held discussion on reviewing the process of approval and it being sent back for review. They continued discussion on the order of the questions and assuring that the interview process is not intimidating. • The committee decided to define the 1-5 scoring, adjust the scoring for not recommend/ recommend, and to not include the Ryan White questions into the scoring. <p>Motion: Ms. Williams made a motion to approve the Interview Form with the changes and to move forward to the Executive Committee. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.</p> <p>CFHPC Membership Application:</p> <ul style="list-style-type: none"> • Ms. Marshall presented the Central Florida HIV Planning Council Membership Application with the recommended changes • The committee provided feedback and held discussion on the recommended changes. <p>Motion: Ms. Williams made a motion to approve the Central Florida HIV Planning Council Membership Application with the recommended changes and to move forward to the Executive Committee. Ms. Hernandez seconded the motion. The motion was adopted unanimously without debate.</p> <p>Member Training Schedule Chart</p> <ul style="list-style-type: none"> • The committee reviewed the CFHPC Training Plan 2023- 2024 and decided to move the past trainings forward to April 2024. • The committee discussed additional trainings to add to the schedule and will fill in the remainder next month.
-----------------------------------	---

	<p>Leadership Evaluations:</p> <ul style="list-style-type: none"> • The committee took a moment to complete their leadership evaluations through Menti. <p>Security Update:</p> <ul style="list-style-type: none"> • Mr. Bent provided the information on the Orange County Sheriff's Office Off-Duty Services Application Information such as cost and the sustainability for the entirety of the year. • The committee discussed the possibilities through the county since the Planning Council is appointed by the mayor
<p>New Business:</p>	<p>Applicant Summaries:</p> <p><i>Candidate 2023-14</i></p> <ul style="list-style-type: none"> • Mr. Bent provided a summary of Candidate 2023-14's application, interview, and recommendations from the interviewers. • The committee opened the floor for discussion and decided to move forward with the recommendation requested through PCS. <p>Motion: Ms. Williams made a motion to recommend candidate 2023-14 for review by the Executive Committee with the recommendation to serve on the Service Systems Planning & Quality Committee. Ms. Hernandez seconded the motion. The motion was adopted unanimously without debate.</p> <p><i>Candidate 2023-07</i></p> <ul style="list-style-type: none"> • Mr. Cline provided a summary of Candidate 2023-07's application, interview, and recommendations from the interviewers. • The committee opened the floor for discussion and decided to move forward with the recommendation received <p>Motion: Ms. Williams made a motion to recommend candidate 2023-07 for review by the Executive Committee with the recommendation to serve on the Membership & Engagement Committee. Ms. Hernandez seconded the motion. The motion was adopted unanimously without debate.</p>

	<p>Red Ribbon Times Volume 14:</p> <ul style="list-style-type: none"> The committee requested an update from Part A on the RRT Volume 13 draft. They reviewed the articles and infographics presented by Ms. Marshall she also provided article recommendation for members to create.
Announcements	<ul style="list-style-type: none"> This upcoming Sunday (03/10/2024) at 3:00 pm Let's Beehive Panel for Women and Girls 125 N. Lakeshore Dr. Ocoee, FL 34761 Look out! For My Art Works Marketing Campaign on buses, billboards, and bus shelters. Take pictures and share with Planning Council
Action Items	
Party Responsible	Items
PCS	<ul style="list-style-type: none"> Follow up to see if Orange County Mayor can provide complimentary security Follow up with Part A on Rep. Attendance to address questions and concerns during meeting
Part A	<ul style="list-style-type: none"> Update on Red Ribbon Times Volume 13 Draft
Next Meeting	April 02, 2024
Adjournment:	3:52 pm

Prepared by: Nyla Tapley Date: 03/06/2024

Approved
by:

_____ Date: _____

DRAFT