



FORT LAUDERDALE/BROWARD EMA
BROWARD HIV HEALTH SERVICES PLANNING COUNCIL
AN ADVISORY BOARD OF THE BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS
200 OAKWOOD LANE, SUITE 100, HOLLYWOOD, FL 33020
(954) 561-9681 • FAX (954) 561-9685

Community Empowerment Committee Meeting

Tuesday, January 7, 2025 - 3:00 to 5:00 PM

LOCATION: Broward Regional Health Planning Council

Click Below to Join the meeting via Microsoft Teams

[Click here to join the meeting](#)

This meeting is audio and video recorded.

Chair: Shawn Tinsley • Vice Chair: Irving Wilson

Purpose: The Community Empowerment Committee (CEC) serves as a bridge between the HIV Health Services Planning Council and people with HIV in Broward. It encourages the involvement of individuals with and affected by HIV/AIDS in the Council process.

The quorum for this meeting is 6

AGENDA

ORDER OF BUSINESS

- I. Call to Order/Establishment of Quorum
- II. Welcome from the Chair
 - a. Meeting Ground Rules
 - b. Statement of Sunshine
 - c. Introductions & Abstentions
 - d. Moment of Silence
- III. **ACTION:** Approval of Agenda for January 7, 2025
- IV. **ACTION:** Approval of Minutes from November 5, 2024 (**Handout A**)
- V. Public Comment
- VI. Standard Committee Items:
 - a. Review of the Committee Workplan (**Handout B**)
- VII. Discussion Items
 - a. **Action Item:** Review and update Annual Workplan for FY 2025-2026 (**Handout C**)
 - b. **Action Item:** Planning Activities for FY 2025-2026 (**Handout D1 and D2**)
- VIII. Old Business:
 - a. **Update:** Tracking Member Participation in Outreach Activities (**Handout E**)
 - i. *HIVPC Bylaws: Article IV, Section 13, Subsection H: Member participation in outreach and training activities. Members are expected to participate*

in a minimum of two (2) Council outreach and training activities per calendar year.

- IX. New Business:
- a. **Update:** World AIDS Day Review. **(Handout F)**
 - i. Part A Office Tabling event on December 10th.
 - 1. *Workplan: 2.4 Partner with HIV stakeholders to engage in community events on an ongoing basis.*
- X. Recipient Report
- XI. Public Comment
- XII. Data Request
- XIII. Next Meeting Date:
- **Tuesday, February 4, 2025 @ 3:00 PM**
 - **Location: Broward Regional Health Planning Council & Microsoft Teams.**
- IX. Agenda Items for Next Meeting:
- To Be Determined
- X. Announcements
- Memorial Event on January 9th; 4:30 pm: Honoring and celebrating the lives of HIVPC members who have transitioned; World AIDS Museum.
- XI. Adjournment
- For a detailed discussion on any of the above items, please refer to the minutes available at:*
- [HIV Planning Council Website](#)

Please complete your [meeting evaluation](#).

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: (1) Foster the substantive involvement of the HIV-affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care, (2) Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments, (3) Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment.



Broward County Board of County Commissioners

Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Robert McKinzie • Nan H. Rich • Tim Ryan
•Hazelle P. Rogers • Michael Udine

[Broward County Website](#)



January 2025

Broward HIV Health Services Planning Council Calendar



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
All events listed on this calendar are free and open to the public. Meeting dates and times are subject to change. Please contact support staff at hivpc@brhpc.org or (954) 561-9681 ext. 1244/1343. Visit HIV Health Service Planning Council for updates.						
			1 	2 System of Care Committee Meeting (SOC) 9:30AM – 11:30AM Location: BRHPC/MS Teams	3	4
5	6 <u>MAI Sub-Committee Meeting</u> 2:00PM – 4:00PM Location: BRHPC/MS Teams	7 Community Empowerment Committee Meeting (CEC) 3:00PM – 5:00PM Location: BRHPC/MS Teams	8 Oral Health 3:00PM-4:15PM	9 <u>Membership/Council Development Meeting (MCD)</u> 9:30AM – 11:30PM Location: BRHPC/MS Teams Medical Provider 2:30PM-3:34PM In-person Workshop at BRHPC World AIDS Day Memorial Event for Past HIVPC Members	10	11
12	13	14 Behavioral Health 2:00PM-3:15PM	15	16 Priority Setting and Resource Allocation (PSRA) 9:30AM-12:30PM Location: BRHPC/MS Teams <u>Executive Committee Meeting</u> Location: BRHPC/MS Teams 12:45PM – 2:45PM	17	18
19	20 Martin Luther King Jr. Day	21 <u>Quality Management Committee Meeting (QMC)</u> 12:30PM – 2:30PM Location: BRHPC/MS Teams	22 Quality Network Meeting (CQM) 9:00AM-10:15AM	23 <u>HIV Planning Council Meeting</u> 9:30AM – 11:30AM Locations: BRHPC/MS Teams	24	25
26	27	28	29	30	31	
Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Links are active and lead to meetings or Awareness Day Information. Information is subject to change.				Meetings in RED are canceled. Meetings in BLUE are for the HIV Planning Council Committees. Meetings in GREEN are for the Provider Network. Holidays and meetings outside of the HIV Planning Council are in BLACK .		



