

Central Florida HIV Planning Council Membership & Engagement Committee Meeting Minutes

June 4, 2024

Call to Order: The Membership and Engagement Committee Vice Chair, Sueanne Vazquez, 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:, Mike Alonso, Kara Williams, Sueanne Vazquez, Andres Acosta, Keyna Harris via Teleconference, Fernell Neal via Teleconference, Yissel Hernandez via teleconference

Members Excused:, Andrea Dunn, Vel Cline, Ida Starks, Siri Goberdhan Jr.

Absent: None

<p>Approval of the agenda:</p>	<p>The committee reviewed the agenda and made the following changes:</p> <ul style="list-style-type: none"> - Change Mr. Cline's name to Ms. Vazquez's for the Call to Order and Approval of the agenda and minutes - Change Ms. Vazquez's name to Ms. Williams' for the reading of the vision, mission, and conflict of interest statements. - Remove the reading of the group agreement from the "Call to Order" section & make it a permanent point of reference instead. <p>Motion: Mr. Alonso made a motion to accept the agenda with the changes. Ms. Williams seconded the motion. The motion was adopted unanimously without debate.</p> <p>Motion: Mr. Alonso made a motion to remove the reading of the group agreement and make it a point of reference during the housekeeping. Ms. Williams seconded the motion. The motion was adopted unanimously without debate.</p>
<p>Approval of the April 2nd minutes:</p>	<p>The committee reviewed the May 7th 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.

	<ul style="list-style-type: none"> • No Public Comments were made in the room.
<p>Reports:</p>	<p>Membership Matrix:</p> <p>There have been no changes to the membership matrix since the November committee meeting:</p> <ul style="list-style-type: none"> • 24 Planning Council Members • 58% PWH Planning Council Members • 37.5% Unconflicted/Unaligned PWH Planning Council members • 33% Conflicted members <p>Ms. Marshall also updated the committee that we currently do not have any open mandated seats.</p> <p>PC Reflectiveness:</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>Social Media:</p> <p>Ms. Tapley reported the following: Over the past 28 days (May 6th-June 4th)</p> <p>Facebook:</p> <ul style="list-style-type: none"> • 0 Page New Likes (Previously: 5) • 517 People Reached (Previously: 887) • 116 Post Engagements (Previously: 253) <p>Instagram:</p> <ul style="list-style-type: none"> • 854 Posts (Previously: 833) • 405 Followers (Previously: 402)

	<p>Ms. Tapley provided an overview for both Instagram and Facebook on the current audience, reach, page visits, and likes/followers.</p> <p>Committee & Attendance Roster:</p> <p>Mr. Bent provided a brief overview of the Council's Committee and Attendance Rosters and informed the committee that there are currently no members in need of an attendance letter.</p>
<p>New Business:</p>	<p>Applicant Summary</p> <p>The committee reviewed the applicant summary for candidate 2024-03. After reviewing the summary they discussed the applicant's interview highlights and decided that this individual should be placed on the SSPQ Committee. If approved by this committee the candidate would move to the Executive Committee for review.</p> <p>Motion: Mr. Alonso made a motion to recommend candidate 2024-03 for the SSPQ Committee. Ms. Williams seconded the motion. The motion was adopted unanimously without debate.</p> <p>Discuss Date for July Meeting</p> <p>Ms. Marshall informed the committee that their July meeting falls on the week of a holiday. After a brief discussion, the committee decided to move the meeting from July 2nd to July 9th at 2:00 PM.</p> <p>Motion: Mr. Alonso made a motion to move the July committee meeting to July 9th at 2:00 PM. Ms. Neal seconded the motion. The motion was adopted unanimously without debate.</p> <p>Discuss National Testing Day</p> <p>The committee discussed activities for National Testing Day on June 27th. The following testing events/locations were announced:</p> <ul style="list-style-type: none"> - 6/22 Mexican Consulate - 6/27 and 6/29 Walgreens (111 W. Fine St.)

	<p>All details to be sent to PCS for posting.</p> <p>Discuss & Plan for Annual Training</p> <p>The committee reviewed the previous year's annual training agenda and discussed what topics that they would like to include this year. Suggestions included:</p> <ul style="list-style-type: none"> - HIV Stigma Training - History of the RWHAP <p>Due to time the committee will continue this discussion at their next meeting. The committee recommended that the agendas from the 2023 Data Presentation and PSRA be added to the meeting materials.</p> <p>Service Categories Mini Training</p> <p>Ms. Marshall provided the committee with a mini training on the service categories funded in the OSA. Topics included what PCN 16-02 is, what HRSA defines as allowable under each service category, and which categories are core vs. support services.</p>
Announcements	<ul style="list-style-type: none"> • No announcements
Next Meeting	July 9, 2024
Adjournment:	4:03 pm

Prepared
by:

Whitney Marshall Date: 06/11/2024

Approved
by:

_____ Date: _____