

Central Florida HIV Planning Council

Integrated Plan Ad Hoc Committee Minutes

January 21, 2026

Call to Order: The committee chair, Jessica Seidita, called the meeting to order at 2:01 PM at Heart of Florida United Way located at 1940 Cannery Way, Orlando, FL 32804.

Members Present: Jessica Seidita, Jules Smith, Kara Williams, Raymond Macon, Alelia Munroe, Monika Trejos Kweyete, Rene Cotto-Lewis

Members Present via Teleconference: Andre Antenor, Ira Darnell Westbrook, Beatrice Boursiquot, Ida Starks

Recipient & Lead Agency Staff Present: Claudia Yabrudy, Yasmin Andre, Chris Haubenestel

PCS Staff Present: Whitney Marshall, Laura Perez

Approval of the agenda:	The committee reviewed the meeting agenda and recommended the following changes: • Replace Beatrice Boursiquot’s name with Jessica Seidita for the Vision & Mission Statements section Motion: Jules Smith made a motion to approve the agenda with the recommended changes. Kara Williams seconded the motion. <table><tr><td>In Favor</td><td>Against</td><td>Abstain</td></tr><tr><td>3</td><td>0</td><td>0</td></tr></table> The motion was adopted unanimously without debate.	In Favor	Against	Abstain	3	0	0
In Favor	Against	Abstain					
3	0	0					
Approval of the November 17 Minutes:	The committee reviewed the November 17 minutes and approved them as presented.						
Open the floor for public comment:	• PCS did not receive any comment cards. • Ira Westbrook stated that people who are involved in the decisions that are made in this meeting need to be informed of those decisions sooner than 10 days after the meeting.						
New Business:	Discuss/Plan Community Engagement Activities Whitney Marshall gave the committee an overview of the Town Hall that took place in Brevard County the night before. There were around 40 participants who had the opportunity to respond verbally, on paper, or through Mentimeter. Those present at the event gave the feedback that all questions were asked, and many people gave their feedback on paper. Review Town Hall Results						

	The committee reviewed the demographic information reported by participants and discussed ways to address the disparity between the reported demographics and the epi data at future events. The committee discussed which approach would be most effective for sorting through the town hall responses. After discussing options like sorting responses into the four EHE pillars (Diagnose, Treat, Prevent, Respond) and utilizing a closed AI tool (ex. Microsoft Copilot), the committee ultimately decided to go through each response and glean actionable items that could inform future Integrated Plan activities. Review Workplan Templates The committee received materials from the Integrated HIV/AIDS Planning Technical Assistance Center (IHAP TAC) that could be used as part of developing, tracking, and monitoring the progress of the Integrated Plan.
Announcements:	The Executive Committee meeting was moved to Friday, January 23rd.

ACTION ITEMS	
Responsible Party	Item
-	-
Next Meeting:	February 9 th at 2:00 PM
Adjournment:	3:59 PM

Prepared by:

Laura Perez

Date: 2/3/2026

Approved by:

Jessica Smith

Date: 3.5.26