



**Ft. Lauderdale/Broward County EMA
Broward County HIV Health Services Planning Council**

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HIV PLANNING COUNCIL COORDINATION

Governmental Center Annex, Room A-337
Ryan White Part A Program Office
115 S. Andrews Avenue, Ft. Lauderdale, FL 33311
September 14, 2012 - 2:00 p.m.

Meeting Notes

	ATTENDEES
1	Kuryla, S. CHAIR
2	Gammell, B. VICE-CHAIR
3	Degraffenreidt, S.
4	Hidalgo, J.
5	Hosein, F.
6	Jones, L.
7	LaMendola, B.
8	Rosiere, M.
9	Saiswick, K. (<i>present via phone</i>)

1. CALL TO ORDER

The HIVPC Chair called the meeting to order at 2:15 p.m.

2. REVIEW GROUND RULES, STATEMENT OF SUNSHINE & PUBLIC COMMENT REQUIREMENTS

The HIVPC Chair welcomed all present. Attendees were notified of information regarding the Government in the Sunshine Law and meeting reporting requirements, which includes the recording of minutes. Attendees were advised that the meeting ground rules, though not physically present, but that they be present for future meetings for reference. In addition, attendees were advised that the acknowledgement of HIV status is not required but is subject to public record if it is disclosed.

3. WELCOME AND INTRODUCTIONS

Committee members, guests, grantee staff and support staff self-introductions were made.

4. MOMENT OF SILENCE

A moment of silence was observed.

5. Agenda change: Discuss Joint Executive retreat later when guest, Dr. Julia Hidalgo, would be present.

6. AD HOC BY LAWS COMMITTEE UPDATE

The ad Hoc will hold their initial meeting on 9/19/12 at 12:30 p.m. with Will Spencer as the Chair.

7. OTHER

The Grantee (Jones, L) reported on letter received from a member questioning the By-Laws. Some queries were (i) the power of the Chair in the By-Laws not being referenced clearly (ii) removal of committee chairs not being clearly referenced.

Vice Chair requested that By-Laws Committee look into the policy for HIVPC members who change their membership category (e.g. a member becomes a provider) and what are the provisions for reclassifying that person?

Grantee noted there should be a documenting process when a member of staff or anyone finds out that is out of compliance or raises a question.

8. HOUSEKEEPING

There was a conversation about recent communications to the grantee. There were some things directed at the Council and another part where it was said the Chair and the Council were not valuing consumers. The grantee noted that there they were items that need to be made specific in the By-Laws.

9. JOINT EXECUTIVE RETREAT

The Agenda was revised to accommodate update from both Parts.

The goals of the Joint Executive retreat were visited. Julia Hidalgo will be facilitating the retreat meeting. The Chair noted that they are all there to serve those living with HIV/AIDS in Broward County and acknowledged Part A and Part B both have roles and purposes. Part B goals, though similar to Part A's goals have a difference process. The grantee stated the work plans are Part A work plans but the majority of our meetings are Joint meetings so there should be a Part A/Part B work plan. The grantee also noted one of the things that are absent are the importance and recognition of the work plans that are not used as a working document, the dates have just been changed. The grantee continued that as a group we need to really identify why we are not moving forward e.g. there are things the Council for years and the group has not been able to advance and move forward. Maybe it's because these functions are not in the correct committee work plans or we may not have the right committee members to be able to move this forward. We need to operationalize the work plans stating "We have moved forward but we cannot walk anymore in the current climate – we need to jog and we need to move obstacles out of the way."

GUESTS' INPUT

The Part B Chair inquired whether the group will continue from where it left off at the January 19, 2012 retreat? Have things changed? Have the findings of that retreat been addressed? Ms. Hidalgo asked for a summary of the January 2012 retreat so we can know where we are going. It was noted by the Part B Chair that many persons are sitting in mandated seats but are not necessarily are doing the work of that seat. This may be due to state level work as opposed to county level work. County workers are unlikely to have a broad picture of what is going on or even be able to address the questions of the HIVPC as they are daily doing work on a county level.

Support Staff noted there are currently two applicants to the Prevention seat but only one mandated category of representation.

The grantee noted that some individuals are eager to make a difference are unaware of the NHAS goals and of the Comprehensive Plan, some having not read it.

The retreat facilitator, Ms. Hidalgo, stated it is her role to help the group understand how to move forward from here. Ms. Hidalgo also noted that people often get caught in process of planning instead doing something that they find difficult to do. There are tough decisions here in county about how to integrate prevention and treatment and if there is not control, there may be serious problems.

ADJOURNMENT

The meeting ended at 4:35 p.m.