

# Central Florida HIV Planning Council

## Service Systems Planning & Quality (SSPQ) Committee Minutes

February 12, 2026

**Call to Order:** The SSPQ Committee Chair, Paolo Mancini, called the meeting to order at 1:31 PM at Heart of Florida United Way located at 1940 Cannery Way, Orlando, FL 32804.

**Members Present:** Paolo Mancini, Jules Smith, Alelia Munroe, Charlie Wright, Glorybee Nuñez, Ira Westbrook, Jessica Seidita, Mike Alonso, Tim Collins, Andre Antenor (via teleconference), Rene Cotto-Lewis (via teleconference)

**Members Excused:** Angie Buckley, Gabrielle Leonce, Priscilla Torres-Theobald

**Members Absent:** Monika Trejos Kweyete

**Recipient & Lead Agency Staff Present:** Yasmin Andre, Doris Huff, Claudia Yabrudy, John Goodrich, Pedro Huertas-Diaz (via teleconference)

**PCS Staff Present:** Whitney Marshall, Laura Perez

<b>Approval of the agenda:</b>	<p>The committee reviewed the meeting agenda and recommended the following changes:</p> <ul style="list-style-type: none"><li>• PCS recommended that Unfinished Business be postponed to allow time for discussion of the Part A Reallocations.</li></ul> <p><b>Motion:</b> Alelia Munroe made a motion to postpone Unfinished Business until the March meeting. Tim Collins seconded the motion.</p> <table border="1" data-bbox="712 1251 1253 1327"><thead><tr><th>In Favor</th><th>Against</th><th>Abstain</th></tr></thead><tbody><tr><td>7</td><td>0</td><td>0</td></tr></tbody></table> <p>The motion was adopted unanimously without debate.</p> <p><b>Motion:</b> Alelia Munroe made a motion to accept the agenda with the recommended changes. Charlie Wright seconded the motion.</p> <table border="1" data-bbox="712 1547 1253 1623"><thead><tr><th>In Favor</th><th>Against</th><th>Abstain</th></tr></thead><tbody><tr><td>7</td><td>0</td><td>0</td></tr></tbody></table> <p>The motion was adopted unanimously without debate.</p>	In Favor	Against	Abstain	7	0	0	In Favor	Against	Abstain	7	0	0
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<b>Approval of the January 15 Minutes:</b>	The committee reviewed the January 15 minutes and approved them as presented.												
<b>Open the floor for public comment:</b>	<ul style="list-style-type: none"><li>• PCS did not receive any comment cards.</li></ul>												

- Ira Westbrook apologized for his behavior over the previous two months.

**Part A Monthly Expenditure Report  
(Expenditures as of December 31, 2025)**

Claudia Yabrudy reported the following:

- Percentage of Fiscal Year Transpired: 83.33%
- Target Expenditures: 83.33%
- Actual Expenditures 85.61%
- Difference: -2.28%

Claudia Yabrudy provided the following information regarding the Part A monthly expenditure:

- Expenditures in both Outpatient/Ambulatory Health Services and Oral Health Care are being monitored and managed

**Part A Reallocations**

John Goodrich presented the proposed reallocations for the 2026-2027 Budget, indicating that the proposal is based off the assumption that Part A will receive level funding in the upcoming fiscal year. John reported that the ADAP changes are projected to cause 1,400 people in the EMA to lose ADAP eligibility, and 700 of those people will be losing insurance assistance. John indicated that the intention of the proposed reallocation is to prioritize pharmacy assistance and medical services.

Reports:

Service Categories	2025-2026 Budget	2026-2027 Proposed Budget	Change
<b>CORE SERVICES</b>			
Outpatient /Ambulatory Health Services	\$3,471,000	<b>\$4,271,000</b>	<b>+ \$800,000</b>
AIDS Pharmaceutical Assistance (local)*	\$0	<b>\$1,238,474</b>	<b>+ \$1,238,474</b>
Oral Health Care**	\$1,466,598	<b>\$0</b>	<b>- \$1,466,598</b>
Health Ins Premium & Cost Sharing Assist	\$20,381	<b>\$0</b>	<b>- \$20,381</b>
Mental Health Services	\$320,000	<b>\$100,000</b>	<b>- \$220,000</b>
Medical Nutrition Therapy	\$50,000	<b>\$50,000</b>	\$0
Medical Case Management	\$2,405,000	<b>\$2,405,000</b>	\$0
Substance Abuse Services - Outpatient	\$25,998	<b>\$0</b>	<b>- \$25,998</b>
<b>SUPPORT SERVICES</b>			
Referral for Healthcare / Support Services	\$1,665,000	<b>\$1,200,000</b>	<b>- \$465,000</b>
Food Bank / Home-Delivered Meals	\$140,497	<b>\$0</b>	<b>- \$140,497</b>

Medical Transportation Services	\$81,189	\$81,189	\$0
Emergency Financial Assistance	\$0	\$300,000	+ \$300,000
<b>Total Services</b>	<b>\$9,645,663</b>	<b>\$9,645,663</b>	<b>\$0</b>
Clinical Quality Management	\$328,048	\$328,048	\$0
Grantee Administration	\$1,100,098	\$1,100,098	\$0
<b>Total</b>	<b>\$11,073,809</b>	<b>\$11,073,809</b>	<b>\$0</b>

The proposed reallocations were presented with the following notes:

- *Part A Allocations approved by PC September 2025 based on estimated award. Final award still pending.*
- *Only medications approved under the Part A Formulary will be covered.*
- *Beginning March 1, 2026, for every month that ADAP changes are delayed, \$100,000 will be reallocated from AIDS Pharmaceutical Assistance to Oral Health Care for preventative care (cleanings).*
  - Part A indicated that this note was added to account for the uncertainty of when the ADAP changes will go into effect, as it is currently facing legal challenges.

