

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:	The committee reviewed the meeting agenda and approved it as presented. Motion: Jules Smith made a motion to accept the agenda as presented. Jessica Seidita seconded the motion. <table><tr><td>In Favor</td><td>Against</td><td>Abstain</td></tr><tr><td>7</td><td>0</td><td>0</td></tr></table> The motion was adopted unanimously without debate.	In Favor	Against	Abstain	7	0	0
In Favor	Against	Abstain					
7	0	0					
Approval of the May 14 Minutes:	The committee reviewed the May 14 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.						
Unfinished Business:	2027-2031 Integrated Plan Draft 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.						

Reports:

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 prepurchase of bus passes

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%

	• Difference: 1% Whitney provided the following information regarding the Part B monthly expenditures: • The following service categories have had no utilization ○ 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 GR Monthly Expenditure Report <i>(Expenditure as of April 30, 2026)</i> Whitney Marshall reported the following: • Grant Month Number: 10 • Target Expenditures: 83% • Actual Expenditures: 89% • Difference: -6% 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. PCS Quarterly Expenditures Report <i>(Expenditures as of May 30, 2026)</i> Whitney Marshall reported the following: • Quarter Number: 4 • Target Expenditures: 100% • Actual Expenditures: 89% • Difference: 11% 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.
New Business:	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. Discuss EIIHA Strategies

	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: • 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:	• 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