January 2025



Broward HIV Health Services Planning Council Calendar

All events listed on this calendar are free and open to the public. Meeting dates and times are subject to change. Unless otherwise noted, meetings will be held via WebEx. Please contact support staff at hivpc@brhpc.org or (954) 561-9681 ext. 1292 or 1343. Visit HIV Health Service Planning Council for updates.

TODOS ESTAN BIENVENIDOS!	ALL ARE WELCOME!	BON VINI!
A menos que se anote de forma diferente en el calendario, todas las reuniones se realizarán en: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Para confirmar información acerca de la reunión de Consejo de Planeación HIV, o confirmar la reserva de servicios especiales tales como: Traducción Inglés a Español o a Criollo (Haitiano), servicios para discapacitados en visión o audición, por favor llame con 48 horas de antelación para que puedan hacerse los arreglos necesarios.	Unless otherwise noted on the calendar, all meetings are held at: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 To confirm HIV Planning Council meeting information, or reserve special needs services such as Translation from English to Spanish or Creole, or are hearing or visually impaired, please call 48 hours in advance so that arrangements can be made for you.	Sòf si yo ta ekri yon lòt bagay nan almanak-la, tout rankont-yo ap fèt: Location: Broward Regional Health Planning Council (BRHPC): 200 Oakwood Lane, Suite #100, Hollywood, FL 33020 Pou konfime enfòmasyon ou resewva sou rankont Konsèy Planifikasyon HIV-a, oswa pou rezève sèvis pou bezwen Espesyal tankou: Tradiksyon angle an panyòl oswa kreyòl; oswa, si ou gen pwoblèm wè oswa tande, rele 48 tè alavans pou yo ka fè aranjman pou ou.

HIVPC Committee Descriptions

HIV Health Services Planning Council (HIVPC) - Monitors, evaluates, and continuously improves systematically the quality and appropriateness of HIV care and services provided to all patients receiving Part A and MAI-funded services.

Executive Committee - Sets agenda for Council meetings, addresses conflict of interest issues, reviews attendance reports, oversees the planning activities established in the Comprehensive Plan, oversees committee work plans, reviews committee recommendations, ratifies recommendations for removal for cause, and addresses unresolved grievance issues.

Priority Setting Resource Allocation (PSRA) Committee - Recommends priorities and allocation of Ryan White Part A funds. Facilitates the Priority Setting and Resource Allocation Process to include the review of appropriate data (service utilization, epidemiological data). Develops, reviews, and monitors eligibility, service definitions, as well as language on 'how best to meet the need.

Quality Management Committee (QMC) - Ensures highest quality HIV medical care and support services for PLWHA by developing client and system-based outcomes and indicators. Provides oversight of standards of care, develops scopes of service for program evaluation studies, assesses client satisfaction, and provides QM staff/client training/education.

Membership/Council Development Committee (MCDC) - Recruits and screens applications based on objective criteria for appointment to the Council in order to ensure demographic requirements of the Council are maintained according to the Ryan White Treatment and Modernization Act. Presents recommendations to the Council. Institutes orientation and training programs for new and incumbent members.

Community Empowerment Committee (CEC) - Encourages the participation of individuals infected and affected with HIV/AIDS in the planning, priority-setting and resource-allocation processes. Function as a primary level of appeal for unresolved grievances relative to the Council's decisions regarding Ryan White Part A funding.

System of Care (SOC) Committee - Evaluates the system of care and analyzes the impact of local, state, and federal policy and legislative issues impacting PLWHA in the Broward County EMA. Plans and addresses coordinated care across diverse groups by engaging community resources to eliminate disparities in access to services.



