



**COMMITTEE:** Membership/Council Development Committee

**MEETING AGENDA**

**Date/Time:** Thursday, November 7, 2013, 9:00 a.m.

**Location:** BRHPC

H.B. Katz, Chair      T. Wilson, Vice-Chair

1. **CALL TO ORDER:** *Welcome, Review meeting ground rules, Statement of Sunshine, Introductions, Moment of Silence, Public Comment*
2. **APPROVALS:** 11-7-13 Agenda and 10-3-13 Meeting Minutes
3. **STANDARD COMMITTEE ITEMS**
  - a. Review Planning Council Demographics – (Handout A)
  - b. Review Planning Council Vacancies – (Handout B-1, B-2)
  - c. Current Applicants and Interested Parties and Appointments – (Handout C)
  - d. Review Attendance – (Handout D)
  - e. Review Work Plan (Handout E)

4. **UNFINISHED BUSINESS**

- a) Policies and Procedures (WP Item 5.1) (Handout F)

**ACTION ITEM:** Review and revise the policies and procedures. Check for inconsistencies.

5. **MEETING ACTIVITIES/NEW BUSINESS**

<i>Goal/Work Plan Objective #:</i>	<i>Accomplishments</i>
Meeting Evaluations	<b>ACTION ITEM:</b> Review the meeting evaluations to address possible retention issues. (Handout G)
Recruitment and Retention Plan (WP Item 2.1)	<b>ACTION ITEM:</b> Review and update Recruitment and Retention Plan. Review new images for Recruiting brochure. (Handout H)
HIVPC Training (WP Item 4.4)	<b>ACTION ITEM:</b> Plan and implement training for Planning Council members.

6. **PUBLIC COMMENT**

7. **AGENDA ITEMS/TASKS FOR NEXT MEETING: NEXT MEETING:** December 5, 2013 **VENUE:** BRHPC

<i>Agenda Items/Tasks for next Meeting (Work Plan Item/Goal#)</i>	<i>Responsible Party</i>	<i>Information requested (i.e. data, research, etc.) Action to be taken, presentation, discussion, brainstorm etc.</i>
HIVPC Training (WP Item 4.4)	MCDC, Staff	Plan and implement training for Planning Council members.
MCDC Accomplishments (WP Item 4.5)	MCDC, Staff	Review MCDC Accomplishments for the year

8. **ANNOUNCEMENTS**

9. **ADJOURNMENT**

**VISION:** To ensure the delivery of high quality comprehensive HIV/AIDS services to low income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care

**MISSION:** We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: Foster the substantive involvement of the HIV affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care  
 Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments  
 Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment