

Central Florida HIV Planning Council

Service Systems Planning & Quality Minutes

November 02, 2023

Call to Order: The Services Systems Planning & Quality Chair, Mr. Cochuyt called the meeting to order at 9:32 a.m. at the Heart of Florida United Way located at 1940 Cannery Way, Orlando, FL 32804.

Members Present: Priscilla Torres, Evan Cochuyt, Bryan Dubac, Timothy Collins, Vicki Cobb-Lucien, Paolo Mancini, Maria Buckley, Ira Westbrook, Adrain Humphrey, Andre Antenor via Teleconference

Members Excused: Anthony McNeil, Charlie Wright, & Alelia Munroe

Absent: None

Approval of the agenda:	The committee reviewed the agenda and approved the agenda with the following changes: <ul style="list-style-type: none">• Switch Evan Cochuyt to Tim Collins for Introductions• Correct start time to 9:30 am Motion: Mr. Dubac made a motion to approve the agenda with the changes. Mr. Collins seconded the motion. The motion was adopted unanimously without debate.
Approval of the October 5th Service Systems Planning & Quality Minutes:	The committee reviewed the October 5 th minutes and approved as is.
Open the floor for public comment:	<ul style="list-style-type: none">• Mr. Westbrook expressed behavioral concerns for an upcoming applicant and asked the council to be mindful at time for review.• PCS did not receive any comment cards
Reports:	Part B Monthly Expenditure and Utilization Report: (Expenditures as of September 30, 2023) Ms. Huff reported the following: <ul style="list-style-type: none">• Target: 50%• Actual: 37%

	<ul style="list-style-type: none"> • Dif: 13% <p>RW GR Program Expenditure Report: <i>(Expenditure as of September 30, 2023)</i></p> <ul style="list-style-type: none"> • Target: 25% • Actual: 27% • Difference: -2% <p>Ms. Huff provided a brief overview of the Monthly Expenditure Report and Utilization; as well as provided an overview of the RW General Revenue Program Expenditures.</p> <p>Planning Council Report Expenditure Report: <i>(Expenditures as of August 31, 2023)</i></p> <p>Mr. Bent reported the following:</p> <ul style="list-style-type: none"> • Target: 50% • Actual: 46% • Difference: 4% <p>Part A Monthly Expenditure Report: <i>(Expenditures as of October 31, 2023)</i></p> <p>Mr. Huertas reported the following:</p> <ul style="list-style-type: none"> • Target: 66.67% • Actual: 60.19% • Dif: -6.48% <p>Mr. Huertas provided an overview of the expenditure report.</p>
<p>Unfinished Business:</p>	<p>Evaluation Results:</p> <p>Data Presentation</p> <ul style="list-style-type: none"> • Mr. Bent reviewed the evaluation results received for Data Presentation with the committee. He presented some of the received feedback both from members and public. <p>Motion: Ms. Cobb-Lucien made a motion to split Data Presentation amongst two days. Mr. Mancini seconded the motion. The motion was denied.</p> <p>Priority Setting</p> <ul style="list-style-type: none"> • Mr. Bent reviewed the evaluation results received for Priority Settings with the committee. He presented some of the received feedback both from members and public. <p>Resource Allocation</p>

	<ul style="list-style-type: none"> Mr. Bent reviewed the evaluation results received for Resource Allocation with the committee. He presented some of the received feedback both from members and public. <p>Motion: Mr. Dubac made a motion to table all new business until the next meeting and to extend the meeting by 15 minutes. Ms. Buckley seconded the motion. The motion was adopted unanimously without debate.</p> <p>Evaluation Forms: Data Presentation Process</p> <ul style="list-style-type: none"> The committee held a discussion on updates and changes to the evaluation form for the Data Presentation process <p>Priority Setting Process</p> <ul style="list-style-type: none"> The committee held a discussion on updates and changes to the evaluation form for the Priority Setting process <p>Motion: Mr. Wright made a motion to accept the Priority Setting Process Evaluation with the discussed changes. Mr. Antenor seconded the motion. The motion was adopted unanimously without debate.</p> <p>Resource Allocation Process</p> <ul style="list-style-type: none"> The committee held a discussion on updates and changes to the evaluation form for the Priority Setting process <p>Motion: Ms. Buckley made a motion to approve all three evaluation forms with the changes discussed. Mr. Dubac seconded the motion. The motion was adopted unanimously without debate.</p>
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Announcements:	<ul style="list-style-type: none"> Mr. Dubac advocated for the 2023 Final Smart Ride and his fundraising campaign. WAD Solidarity Project on Oct. 12th at 12:00 pm at Lake Eola/Sperry Fountain
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ACTION ITEMS	
Item	
Next Meeting:	01/04/2023
Adjournment:	12:07 pm

Prepared by: Nyla Tapley Date: 11/02/2023

Approved by:  Date: 1/08/2024