FORT LAUDERDALE/BROWARD EMA

BROWARD HIV HEALTH SERVICES PLANNING COUNCIL

AN ADVISORY BOARD OF THE BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS

200 OAKWOOD LANE, SUITE 100, HOLLYWOOD, FL 33020

(954) 561-9681 • FAX (954) 561-9685

Community Empowerment Committee

Tuesday, November 5, 2024 - 3:00 PM

Location: Broward Regional Health Planning Council and Virtual Meeting via Microsoft Teams

CEC Members Present: R. Bhrangger, E. Davis, E. Dudelzak, H. Franks, K. Hayes, W. Marcoviche, L. Robertson, R. Shore, S. Tinsley

Members Absent: I. Wilson

Ryan White Part A Recipient Staff Present: W. Cius

Planning Council Support Staff Present: S. Isidore, D. Liao, M. Lacroix, G. Berkeley Martinez

Guests Present: E. Chery, C. Therency, Q. Cowen, D. Robertson, P. Madadi, R. Mills, V. Biggs, S. Cook, R. Hadley

Call to Order, Welcome from the Chair & Public Record Requirements

The CEC Chair called the meeting to order at 3:06 p.m. The CEC Chair welcomed all meeting attendees who were present. Attendees were notified that the CEC meeting is based on Florida's "Government-in-the-Sunshine" Law and meets reporting requirements, including the recording of minutes. In addition, it was stated that the acknowledgment of HIV status is not required but is subject to public record if it is disclosed. Introductions were made by the CEC Chair, Committee members, Recipient Staff, PCS & CQM Staff, and guests by roll call, and a moment of silence was observed.

Public Comment

The Public Comment portion of the meeting is intended to give the public a chance to express opinions about items on the meeting agenda or to raise other matters about HIV/AIDS and services in Broward County. There were no public comments.

Meeting Approvals

The approval for the November 5, 2024, agenda of the Community Empowerment Committee meeting with amendments was proposed by R. Bhrangger seconded by W. Marcoviche and passed unanimously. The approval for the minutes of the October 16, 2024, meeting was proposed by R. Shore seconded by L. Robertson and approved with no further corrections.

Motion #1: R. Bhrangger on behalf of the CEC, made a motion to approve the November 5, 2024, Community Empowerment Committee agenda. The motion was seconded by W. Marcoviche and adopted unanimously.

Motion #2: R. Shore on behalf of the CEC, made a motion to approve October 16, 2024, Community Empowerment Committee meeting minutes as presented. The motion was

seconded by L. Robertson and adopted unanimously.

Public comment.

None.

Standard Committee Items

None.

Old Business.

None.

New Business

a. Debrief: November 2nd, Community Health Fair

S. Tinsley opened the discussion by expressing gratitude to committee members W. Marcoviche, R. Bhrangger, and E. Davis for their support at the Community Health Fair held on Saturday, November 2nd. She also thanked the PCS staff and attending agencies for their participation.

E. Davis shared that another event, held that same day at the Sunshine Cathedral in Fort Lauderdale, attracted over 300 attendees. This prompted the committee to review the "HIVPC CEC Event Planning Checklist," a draft created by E. Davis, which includes a timeline for planning events. E. Davis emphasized the importance of outreach, stressing the need to establish strong relationships with Outreach Coordinators at each agency. S. Tinsley suggested that having access to a community event calendar would help avoid scheduling conflicts, improving turnout at future events. She also expressed disappointment that client attendance was low, despite the committee's and staff's efforts.

E. Chery from Broward House proposed taking on the role of Broward House's representative, acting as a liaison to promote future events and serve as a resource partner. She suggested forming a small team of 2-3 people to assist with distributing event information. R. Shore recommended reviewing the workplan to determine which objectives the Community Health Fair aligns with.

Motion #3: R. Shore, on behalf of CEC, made a motion to include the review of the Community Empowerment Workplan as a standard committee item. The motion was seconded by E. Davis and passed unanimously.

b. Training for CEC Members: *Empowering Leadership in the Ryan White HIV Planning Council: A Guide to Effective Leadership for Council Members* (**Handout B**) *Workplan: 4.1 Build the capacity of PWH to be meaningfully involved in the planning, delivering, and improvement of RWHAP services.*

Planning Council support staff M. Lacroix and S. Isidore presented the "Empowering Leadership in Ryan White HIV Planning Council" training to the committee members. The members engaged attentively throughout the session, participating in brief discussions as needed during the training.

