

Central Florida HIV Planning Council

Service Systems Planning & Quality (SSPQ) Committee Minutes

June 11, 2026

Call to Order: The SSPQ Committee Chair, Paolo Mancini, called the meeting to order at 1:30 PM at the Florida Department of Health located at 832 West Central Boulevard, Orlando, FL 32805.

Members Present: Paolo Mancini, Jules Smith, Angie Buckley, Jessica Seidita, Glorybee Nunez, Rene Cotto-Lewis, Tim Collins, Mike Alonso, Iradarnell Westbrook, Andre Antenor (via teleconference), Monika Trejos Kweyete (via teleconference)

Guests Present: Anthony McNeil, David Cavalleri (via teleconference), Randall (Vanity) Keeton (via teleconference)

Members Excused: Alelia Munroe, Charlie Wright

Members Absent: Nino Franklin

Recipient & Lead Agency Staff Present: Yasmin Andre, Pedro Huertas-Diaz

PCS Staff Present: Whitney Marshall, Laura Perez

Approval of the agenda:	<p>The committee reviewed the meeting agenda and approved it as presented.</p> <p>Motion: Jules Smith made a motion to accept the agenda as presented. Jessica Seidita seconded the motion.</p> <table border="1" data-bbox="695 1213 1235 1289"><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					
Approval of the May 14 Minutes:	<p>The committee reviewed the May 14 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.• There were no public comments in the room or online.						
Unfinished Business:	<p>2027-2031 Integrated Plan Draft</p> <p>Dr. David Cavalleri gave an overview of the recommended updates that have been submitted thus far by committee members, including an updated prevalence heat map and a table displaying prevalence data by Zip Code in the Orlando Service Area (OSA). Members recommended updates to duplicates in the Zip Code data as well as updates to the funding sources table and were encouraged to submit final feedback to David as soon as possible.</p>						

**Part A Monthly Expenditure Report
(Expenditures as of April 30, 2026)**

Pedro Huertas-Diaz reported the following:

- Percentage of Fiscal Year Transpired: 16.67%
- Target Expenditures: 16.67%
- Actual Expenditures 13.43%
- Difference: 3.24%

Pedro provided the following information regarding the Part A monthly expenditure:

- The report is based off the allocation that the Planning Council approved in February prior to the most recent changes to ADAP and the receipt of the final award
- The final award included about \$190,000 more than last FY
- There was a sharp increase in demand for Mental Health Services reportedly due to stress caused by the ADAP situation
- Part A has not yet purchased any nutritional supplements
- Referral for Healthcare/Support Services saw increased expenditure due to clients seeking support during the ADAP changes
- Medical Transportation Services have high expenditure due to the repurchase of bus passes

Reports:

Part A 2026-2027 Reallocation Request

Pedro Huertas-Diaz gave an overview of the proposed reallocation for FY2026-2027 based on the Final Notice of Award that was received in May 2026 (see attached slate). Pedro provided justifications for each of the proposed reallocations, and the committee discussed the proposed reallocations as compared to available funding and the Planning Council's approved priorities.

Motion: Jules Smith made a motion to approve the proposed Part A reallocation slate for FY 2026-2027. Angie Buckley seconded the motion.

In Favor	Against	Abstain
7	1	0

The motion was adopted with a majority roll-call vote.

**Part B Monthly Expenditure Report
(Expenditures as of April 30, 2026)**

Whitney Marshall reported the following:

- Grant Month Number: 1
- Target Expenditures: 8%
- Actual Expenditures 7%

	<ul style="list-style-type: none"> • Difference: 1% <p>Whitney provided the following information regarding the Part B monthly expenditures:</p> <ul style="list-style-type: none"> • The following service categories have had no utilization <ul style="list-style-type: none"> ○ AIDS Pharmaceutical Assistance ○ Health Insurance Premium & Cost Sharing Assistance ○ Mental Health Care ○ Medical Transportation – due to delayed invoices • Oral Health Care is below target utilization due to the provider spending down the GR grant <p>GR Monthly Expenditure Report <i>(Expenditure as of April 30, 2026)</i></p> <p>Whitney Marshall reported the following:</p> <ul style="list-style-type: none"> • Grant Month Number: 10 • Target Expenditures: 83% • Actual Expenditures: 89% • Difference: -6% <p>Whitney shared that an April amendment reallocated GR funds from AIDS Pharmaceutical Assistance and Oral Health Care into Medical Case Management and Medical Transportation Services in response to utilization.</p> <p>PCS Quarterly Expenditures Report <i>(Expenditures as of May 30, 2026)</i></p> <p>Whitney Marshall reported the following:</p> <ul style="list-style-type: none"> • Quarter Number: 4 • Target Expenditures: 100% • Actual Expenditures: 89% • Difference: 11% <p>Whitney explained that the PCS grant closed under budget due to staff vacancies in the PCS Manager and Specialist roles as well as the HFUW CFO. Members discussed how the funds were utilized in the various budget categories and were informed that any unused funds were returned to Part A.</p>
<p>New Business:</p>	<p>CQM Report Mike Alonso, the elected CQM Representative, provided a brief report on the most recent CQM meeting, and highlighted the need for clients to complete the Client Satisfaction Surveys. The committee discussed the need to include more community members in quality improvement efforts, such as attending Client Advisory Board (CAB) meetings.</p> <p>Discuss EIIHA Strategies</p>

