

Central Florida HIV Planning Council
Service Systems Planning & Quality Minutes

June 01, 2023

Call to Order: The Services Systems Planning & Quality Ex-Officio, Mr. Collins called the meeting to order at 10:06 a.m. at the Heart of Florida United Way located at 1940 Cannery Way, Orlando, FL 32804.

Members Present: Maria Buckley, Timothy Collins, Charlie Wright, Adrain Humphrey, Glorybee Perez, Alelia Munroe via Teleconference, Andre Antenor via Teleconference

Members Excused: Vicki Cobb-Lucien and Bryan Dubac

Absent: None

<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"> • Meeting Called to Order by Tim Collins • Part A Monthly Expenditure report by Crystal Davis • Part A Final Expenditure report Pedro Huertas <p>Motion: Mr. Wright made a motion to approve the agenda with the changes. Mr. Collins seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Approval of the May 4th Service Systems Planning & Quality Minutes:</p>	<p>The committee reviewed the May 4th minutes and approved the minutes as is.</p>
<p>Open the floor for public comment:</p>	<ul style="list-style-type: none"> • Mr. Mancini expressed if the planning council can reconsider the verbiage for moment of silence to remove “suffering” • Mr. Westbrook expressed concerns with receiving dental and the council dictating client’s health choices with no qualifications. He also expressed that the planning council does not speak to and of clients well. • PCS did not receive any comment cards
	<p>Part A Monthly Expenditure and Utilization Report: (Expenditures as of April 30, 2023) Ms. Davis reported the following:</p>

<p>Reports:</p>	<ul style="list-style-type: none"> • Target: 17% • Actual: 13% • Dif: -4% <p>Ms. Davis provided a brief overview of the expenditure report and presented the final expenditure for comparison.</p> <p>Mr. Huertas provided an update on the annual utilization report for services and clients.</p> <p>Part B Monthly Expenditure and Utilization Report: (Expenditures as of April 30, 2023)</p> <p>Ms. Mendoza reported the following:</p> <ul style="list-style-type: none"> • Target: 8% • Actual: 3% • Dif: 6% <p>RW GR Program Expenditure Report : (Expenditures as of March 31, 2023)</p> <ul style="list-style-type: none"> • Target: 83% • Actual: 73% • Difference: 11% <p>Ms. Mendoza provided a brief overview of the monthly expenditure report and provided an overview of the RW GR Program Expenditure. Ms. Mendoza provided the committee an update on the Quality Management Plan.</p>
<p>New Business:</p>	<p>RW Community Meeting Presentation Overview:</p> <ul style="list-style-type: none"> • Ms. Mendoza provided the committee a review of the presentation for the June RW Community Meeting on introduction to quality Managements. • She discussed the key points that she plans on discussing and importance of quality management. • The committee briefly discussed and thought that providing more in depth explanations to clients and more interactive. <p>CFHPC Policies & Procedures:</p> <ul style="list-style-type: none"> • Ms. Marshall provided the committee an overview on made an announcement that the committee will be discussing the Rapid Reallocation, Reallocation of Funds, Carry Over Funds Policy and Procedures. <p>Motion: Mr. Collins made a motion to approve the Rapid Reallocation Policy and Procedures. Ms. Humphrey seconded the motion. The motion was adopted unanimously without debate.</p>

	<p>Motion: Ms. Munroe made a motion to approve the Reallocation of Funds Policy and Procedures. Mr. Collins seconded the motion. The motion was adopted unanimously without debate.</p> <p>Motion: Mr. Collins made a motion to approve the Carry Over Funds Policy and Procedures. Ms. Humphrey seconded the motion. The motion was adopted unanimously without debate.</p> <p>RW Housing Listening Session Discussion</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
Announcements:	<ul style="list-style-type: none"> DOH Orange CAB Meeting will be on June 13th at 11:30 am at the Downtown Marriott has been cancelled Our story event starting this Friday on June 9th at the Shakespeare Theater Community Love Feast June 24th on Mental Health at Kaley Square August Ryan White Community Meeting Listening Session for Long-Acting Injectable with DOH Orange
ACTION ITEMS	
Item	
Next Meeting:	July 6 th , 2023
Adjournment:	12:00 pm

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

Approved by: *[Signature]* Date: 07/06/2023