



MEETING AGENDA

Committee: CEC ad-Hoc Youth Advisory Subcommittee

Date/Time: May 16, 2019, 3:00 p.m. **Location:** World AIDS Museum

Chair: Andrew Ruffner

1. **CALL TO ORDER** *Welcome, Review meeting ground rules, Statement of Sunshine, Introductions, Moment of Silence, Public Comment*
2. **APPROVALS:** 4/23/19 Meeting Minutes, 5/16/19 Agenda
3. **STANDARD COMMITTEE ITEMS (5 minutes)**
 - a. Testimonials – How can we add purpose to the “Fighting Stigma through Fashion” Fashion Show?
4. **UNFINISHED BUSINESS**
None.
5. **MEETING ACTIVITIES/NEW BUSINESS**

<i>Agenda Items/Tasks for next Meeting (Work Plan Item/Goal#)</i>	<i>Information requested (i.e. data, research, etc.) action to be taken, presentation, discussion, brainstorm etc.</i>
Member Event Prep Assignments Update (Handout A) 10 minutes	ACTION ITEM: Review member progress in acquiring resources.
Event Marketing & Promotions (Handout B) 10 minutes	ACTION ITEM: Review and finalize marketing and promotional materials.
Event Program Outline (Handouts C1-C3) 45 minutes	ACTION ITEM: Discuss fashion show logistics and timeline for task completion.
Model Casting Call (Handouts D1-D2) 45 minutes	ACTION ITEM: Plan and finalize details for the fashion show casting call for models.

6. **RECIPIENT REPORT**
7. **PUBLIC COMMENT**
8. **AGENDA ITEMS/TASKS FOR NEXT MEETING: Date:** June 11, 2019 4:30 p.m. **Venue:** World AIDS Museum

<i>Agenda Items/Tasks for next Meeting (Work Plan Item/Goal#)</i>	<i>Information requested (i.e. data, research, etc.) action to be taken, presentation, discussion, brainstorm etc.</i>
Finalize Event Program & Sponsorship	ACTION ITEM: Finalize event agenda, sponsors, and promotional materials.
Model Casting Call	ACTION ITEM: Conduct casting call for models.

9. ANNOUNCEMENTS

10. ADJOURNMENT

PLEASE COMPLETE YOUR MEETING EVALUATIONS

THREE GUIDING PRINCIPLES OF THE BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL

- Linkage to Care • Retention in Care • Viral Load Suppression •

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



MEETING MINUTES

Committee: CEC Advisory Subcommittee (CEC)

Date/Time: Tuesday, April 23rd 2019, 3:00 p.m.

Location: World AIDS Museum

Chair: Andrew Ruffner

ATTENDANCE				
#	Members	Present	Absent	HIVPC Staff
1	Anthony Brautigam	X		Jolly, J.
2	Priscilla Brown	X		Oratien, V.
3	Jackisha Fanfan	X		
4	Jeremy Hinton		A	Recipient Staff
5	Regina Gerbier		A	Anderson, T.
6	Andrew Ruffner; Chair	X		
	Quorum: 4	4		

1. CALL TO ORDER:

The Chair called the meeting to order at 3:10 p.m. The 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 are present, 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. The Chair, committee members, Recipient staff and HIVPC staff self-introductions were made. A moment of silence was held.

2. APPROVALS:

Motion #1: To approve the 1/24/19 minutes

Proposed by: Brautigam, A. **Seconded by:** Brown, P.

Action: Passed Unanimously

Motion #2: To approve the agenda for today's meeting

Proposed by: Brown, P., **Seconded by:** Brautigam, A.

Action: Passed Unanimously

3. STANDARD COMMITTEE ITEMS

Testimonials: None.

4. UNFINISHED BUSINESS

None.

5. MEETING ACTIVITIES/NEW BUSINESS

Member Event Prep Assignments Update: The Ad-Hoc Youth Advisory Committee resumed planning for its Fashion Show. The purpose of this event and outreach method is to build awareness and reach a more diverse and younger population. This is a way to engage those 18 to 30 years of age who are not typically reached through the Council's standard methods of communication. Members chose July 19th as the date for the event. The Chair stated that the event would be a success if one new person was introduced to the HIVPC but would not be successful if only agency representatives who were familiar with the Council were in attendance.

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



Members reviewed progress toward previously determined goals and were assigned tasks to complete before the next Committee meeting in May. Concern was expressed regarding members and volunteers who were previously more involved in making this event successful. The Committee agreed to move forward with planning without relying on those who had become less involved in the process to execute the event.