John indicated that funds were moved out of Health Insurance Premium & Cost Sharing Assistance due to the fact that ADAP will no longer be paying Premiums. He also indicated that \$300,000 was moved to Emergency Financial Assistance to have funds available to cover gaps in medication on a case-by-case basis. John also recommended reexamining Planning Council policies to see where reductions can be made so that any available funds can go towards direct services to clients.

Members answered clarifying questions about the proposed changes and the committee held a robust discussion concerning oral health care needs in the community, Patient Assistant Programs (PAP), and the idea of creating a comprehensive resource guide for the community to find support from non-Ryan White providers in the OSA. The bulk of the discussion centered on the recommendation to remove all funding from Oral Health Care and how one would define a dental “emergency.” Ultimately, the committee moved to accept the proposed reallocations as presented.

**Motion:** Glorybee Nuñez made a motion to approve the proposed reallocations as presented with the notes that only medications approved under the Part A formulary will be covered and that beginning March 1<sup>st</sup>, 2026, for every month that ADAP changes are delayed, \$100,000 will be reallocated from AIDS Pharmaceutical Assistance to Oral Health Care for preventative care (cleanings). Charlie Wright seconded the motion.

During discussion, the Part A representatives acknowledged that for the past 10 years there has always been at least a million dollars allocated to

Oral Health Care, and these reallocations will have a big impact on the community.

In Favor	Against	Abstain
5	4	0

The motion was adopted with a majority roll-call vote, with the committee Chair making the tie-breaking vote.

**Part B Monthly Expenditure Report**  
***(Expenditures as of December 31, 2025)***

Whitney Marshall reported the following:

- Grant Month Number: 9
- Target Expenditures: 75%
- Actual Expenditures 77%
- Difference: -2%

Whitney indicated that an amendment to the Part B is pending to increase allocations in the following service categories:

- Health Insurance Premium & Cost Sharing Assistance
- Home & Community-Based Care
- Mental Health
- Referral for Healthcare Support
- Non-Medical Case Management

The amendment would decrease allocations in the following service categories:

- AIDS Pharmaceutical Assistance (APA)
- Medical Transportation Services

In response to a member's question, Yasmin Andre shared that not as many clients in Brevard will be impacted by the ADAP changes as was initially thought due to a provider being able to assist with insurance enrollment.

**GR Monthly Expenditure Report**  
***(Expenditure as of December 31, 2025)***

Whitney Marshall reported the following:

- Grant Month Number: 6
- Target Expenditures: 50%
- Actual Expenditures: 49%
- Difference: 1%

**PCS Quarterly Expenditures Report**  
***(Expenditures as of November 30, 2025 )***

Whitney Marshall reported the following:

- Quarter: 3
- Target Expenditures: 75%
- Actual Expenditures: 69%
- Difference: 6%

Whitney provided the following information regarding PCS expenditure:

- Professional services appears overspent due to the one-time fee for the AAM consultant last year as well as the cost of security for the evening meetings
- About \$1,000 a month goes towards food costs for evening meetings

**Integrated Plan & HIV Care Needs Survey Update**

Whitney Marshall gave an update on the current total HIV Care Needs Survey responses (796 total responses, 677 completed surveys) and highlighted the continued need for better reflectiveness in the survey responses. The committee was informed that the next Integrated Plan Community Engagement Activity will be the Orange County Town Hall on February 18<sup>th</sup>.

**Meal P&P**

PCS provided the recommendation that the Meals Policy & Procedure be updated in response to the financial constraints resulting from the upcoming ADAP changes. The committee discussed the optics of continuing to serve meals at Planning Council Business meetings when the direct service will no longer be provided to clients.

**New Business:**

**Motion:** Alelia Munroe made a motion to have the Policy & Procedure state that Ryan White funds will be used to cover the cost of meals at the Ryan White Community Meeting and healthy snacks will be served at all other meetings. Tim Collins seconded the motion. After much discussion regarding the definition of “healthy snacks”, Alelia withdrew the motion with unanimous consent from the committee.

**Motion:** Mike Alonso made a motion to recommend to the Executive Committee to modify the Meals P&P to have full meals at the Ryan White Community Meeting and Integrated Plan community engagement activities and snacks at all other Planning Council meetings accounting for dietary restrictions. Tim Collins seconded the motion.

In Favor	Against	Abstain
8	0	0

The motion was adopted unanimously without debate.