	<p>The committee reviewed the current 2022-2026 Integrated Plan to discuss possible strategies to address Early Identification of Individuals with HIV/AIDS (EIIHA), people who do not know their status and are out of care. The discussion included the following:</p> <ul style="list-style-type: none"> • Funding constraints limiting education and prevention efforts • Low participation in CABs • The suggestion to increase awareness of associate membership on the Planning Council increase community representation • The new Needs Assessment and Planning Committee should allow for more opportunities for the Integrated Plan to be monitored • Part A is not permitted to use funds for prevention • Review of EIIHA data presented at the 2025 Data Presentation • How to create a network outside of Ryan White for Linkage to Care • Discussed a previous Area 7 meeting where agencies simulated moving clients through the system • Testing and linkage to care are the top priorities to address EIIHA
Announcements:	<ul style="list-style-type: none"> • Nominations are open for CFHPC officers and chairs and members seeking another term: Jr Co-Chairs, RWCM Co-Chairs, all committee chairs/vice-chairs; if members don't want to be considered for nomination, please let PCS know by August • New committees will start with new Planning Cycle in October • Baquine para los Angeles will be taking place today at 7:00 PM at Spirit of Joy Church • Pulse Remembrance Ceremony at First United Methodist Church in Downtown Orlando on Friday, June 12th

ACTION ITEMS	
Responsible Party	Item
PCS	Send word version of Int Plan letter to Dr. Cavalleri
Members	Send final Int Plan feedback to Dr. Cavalleri
Next Meeting:	July 9, 2026 at Florida Department of Health - Central Building: 832 W Central Blvd, Orlando, FL 32805 (Room name: Central Auditorium - Gardenia Room, 4th Floor)
Adjournment:	3:39 PM

Prepared by: *Laura Perez* Date: 6/22/2026

Approved by: _____ Date: _____

DRAFT

Ryan White Part A/MAI Proposed Reallocation 2026-2027

Based on the Final Notice of Award Received May 2026

Part A

2026-2027 Priorities	Service Categories	FY 25-26 Expenses	FY26-27 Allocation Approved Sept. 2025	FY26-27 Allocation Approved Feb. 2026	Proposed Reallocation June 2026	%	Difference Jun26 Proposed vs. Feb26	Difference Jun26 Proposed vs. 25-26 Expenses
6	Outpatient /Ambulatory Health Services	3,260,065	3,096,395	3,896,395	3,896,395		-	636,330
1	AIDS Pharmaceutical Assistance (local)	-	-	1,238,474	50,000		(1,188,474)	50,000
4	Oral Health Care	1,477,463	1,466,598	-	866,515		866,515	(610,948)
3	Health Insurance Premium & Cost Sharing Assistance	18,463	20,381	-	-		-	(18,463)
7	Mental Health Services	283,709	320,000	100,000	198,000		98,000	(85,709)
15	Medical Nutrition Therapy	39,946	50,000	50,000	50,000		-	10,054
2	Medical Case Management	1,984,389	2,005,000	2,005,000	2,005,000		-	20,611
12	Substance Abuse Services - Outpatient	11,218	25,998	-	-		-	(11,218)
	Subtotal - Core Medical Services	7,075,253	6,984,372	7,289,869	7,065,910	78%	(223,959)	(9,343)
8	Referral Support Services	1,616,909	1,665,000	1,200,000	1,690,000		490,000	73,091
16	Food Bank / Home-Delivered Meals	122,920	140,497	-	100,000		100,000	(22,920)
13	Medical Transportation Services	97,788	81,189	81,189	126,475		45,286	28,687
22	Substance Abuse - Residential	-	-	-	-		-	-
18	Outreach Services	-	-	-	-		-	-
24	Emergency Financial Assistance	-	-	300,000	25,000		(275,000)	25,000
	Subtotal - Support Services	1,837,617	1,886,686	1,581,189	1,941,475	22%	360,286	103,858
	Total Service Allocations	8,912,870	8,871,058	8,871,058	9,007,385		136,327	94,515
	Clinical Quality Management	177,060	301,491	301,491	223,443	2%	(78,048)	46,383
	Administration	959,760	1,011,574	1,011,574	1,011,574	10%	-	51,814
	Total Award Formula / Supplemental	10,049,690	10,184,123	10,184,123	10,242,402		58,279	192,712

MAI

2026-2027 Priorities	Service Categories	FY 25-26 Expenses	FY26-27 Allocation Approved Sept. 2025	FY26-27 Allocation Approved Feb. 2026	Proposed Reallocation June 2026	%	Difference Jun26 Proposed vs. Feb26	Difference Jun26 Proposed vs. 25-26 Expenses
6	Outpatient /Ambulatory Health Services	483,577	374,605	374,605	372,317		(2,288)	(111,260)
14	Early Intervention Services	-	400,000	-	400,000		-	-
2	Medical Case Management	280,068	774,605	400,000	400,000	100%	(2,288)	119,932
	Subtotal - Core Medical Services	763,645	774,605	774,605	772,317		(2,288)	8,672
10	Psychosocial Support Services	-	-	-	-		-	-
	Subtotal - Support Services	-	-	-	-		-	-
	Total Service Allocations	763,645	774,605	774,605	772,317		(2,288)	8,672
	Clinical Quality Management	37,073	26,557	26,557	26,557	3%	-	(10,516)
	Administration	88,968	88,524	88,524	88,524	10%	-	(444)
	Total Award MAI	889,686	889,686	889,686	887,398		(2,288)	(2,288)
	TOTAL AWARD	10,939,376	11,073,809	11,073,809	11,129,800		55,991	190,424