Members agreed to change one of the previously chosen scene colors from white to yellow. The Committee also discussed having an emcee, models, designers or stylists, and the educational component of the event. Suggestions for finding models included reaching out to performing arts schools and colleges such as Dillard High School Florida Atlantic University, Nova Southeastern University, Broward College, Florida Memorial University, and Florida International University. The Committee will also reach out to groups like Gay Straight Alliance, participants in World AIDS Museum focus group participants; and potential participants such as Misty Eyes and the CEC Vice Chair.

Finally, members scheduled its meetings leading up to the event and all present agreed that the dates were agreeable for them. The Committee will be meeting next on Thursday, May 16th at 3:00 p.m., then Tuesday, June 11th at 4:30 p.m., and Tuesday, July 9th at 3:00 p.m. At the May meeting, members will provide an update of progress toward obtaining merchandise from thrift stores and makeup distributors, assistance from a beauty school, and the Committee will finalize the plan of action for its model casting call.

Event Marketing & Promotions: The Committee reviewed sample flyers for the Fashion Show (Handout B on file) and selected one as a template for the event flyer. The chosen flyer has a colorful foreground image that appears to be inclusive of multiple ethnicities and is gender-fluid. Members liked the sponsor highlights on another sample flyer and would like to incorporate that into the event flyer as well. A member will provide an appropriate image and HIVPC Staff will work on the flyer draft to be finalized at the next Committee meeting.

Members also discussed potential organizations and agencies at which to advertise the model call. Suggestions included Healthy Youth in Transition, Clear Health, Children's Diagnostic and Treatment Center, Broward House, SunServe, Gay-Straight Alliance of Fort Lauderdale, and Safe to be Me. Members determined that 15-20 models should participate, and each will be part of all three scenes. Models will bring their own clothing, and someone can be brought on to assist in bringing looks together, but the Committee agreed to forego designers and stylists. Members will reach out to local thrift stores for donations of accessory pieces that can make each category more cohesive. Members will request donations of \$100 worth of merchandise and will select appropriate accessories.

Event Program Timeline/Logistics: Members first agreed to hold the Fashion Show on Friday, July 19th. The Committee also developed a timeline with a schedule of action steps toward the execution of the event.

Model Casting Call: Members also discussed the language for the Model Casting Call flyer. The language will be finalized by HIVPC Staff and the final flyer will be approved by Committee membership. The casting call is proposed for June and will coincide with the Committee meeting scheduled for 4:30 p.m. Members will focus on casting PLWH, but will include their allies and advocates.

6. RECIPIENT REPORT

None.

7. PUBLIC COMMENT

None.



8. AGENDA ITEMS/TASKS FOR NEXT MEETING:

Thursday, May 16, 2019 **Time:** 3:00 p.m. **Venue:** World AIDS Museum

Goal/Work Plan Objective #:	Accomplishments
Member Assignment Updates	ACTION ITEM: Review member progress in acquiring resources.
Event Marketing & Promotions	ACTION ITEM: Review and finalize marketing and promotional materials.
Event Program Outline	ACTION ITEM: Discuss fashion show logistics and timeline for task completion
Model Casting Call	ACTION ITEM: Plan and finalize details for the fashion show casting call for models.

9. ANNOUNCEMENTS

None.

10. ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

Ad-Hoc Youth Advisory Committee Attendance CY2019

Consumer	PLWHA	Absences	Count	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date	24	CX	C	23									
1	1	0	1	Brautigam, A.	X	NQX		X									
0	0	1	2	Brown, P.	X	NQA		X									
1	1	0	3	Fanfan, J.	X	NQX		X									
0	0	1	4	Gerbier, R.	X	E		A									
0	0	2	5	Hinton, J.	X	NQA		A									
1	1	0	6	Ruffner, A.	X	NQX		X									
				Quorum = 4	6	3	0	4	0	0	0	0	0	0	0	0	

Legend:

X - present	N - newly appointed
A - absent	Z - resigned
E - excused	C - cancelled
NQA - no quorum absent	W - warning letter
NQX - no quorum present	Z - resigned
CX - meeting canceled for quorum	R - removal letter

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

Ad-Hoc Youth Advisory Committee Member Event Prep Assignments Update May 16, 2019

