

Central Florida HIV Planning Council

Service Systems Planning & Quality (SSPQ) Committee Minutes

March 12, 2026

Call to Order: The SSPQ Committee Vice-Chair, Jules Smith, called the meeting to order at 1:32 PM at Heart of Florida United Way located at 1940 Cannery Way, Orlando, FL 32804.

Members Present: Jules Smith, Tim Collins, Alelia Munroe, Jessica Seidita, Charlie Wright, Glorybee Nuñez, Angie Buckley, Nino Franklin, Gabrielle Leonce

Members Present via Teleconference: Paolo Mancini, Andre Antenor, Iradarnell Westbrook, Mike Alonso, Monika Trejos Kweyete

Members Excused: Rene Cotto-Lewis, Priscilla Torres-Theobald

Recipient & Lead Agency Staff Present: Pedro Huertas, Yasmin Andre, Maria Torres, Doris Huff (via teleconference), Chris Haubenestel (via teleconference)

PCS Staff Present: Whitney Marshall, Laura Perez

Approval of the agenda:	<p>The committee reviewed the meeting agenda and recommended the following changes:</p> <ul style="list-style-type: none"> • Jules Smith instead of Paolo Mancini for the Call to Order • Pedro Huertas-Diaz instead of Claudia Yabrudy for Part A reports • Removal of Oral Health Service Standard from Unfinished Business <p>Motion: Tim Collins made a motion to accept the agenda with the recommended changes. Alelia Munroe seconded the motion.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="padding: 2px;">In Favor</th> <th style="padding: 2px;">Against</th> <th style="padding: 2px;">Abstain</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 2px;">8</td> <td style="text-align: center; padding: 2px;">0</td> <td style="text-align: center; padding: 2px;">0</td> </tr> </tbody> </table> <p>The motion was adopted unanimously without debate.</p>	In Favor	Against	Abstain	8	0	0
In Favor	Against	Abstain					
8	0	0					
Approval of the February 12 Minutes:	<p>The committee reviewed the February 12 minutes and approved them as presented.</p>						
Open the floor for public comment:	<ul style="list-style-type: none"> • PCS did not receive any comment cards. • Iradarnell Westbrook asked if the committees are going to be split. PCS responded that the recommended changes to the Bylaws have not yet been approved by the Planning Council, so there has been no change to the structure of the committees. 						
Reports:	<p>Part A Monthly Expenditure Report <i>(Expenditures as of January 31, 2026)</i></p>						

Pedro Huertas-Diaz reported the following:

- Percentage of Fiscal Year Transpired: 91.67%
- Target Expenditures: 91.67%
- Actual Expenditures 91.37%
- Difference: 0.30%

Pedro Huertas-Diaz provided the following information regarding the Part A monthly expenditure:

- Claims are still being processed for Health Insurance Premium & Cost Sharing Assistance
- Part A did not do any sweeps

**Part B Monthly Expenditure Report
(Expenditures as of January 31, 2026)**

Whitney Marshall reported the following:

- Grant Month Number: 10
- Target Expenditures: 83%
- Actual Expenditures 86%
- Difference: -3%

Whitney provided an overview of the amendment that took place in January that moved funds out of the following service categories:

- AIDS Pharmaceutical Assistance
- Outpatient Ambulatory Health Services
- Medical Transportation Services

The amendment moved funds into the following service categories:

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

Whitney also reported that Part B is currently processing delayed invoices for Medical Transportation Services.

The committee discussed a possible \$31 million that was recently approved by the Florida Senate as a stopgap measure to fund ADAP through June 30th that would raise the eligibility level back to 400% of the FPL.

**GR Monthly Expenditure Report
(Expenditure as of January 31, 2026)**

Whitney Marshall reported the following:

- Grant Month Number: 7
- Target Expenditures: 58%

	<ul style="list-style-type: none"> Actual Expenditures: 58% Difference: 0% 						
Unfinished Business	<p>OAHS Service Standard Pedro Huertas-Diaz gave an overview of the recommended changes to the current OAHS Service Standards that were recommended by AI when compared to the 2024-2025 HHS HIV Clinical Practice Guidelines. The committee determined more time was needed to thoroughly review all of the recommendations.</p> <p>Motion: Tim Collins made a motion to postpone discussion of the OAHS Service Standard until the next meeting to give PCS the opportunity to redline the current Service Standards with the addition of the recommendations from the Part A office. Charlie Wright seconded the motion.</p> <table border="1" data-bbox="716 737 1255 814"> <thead> <tr> <th>In Favor</th> <th>Against</th> <th>Abstain</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>0</td> <td>3</td> </tr> </tbody> </table> <p>The motion was adopted by a majority vote.</p>	In Favor	Against	Abstain	6	0	3
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6	0	3					
New Business:	<p>Integrated Plan & HIV Care Needs Survey Update The committee was informed that there are currently 848 total responses to the HIV Care Needs Survey; 40% of responses are from Brevard County, with the remainder being from the other counties of the OSA. The committee was informed that the next Integrated Plan Ad Hoc Committee meeting will be on Friday, March 20th, and the final community engagement activity will be the Seminole County Focus Group on Tuesday, March 31st.</p> <p>Preliminary Survey Review The committee reviewed and made the following recommendations for the Planning Council and Subrecipient surveys that are part of the Assessment of the Efficiency of the Administrative Mechanism (AAM) process:</p> <ul style="list-style-type: none"> Updating dates to match the current year Expanding answer options Minor word changes <p>The committee also reviewed and made the following recommendations for the Provider Capacity & Capability Survey:</p> <ul style="list-style-type: none"> Having clinicians, nurses, and medial staff skip to question #47 Rewording items #6 and #7 to include referrals within agencies Adding “major funding changes” as one of the examples of Emergencies and Disasters in Section 8 Addition of an item asking what respondents believe to be the top 5 most important services for PWH 						
Announcements:	<ul style="list-style-type: none"> No announcements. 						

