

## Central Florida HIV Planning Council Membership and Engagement Committee Meeting Minutes

*August 6, 2024*

**Call to Order:** The Membership and Engagement Committee Chair, Vel Kline, called the meeting to order at 2:01 p.m. at the Heart of Florida United Way located 1940 Cannery Way, Orlando, FL 32804.

**Members Present:** Kara Williams, Sueanne Vazquez, Andres Acosta, Yissel Hernandez, Siri Goberdhan Jr., Andres Acosta, Yissel Hernandez, Ida Starks, Raymond Macon, Kara Williams, Andrea Dunn via teleconference, Fernell Neal via teleconference, Keyna Harris via teleconference.

**Members Excused:** Mike Alonso and Audreanna Garcia

**Absent:** None

**Guests Present:** Quatcy Tirado

<b>Approval of the agenda:</b>	The committee reviewed the agenda.  <b>Motion:</b> Ms. Williams made a motion to accept the agenda as written. Mr. Raymond seconded the motion. The motion was adopted unanimously without debate.
<b>Approval of the June 4<sup>th</sup> minutes:</b>	The committee reviewed the June 4 <sup>th</sup> minutes and approved the minutes as is.
<b>Open the floor for public comment:</b>	<ul style="list-style-type: none"> <li>• PCS did not receive any comment cards.</li> <li>• Mr. Goberdhan Jr. asked about quorum requirements pre and post-COVID and if the attendance and quorum will go back to pre-COVID requirements to encourage member participation. PCS provided historical information about how the membership approved the most current changes to quorum and attendance requirements to reflect a more hybrid-friendly work environment.</li> </ul>
<b>Reports:</b>	<b>Membership Matrix:</b>

The committee received an update to the membership matrix since the previous committee meeting:

- 25 Planning Council Members
- 56% PWH Planning Council Members
- 36% Unconflicted/Unaligned PWH Planning Council members
- 36% Conflicted members
- There are no vacant mandated seats

**PC Reflectiveness:**

Ms. Marshall provided an overview of the current reflectiveness of the Planning Council and how the Council can better represent the EMA for gender, age, and race/ethnicity. The current gaps in reflectiveness are for unaligned female PWH, members that are age 40-49, and members from Osceola County.

**Social Media:**

Ms. Marshall reported the following:  
Over the past 28 days (July 6<sup>th</sup>-August 3<sup>rd</sup>)

Facebook:

- 5 Page New Likes (Previously: 0)
- 511 People Reached (Previously: 493)
- 115 Post Engagements (Previously: 85)

Instagram:

- 917 Posts (Previously: 884)
- 409 Followers (Previously: 402)

Ms. Marshall provided an overview for both Instagram and Facebook on the current audience, reach, page visits, and likes/followers.

**Committee & Attendance Roster:**

Mr. Marshall gave an overview of the Council's Committee and Attendance Rosters and informed them

	<p>that there are currently no members needing an attendance letter.</p>
<p><b>New Business:</b></p>	<p><b>Discuss &amp; Plan for Annual Training</b></p> <p>The committee reviewed the draft of this year’s annual training agenda and discussed the topics to include this year.</p> <p><b>Motion:</b> Ms. Hernandez made a motion to approve the draft agenda for annual training; Ms. Starks seconded the motion. The motion passed unanimously.</p> <p><b>Red Ribbon Times</b></p> <p>The committee reviewed Vol. 14 of the RRT magazine and requested changes.</p> <ul style="list-style-type: none"> <li>• Change the background color and font for the Black History Block Party entry to match the rest of the issue. Include additional photos that Kara will provide to PCS.</li> <li>• Change the name of the author for the National Black HIV AIDS Day Event from Andres Acosta to Ida Starks.</li> <li>• The write-up for International Women’s Day needs to be updated.</li> </ul> <p>The committee will select articles for Vol. 15 at the next meeting.</p> <p><b>Review Nominees for PC Officers</b></p> <p>Ms. Marshall gave the committee a summary of the current Planning Council Officer nominations.</p> <p>The nominations for Junior Co-Chair currently include Jessica Seidita, Andre Antenor, and Angie Buckley.</p> <p>The nominations for Prevention Care Consumer Representative include Sueanne Vazquez, Ira Westbrook, Jessica Seidita, and Raymond Macon. Sueanne Vazquez declined the nomination.</p>

	<p>The nominations for Patient Care Consumer Representative include Ira Westbrook, Siri Goberdhan Jr., Bryan Dubac, Alelia Munroe, and Mike Alonso.</p> <p>No objections were presented for any of the officer positions.</p> <p><b>Motion:</b> Yissel made a motion to accept the nominees for PC Officers and to forward nominations to the Part A CEO (Chief Executive Officer) for inclusion on the ballot. Raymond Macon seconded the motion. The motion passed unanimously.</p> <p><b>Leadership Evaluations</b></p> <p>The committee completed the quarterly leadership evaluation.</p> <p><b>Recommend Recruitment Activities</b></p> <p>A Walk for Change -</p> <p>HIV Stigma Task Force – On August 18, 2024, the HIV Stigma Task Force will host theater presentations for the community in English and Spanish.</p>
<b>Announcements</b>	<ul style="list-style-type: none"> <li>No announcements</li> </ul>
<b>Next Meeting</b>	<b>No committee meeting in September October 1, 2024</b>
<b>Adjournment:</b>	3:53 pm

<b>Prepared by:</b>	<i>Yasmin Andre</i>	<b>Date:</b>	<b>8/6/2024</b>
<b>Approved by:</b>	<i>Andre Antenor</i>	<b>Date:</b>	<b>10/17/2024</b>