<i>Task: Request Donations of up to \$100 of Accessories</i>		
Vendor & Committee Member	Status	Next Steps
Poverello (Anthony)	☐ Complete ☐ In Progress ☐ Incomplete	
I Love Vintage (Teresa)	☐ Complete ☐ In Progress ☐ Incomplete	
Boomerang (Anthony)	☐ Complete ☐ In Progress ☐ Incomplete	
Goodwill (Jeremy/Andy)	☐ Complete ☐ In Progress ☐ Incomplete	
<i>Task: Request Donations of Makeup & Hair Styling</i>		
Vendor & Committee Member	Status	Next Steps
Empire Beauty School (Anthony)	☐ Complete ☐ In Progress ☐ Incomplete	
MAC (Jeremy, Priscilla, and Regina)	☐ Complete ☐ In Progress ☐ Incomplete	
Walgreens (Andy)	☐ Complete ☐ In Progress ☐ Incomplete	

HANDOUT B

The HIV Planning Council
Community Empowerment Committee
Presents:

FIGHTING STIGMA THROUGH FASHION

(Fashion Show)

Friday, July 19, 2019
Art Serve Fort Lauderdale
7pm-10pm



FIGHTING STIGMA THROUGH FASHION

Hear the triumphant stories of PLWHA

Get educated on HIV/AIDS

Learn about available resources and
community supports

Join the fight!

MUSIC! FOOD! RAFFLE GIVEAWAYS!

*This event is family friendly and will also include
community vendors and local HIV/AIDS agencies*

Friday, July 19, 2019
Art Serve Fort Lauderdale
7pm-10pm



The HIV Planning Council
Community Empowerment Committee
Presents:

FIGHTING STIGMA THROUGH FASHION

(Fashion Show)

Friday, July 19, 2019
Art Serve Fort Lauderdale
7pm-10pm



HANDOUT B

Hear the triumphant
stories of PLWHA

Get educated on
HIV/AIDS

Learn about available
resources and
community supports

Join the fight!

MUSIC! FOOD!
RAFFLE GIVEAWAYS!

*This event will also
include community
vendors and local
HIV/AIDS agencies*

Fashion Show Agenda

Event Open	
7:00 p.m. to 8:00 p.m.	Social Hour including networking and agency tables
Fashion Show	
8:00 p.m. to ____ p.m.	Opening: Monologue or Performance
____ p.m. to ____ p.m.	Logistical Notes
____ p.m. to ____ p.m.	Transition: Video
____ p.m. to ____ p.m.	Scene 1: Red – HIV/AIDS Awareness w/ VO
____ p.m. to ____ p.m.	Transition: Video
____ p.m. to ____ p.m.	Scene 2: Blue – PrEP w/ VO
____ p.m. to ____ p.m.	Transition: Video
____ p.m. to ____ p.m.	Scene 3: Yellow – Fighting Stigma w/ VO <i>“What I Wish You Knew”</i>
Event Close	
____ p.m. to ____ p.m.	Logistical Notes
____ p.m. to 10:00 p.m.	Closing: Poem

