

## Central Florida HIV Planning Council

### Membership and Engagement Committee Meeting Minutes

May 07, 2024

**Call to Order:** The Membership and Engagement Committee Chair, Vel Cline, called the meeting to order at 2:02 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, Sueanna Vazquez via Teleconference, Keyna Harris via Teleconference, Mike Alonso via Teleconference,

**Members Excused:** Yissel Hernandez

**Absent:** Fernell Neal & Andrea Dunn

<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> Ms. Williams made a motion to accept the agenda with the changes. Mr. Macon seconded the motion. The motion was adopted unanimously without debate.</p>
<p><b>Approval of the April 2<sup>nd</sup> minutes:</b></p>	<p>The committee reviewed the April 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 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>• 24 Planning Council Members</li> <li>• 14 PWH Planning Council Members</li> </ul>

	<ul style="list-style-type: none"><li>• 9 Unconflicted/Unaligned PWH Planning Council members</li><li>• 8 Conflicted members</li></ul> <p>Mr. Bent also updated the committee that we currently do not have any open mandated seats.</p> <p><b>PC Reflectiveness:</b></p> <p>Mr. Bent 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 (April 09 – May 6)</p> <p>Facebook:</p> <ul style="list-style-type: none"><li>• 5 Page New Likes (Previously: 5)</li><li>• 887 People Reached (Previously: 985)</li><li>• 253 Post Engagements (Previously: 199)</li></ul> <p>Instagram:</p> <ul style="list-style-type: none"><li>• 833 Posts (Previously: 804)</li><li>• 402 Followers (Previously: 390)</li></ul> <p>Ms. Tapley provided an overview for both Instagram and Facebook on the current audience, reach, page visits, and likes/followers. She reminded</p> <p><b>Committee &amp; Attendance Roster:</b></p> <p>Mr. Bent provided a brief overview of the Council's Committee and Attendance Rosters. Mr. Bent informed the committee that there is currently a candidate awaiting an interview that will be joining as an associate member.</p>
<b>Unfinished Business</b>	<b>Member Training Schedule Chart</b>

- The committee held discussion for the Member Trainings. The committee made the decision to do a training every other month and to conduct a training at the Planning Council Business Meeting, with the chairs presenting the roles and responsibilities of their committee.

**Motion:** Ms. Williams made a motion to approve recommended changes for the training plan and to move forward to the executive committee. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.

#### **Red Ribbon Times Vol. 13 and Vol.14 Articles**

- The committee took a moment to review the RRT Vol. 13 draft and made one minor change.

**Motion:** Mr. Acosta made a motion to approve the Red Ribbon Times Volume 13 with the recommended change. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.

- The committee took a moment to review the following articles for the Red Ribbon Times Vol. 14:
  - Ask your Provider
  - BHM Block Party Recap
  - Embracing Data
  - Centerfold Interview
  - National Black HIV/AIDS Day
  - Beyond the White Coat
  - Pioneering Harm Reduction
  - International Women's Day
  - Rapid Access Clinic

The committee took a minute to discuss the submitted articles and to put them in numerical order for the magazine.

**Motion:** Mr. Acosta made a motion to approve the articles for the Red Ribbon Times Volume 14. Mr. Macon seconded the motion. The motion was adopted unanimously without debate.

<p><b>New Business:</b></p>	<p><b>Meetings Policy and Procedures:</b></p> <ul style="list-style-type: none"> <li>The committee reviewed the Central Florida HIV Planning Council Meeting Policy and Procedures, and only made minor updates.</li> </ul> <p><b>Motion:</b> Ms. Williams made a motion to approve the CFHPC Meeting Policy and Procedures and to move forward to the Executive Committee. Ms. Starks seconded the motion. The motion was adopted unanimously without debate.</p> <p><b>Leadership Evaluations:</b></p> <ul style="list-style-type: none"> <li>The committee took 10 minutes to complete and submit their leadership evaluations for the Chair- Vel Cline and Vice Chair- Sueanne Vazquez through Mentimeter</li> </ul>
<p><b>Announcements</b></p>	<ul style="list-style-type: none"> <li>Hilarious Mental Health Myth-busting with La Cena on May 31<sup>st</sup> at 6:00 pm to 8:00 pm at the Orlando Family Stage</li> <li>Area 7 EHE community engagement session for 2024 will be the “Walk for Change” on Saturday, November 16, 2024, at 8:00 am to 3:00 pm</li> </ul>
<p><b>Next Meeting</b></p>	<p>June 4, 2024</p>
<p><b>Adjournment:</b></p>	<p>3:41 pm</p>

Prepared  
by:

*Nyila Tapley* Date: 05/09/2024

Approved  
by:

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