

## Central Florida HIV Planning Council

### Membership and Engagement Committee Meeting Minutes

April 02, 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, Audreanna Garcia, Yissel Hernandez, Sueanne Vazquez via Teleconference, Mike Alonso via Teleconference, Fernell Neal via Teleconference, Keyna Harris via Teleconference

**Members Excused:** None

**Absent:** None

<p><b>Approval of the agenda:</b></p>	<p>The committee reviewed the agenda and approved the agenda as is.</p> <p><b>Motion:</b> Mr. Goberdhan made a motion to accept the agenda with the changes. Ms. Hernandez seconded the motion. The motion was adopted unanimously without debate.</p>
<p><b>Approval of the March 5<sup>th</sup> minutes:</b></p>	<p>The committee reviewed the March 5<sup>th</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 were made in the room.</li> </ul>
<p><b>Reports:</b></p>	<p><b>Membership Matrix:</b></p> <p>There have been no changes to the membership matrix since the November committee meeting:</p> <ul style="list-style-type: none"> <li>• 25 Planning Council Members</li> <li>• 15 PWH Planning Council Members</li> </ul>

	<ul style="list-style-type: none"> <li>• 10 Unconflicted/Unaligned PWH Planning Council members</li> <li>• 8 Conflicted members</li> </ul> <p>Ms. Marshall also updated the committee that we currently do not have any open mandated seats.</p> <p><b>PC Reflectiveness:</b></p> <p>Ms. Marshall provided an overview of the current reflectiveness of the Planning Council and how the Council can better representative of the EMA for gender, age, and race/ethnicity. The current gaps in reflectiveness are for unaligned women PWH and members that are age 40-49.</p> <p><b>Social Media:</b></p> <p>Ms. Tapley reported the following: Over the past 28 days (March 05- April 01)</p> <p>Facebook:</p> <ul style="list-style-type: none"> <li>• 5 Page New Likes (Previously: 5)</li> <li>• 685 People Reached (Previously: 1,076)</li> <li>• 199 Post Engagements (Previously: 271)</li> </ul> <p>Instagram:</p> <ul style="list-style-type: none"> <li>• 804 Posts (Previously: 787)</li> <li>• 390 Followers (Previously: 385)</li> </ul> <p>Ms. Tapley provided an overview for both Instagram and Facebook on the current audience, reach, page visits, and likes/followers.</p> <p><b>Committee &amp; Attendance Roster:</b></p> <p>Ms. Tapley provided an overview of the The Committee briefly reviewed the Council’s Committee and Attendance Rosters. Currently, there is one member that requires a warning or dismissal letter.</p>
<p><b>Unfinished Business</b></p>	<p><b>Updated Membership Application (Re-review)</b></p>

	<ul style="list-style-type: none"><li>• The committee held discussion regarding the drafted Membership Application and the feedback received at the Planning Council Business Meeting.</li></ul> <p><b>Motion:</b> Ms. Williams made a motion to approve the Membership Application with the changes. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.</p> <p><b>Policy and Procedures</b> <b>Planning Council Application and Open Nominations Process</b></p> <ul style="list-style-type: none"><li>• The committee took a moment to review the Planning Council Application and Open Nominations Process.</li><li>• Mr. Bent then reviewed the procedures with the committee for any updates and changes</li><li>• The committee held discussion on the linguistics in the Planning Council Application and Nominations Process Policy and Procedures</li></ul> <p><b>Motion:</b> Ms. Starks made a motion to approve the Planning Council Application and Open Nominations Policy and Procedures. Ms. Vazquez seconded the motion. The motion was adopted unanimously without debate.</p> <p><b>Member Training Schedule Chart</b></p> <ul style="list-style-type: none"><li>• The committee made a decision to approve a drafted schedule from Planning Council Support at the May Membership and Engagement Committee Meeting.</li></ul> <p><b>Red Ribbon Times</b></p> <ul style="list-style-type: none"><li>• Planning Council Support updated the committee on the current status of the submitted articles to the Part A office. The Part A office anticipates being able to provide a draft for approval for the May committee meeting.</li><li>• The committee discussed strategy for getting new articles for the current Red Ribbon Times being planned. A couple committee members volunteered to submit articles as well as collect articles by April 30<sup>th</sup>.</li></ul>
<p><b>New Business:</b></p>	

	<p><b>World AIDS Day Workgroup:</b></p> <ul style="list-style-type: none"> <li>The committee decided to initiate the World AIDS Day workgroup in June 2024</li> </ul> <p><b>Motion:</b> Ms. Hernandez made a motion to recommend that the WAD Workgroup start in June to the Executive Committee. Ms. Williams seconded the motion. The motion was adopted unanimously without debate.</p>
<b>Announcements</b>	<ul style="list-style-type: none"> <li>On April 10<sup>th</sup> next Wednesday at Lake Ellenor from 2:00- 4:00 pm Talk Test Treat will be hosting a Community Engagement Meeting</li> <li>Community Love Feast will be hosting their Anniversary on Saturday, April 20<sup>th</sup></li> </ul>
<b>Next Meeting</b>	March 7, 2024
<b>Adjournment:</b>	3:59

Prepared  
by:

*Nyla Tapley* Date: 04/03/2024

Approved  
by:

\_\_\_\_\_ Date: \_\_\_\_\_