

Central Florida HIV Planning Council

Membership and Engagement Committee Meeting Minutes

February 10, 2026

Call to Order: The Membership and Engagement Committee Chair, Kara Williams, called the meeting to order at 2:00 PM at Heart of Florida United Way located at 1940 Cannery Way, Orlando, FL 32804.

Members Present: Kara Williams, Anthony McNeil, Vel Cline, Raymond Macon, Sueanne Vazquez, Ida Starks, Brian Toy, AJ Johnson, Terrance Hunter (via teleconference), Beatrice Boursiquot (via teleconference)

Members Excused: Andrea Dunn, Rene Cotto-Lewis, Siri Goberdhan Jr.

Members Absent: Angus Bradshaw, Fernell Neal

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

PCS Staff Present: Whitney Marshall, Laura Perez

Approval of the agenda:	The committee reviewed the meeting agenda and approved it as presented. Motion: Vel Cline made a motion to accept the agenda as presented. Raymond Macon seconded the motion. <table><tr><td>In Favor</td><td>Against</td><td>Abstain</td></tr><tr><td>6</td><td>0</td><td>0</td></tr></table> The motion was adopted unanimously without debate.	In Favor	Against	Abstain	6	0	0
In Favor	Against	Abstain					
6	0	0					
Approval of the January 13 minutes:	The committee reviewed the January 13 minutes and approved them as presented.						
Open the floor for public comment:	• 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: • There is 1 vacant mandated seat ○ Representatives of/or Formerly Incarcerated People with HIV • 27 Planning Council Members						

	• 48% PWH Planning Council Members • 30% Unconflicted/Unaligned PWH Planning Council Members • 37% Conflicted member 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 sex, age, and race/ethnicity. Whitney highlighted the vacant mandated seat and the need to increase the number of unconflicted/unaligned PWH members on the Planning Council. Social Media: Laura provided an overview for both Instagram and Facebook on the current audience, reach, page visits, and likes/followers from January 13th to February 9th. Laura also provided general guidance to the committee to direct concerns or complaints to PCS directly or to the full Planning Council rather than leaving negative comments on CFHPC's social media channels. After some discussion, the committee requested that this guidance be added to the Bridge Report so that it can be addressed to the entire Planning Council. The committee also requested that any social media comments that need to be hidden be presented to the committee for review. The committee also discussed ways to recognize committee members engaging with the page's social media content.						
New Business:	Red Ribbon Times Vol. 18 Members received Volume 17 of the Red Ribbon Times at the beginning of the meeting. The committee reviewed and approved all submitted articles for Volume 18 of the RRT. The committee agreed that World AIDS Day 2025 will be the cover story, and that the order of the articles in the volume can be left up to the discretion of the Orange County Graphics Department. The committee also requested that PCS select the photos from WAD to be used in the volume. Motion: Brian Toy made a motion to move forward with the selected articles for Red Ribbon Times Volume 18. Raymond Macon seconded the motion. <table><tr><td>In Favor</td><td>Against</td><td>Abstain</td></tr><tr><td>6</td><td>0</td><td>0</td></tr></table> The motion was adopted unanimously without debate. Review & Update Social Media Guidelines The committee reviewed the Social Media Guidelines and approved them as presented with no updates. Recruitment and Retention Strategies	In Favor	Against	Abstain	6	0	0
In Favor	Against	Abstain					
6	0	0					

	The committee discussed potential strategies to address the gaps in council reflectiveness, particularly ways to increase the percentage of unaffiliated/unconflicted RWHAP clients on the council. The committee discussed both short-term actionable items and long-term "Wishlist" items. Discussion also included how to more effectively run Planning Council meetings and how members have the responsibility to hold each other accountable to keep the meetings on track. Integrated Planning & Community Engagement Activities The committee received an update on the current number of completed HIV Care Needs Surveys and information on the upcoming Orange County Town Hall taking place February 18th.
Announcements:	• Rapid Start engagement session for providers on Friday, February 13th from 12 PM to 4 PM • Pick up RRT Vol 17 to distribute to the community

Action Items	
Responsible Party	Item
PCSC	Record any social media comments that need to be hidden so that they can be reviewed by the committee
Next Meeting	March 10, 2025
Adjournment:	3:56 PM

Prepared by:

Laura Perez

Date:

2/23/2026

Approved by:

[Signature]

Date:

3/10/26