

Central Florida HIV Planning Council

Membership and Engagement Committee Meeting Minutes

June 10, 2025

Call to Order: The Membership and Engagement Committee Vice-Chair, Kara Johnson Williams, called the meeting to order at 2:04 PM at Heart of Florida United Way located at 1940 Cannery Way, Orlando, FL 32804.

Members Present: Kara Johnson Williams, Raymond Macon, Rene Cotto-Lewis, Maria "Angie" Buckley, Angus Bradshaw, Sueanne Vazquez (via teleconference),

Members Excused: Frederick "Vel" Cline, Fernell Neal, Yissel Hernandez

Members Absent: Siri "JR" Goberdhan Jr., Andrea Dunn

Recipient Staff Present: Quatcy Tirado, Yasmin Andre (via teleconference)

PCS Staff Present: Whitney Marshall, David Bent, Laura Perez

Approval of the agenda:	The committee reviewed the meeting agenda and approved it as presented. Motion: Raymond Macon made a motion to accept the agenda as presented. Rene Cotto-Lewis seconded the motion. The motion was adopted unanimously without debate.
Approval of the May 6 minutes:	The committee reviewed the May 6 minutes and approved them as presented.
Open the floor for public comment:	<ul style="list-style-type: none">• PCS did not receive any comment cards.• There were no public comments in the room or online.
Reports:	Membership Matrix: The committee received an update to the membership matrix since the previous committee meeting: <ul style="list-style-type: none">• There are 0 vacant mandated seats.• 24 Planning Council Members• 45.8% PWH Planning Council Members• 33.3% Unconflicted/Unaligned PWH Planning Council Members• 37.5% Conflicted members Whitney Marshall shared that this matrix is contingent upon all approved applicants receiving appointment letters from the Orange County Mayor.

	<p>PC Reflectiveness: Whitney 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 members that are age 20-29, 40-49 (especially unaffiliated clients in this age group), and 60+, and members from Osceola County.</p> <p>Members discussed potentially recruiting folks from colleges and nursing schools, as well as difficulties with past recruitment efforts due to scheduling conflicts and people’s availability. Members discussed the following recruitment leads/ideas:</p> <ul style="list-style-type: none"> • a previously federally funded adolescent planning council in Tallahassee • interns • a contact at UCF doing HIV research • Planning Council presentations at CAB meetings • OIC (Orlando Immunology Center) <p>Social Media: Laura Perez reported the following: <i>Over the past 28 days (May 13th – June 9th)</i></p> <p>Facebook:</p> <ul style="list-style-type: none"> • 2 New Page Follower (Previous: 2) • 823 Profiles Reached (Previously: 792) • 158 Content Interactions (Previously: 154) <p>Instagram:</p> <ul style="list-style-type: none"> • 1,173 Posts (Previously: 1,142) • 448 Followers (Previously: 446) • 270 Profiles Reached (Previously: 687) • 113 Content Interactions (Previously: 109) <p>Laura provided an overview for both Instagram and Facebook on the current audience, reach, page visits, and likes/followers. Members provided suggestions for ways to increase social media engagement.</p>
<p>Unfinished Business:</p>	<p>Attendance Policy & Procedure Members were provided with copies of the Attendance Policy & Procedure with recommended changes by PCS for review and discussion. Whitney Marshall informed the committee that the Bylaws Ad Hoc committee is also discussing attendance policies and encouraged members to respond to the attendance survey that PCS had sent out. Whitney reviewed the changes recommended by PCS, including the expansion of the Definitions section to include definitions for Excused absences, Unexcused absences, and Leaves of absence, as well as the</p>

addition of a section regarding Leaves of absence. After much discussion, the committee ultimately decided to table the discussion of the Attendance Policy & Procedure until after the Bylaws Ad Hoc committee completed its work.

Motion: Rene Cotto-Lewis made a motion to postpone any further changes to the Attendance Policy & Procedure until receipt of further guidance from the Bylaws Committee. Raymond Macon seconded the motion.

In Favor	Against	Abstain
6	0	0

The motion was adopted with a unanimous vote.

Discuss National Testing Day

Members discussed upcoming events for National HIV Testing Day. Most agencies will be partnering with Walgreens, which will be offering free testing. PCS also shared that Orlando Health is interested in utilizing the AIDS quilt as a backdrop for a testing event. Members also shared that Advent Health is planning on holding a press conference related to beginning routine HIV testing in their Emergency Department. A Walk For Change will be on the show Ebonics to begin highlighting the event, and Kara will figure out how to tag CFHPC.

New Business:

Applicant Summary

Members reviewed the Applicant Summary for Candidate #2025-02. Members discussed concerns regarding the candidate not having completed his term and the Interview Update's note that there was a concern about the candidate's ability to function within a team-oriented planning environment. After discussion, members ultimately decided to forward the candidate to the Executive Committee.

Motion: Raymond Macon made a motion to forward Candidate #2025-02 to the Executive Committee for review as a full member with a recommended appointment to the SSPQ committee. Sueanne Vazquez seconded the motion.

In Favor	Against	Abstain
5	1	0

The motion was adopted with a majority vote.

Motion: Rene Cotto-Lewis made a motion to postpone the Q2 Training Evaluation Results and discussion of RRT Vol 17 to the July meeting. Raymond Macon seconded the motion.

In Favor	Against	Abstain