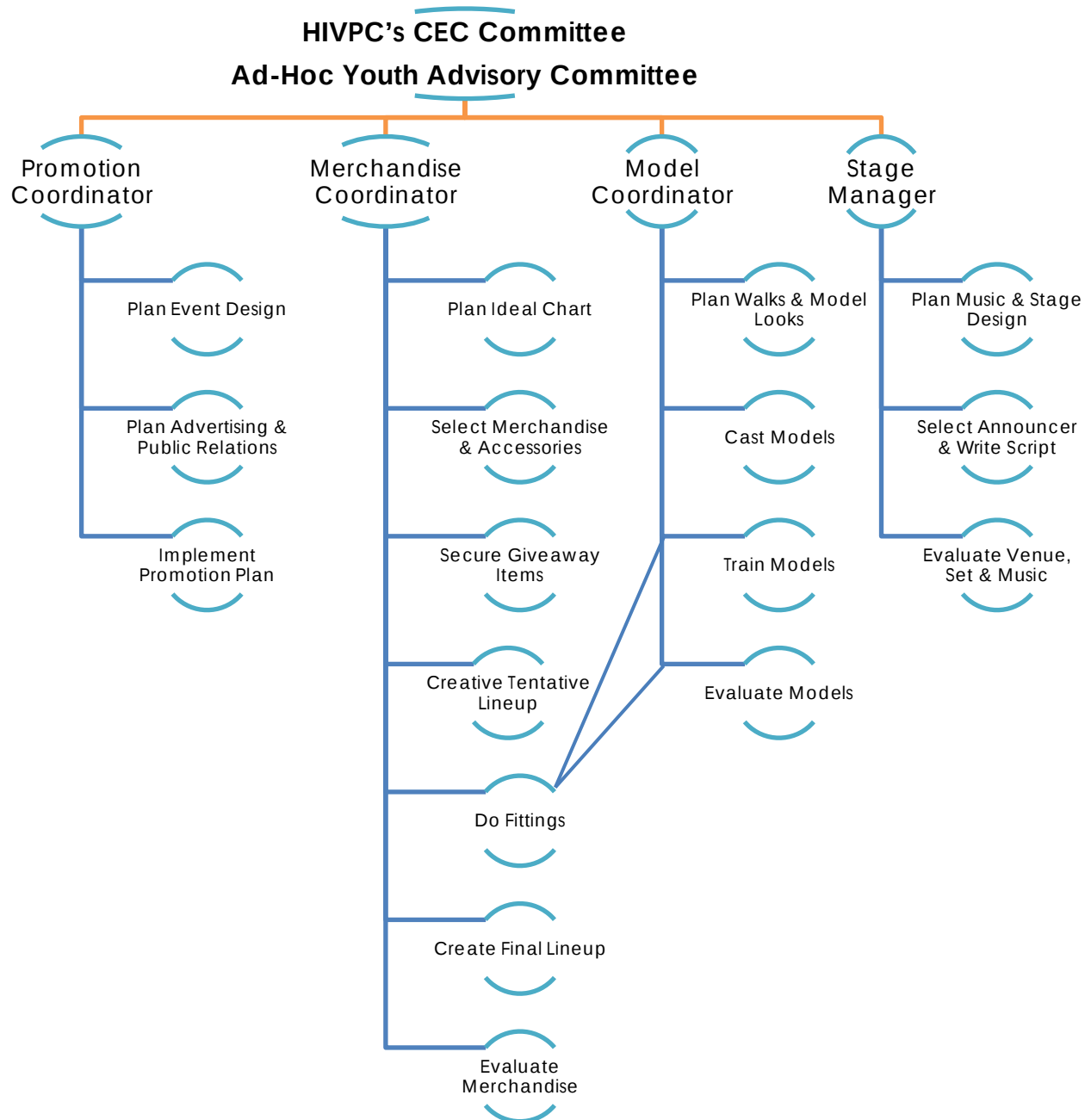
Fashion Show Planning Timeline

May						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 CEC Meeting	8	9	10	11
12	13	14	15	16 Y.A.C. Meeting	17 Model Eventbrite Live Email Agency Contacts	18
19	20	21	22 Show Eventbrite Live	23 HIVPC Meeting Promote Event & Casting	24	25
26	27 Memorial Day	28	29	30	31	

June						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Finalize Sponsors & Event Performers	4 CEC Meeting Report finalized sponsors & performers	5	6	7	8
9	10	11 Y.A.C. Meeting & Model Casting	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27 HIVPC Meeting	28	29
30						

July						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 CEC Meeting	3	4	5	6
7	8	9 Y.A.C. Meeting	10	11	12	13
14	15	16	17	18	19 Fashion Show	20
21	22 Send Thank You Notes & Return Merchandise	23	24	25 HIVPC Meeting Report on event & metrics	26	27
28	29	30	31			

Fashion Show Roles & Responsibilities





CALLING ALL MODELS!

The Broward County Health Services HIV Planning Council is seeking models for its "Fighting Stigma Through Fashion" fashion show.

The casting call will be held on Tuesday, June 11, 2019 at 6:00 p.m.
To register for your spot, sign up at Eventbrite.

***Please wear a white shirt and blue jeans to the casting call.**

Model Application
“Fighting Stigma through Fashion”

Name: _____

Phone Number: _____

Email Address: _____

Measurements (please provide all that apply to you):

Height: _____

Weight: _____

Waist: _____

Pant Size: _____

Shirt Size: _____

Bust: _____

Dress Size: _____

Chest: _____

Hat: _____

Modeling Experience:

This Fashion Show is called “Fighting Stigma through Fashion.” How do you fight stigma in your life?

If you are selected, you will need to be available on _____ days at _____ for practices.

You will need to attend a dress rehearsal on the day of the show: Friday, July 19th. Institutional excuses will be available for those who need them.

Thank you for your willingness to be part of this event. We hope that you have fun, as we will try to make this a great event!