Discussion Items

a. Action Item: World AIDS Day Updates

- a. Memorial event on December 4th; 4:30 pm: *Honoring and celebrating the lives of HIVPC members who have transitioned.*

PCS staff reviewed the "World AIDS Day Remembrance of Former HIVPC Members and Other Community Leaders" document, which provided details about the upcoming event on December 4th.

- b. World AIDS Day Proclamation; Board of County Commissioners, 10:00 am at the Governmental Building; 115 S Andrews Ave, Fort Lauderdale, FL 33301

PCS staff reviewed the details of the World AIDS Day Proclamation event.

- c. Part A Office Tabling event on December 10th at the Lobby of the Broward County Human Services Department Governmental Building; 115 S Andrews Ave, Fort Lauderdale, FL 33301; 10 am to 2 pm (may extend to 4 pm)
 - i. Volunteers to table

W. Cius from the Part A Office provided a brief overview of the Part A Office Tabling event on December 10th, highlighting its goal to raise awareness about Ryan White and EHE services, as well as lifesaving programs, and to spread the word throughout the community. S. Tinsley volunteered to attend and represent the committee at the event.

Recipient's Report

None.

Public Comment

The Public Comment portion of the meeting is intended to give the public a chance to express opinions about items on the meeting agenda or to raise other matters pertaining to HIV/AIDS and services in Broward County. There were no public comments.

Agenda Items for Next Meeting

- a. Next Meeting Date: January 7, 2025, at 3:00 p.m. LOCATION: Broward Regional Health Planning Council
- b. Agenda Items for Next Meeting
 - To be determined.

Announcements

- Open Enrollment has begun. Review the flyers which are in English, Spanish, and Haitian Creole at the end of the meeting packets for more information.

Adjournment

There being no further business, the meeting was adjourned at 4:56 p.m.

CEC Attendance for CY 2024

Consumer	PLW/HA	Absences	Count	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Oct	Nov	Dec	Attendance Letters
				Meeting Date	6	C	5	C	7	4	2	C	3	1	16	5		
1	1	0	1	Bhrangger, R.	X	C	X	C	X	X	X	C	X	X	X	X		
0	1	0	2	Biggs, V.	X													
0	0	1	3	Dudelzak, E	X	C	X	C	X	X	E	C	X	E	A	X		
1	1	1	4	Franks, H.	X	C	X	C	X	X	A	C	X	X	X	X		
0	1	0	5	Hayes, Kendra	X	C	X	C	X	X	X	C	X	X	X	X		
0	0	0	6	Tinsley, S., Chair	X	C	X	C	X	X	X	C	X	X	X	X		
0	0	0	7	Marcoviche, W.	X	C	X	C	X	X	X	C	X	X	X	X		
1	1	2	8	Robertson, L.	X	C	X	C	X	X	A	C	X	A	X	X		
		1	9	Shore, R.	X	C	X	C	A	X	X	C	X	X	X	X		
		3	10	Wilson, I., Vice-Chair	X	C	X	C	X	X	X	C	X	A	A	A		
1	0	2	11	Wright, J.	A	C	A	C					R					
			12	Davis, E.	X	C	X	C	X	X	X	C	X	X	X	X		
				Quorum = 6	11		11		9	10	7		10	7	9	9		

Legend:	
X - present	N - newly appointed
A - absent	Z - resigned
E - excused	C - canceled
NQA - no quorum absent	W - warning letter
NQX - no quorum present	Z - resigned
CX - canceled due to quorum	R - removal letter

Community Empowerment Committee Meeting Minutes – November 5, 2024
Minutes prepared by PCS Staff

HANDOUT B

Community Empowerment Committee (CEC) Work Plan FY2024-2025																	
The work plan is intended to help guide the work of the committee and to assist the Community Empowerment Committee in achieving its objectives in the coming year. For each activity, the time period of activity is highlighted in blue and the completion date is noted with an "X".																	
GOAL: Enhance participation in communities throughout the EMA through education/awareness and resource & information sharing by participating in at least 4 community events.										Target	Q1	Q2	Q3	Q4			
										4 Events							
Objective 1: Increase CEC member knowledge of the Committee's role in the HIVPC and amplify Consumer voice.																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
1.1 Engage consumers in townhalls/listening sessions at minimum, biannually.	CEC/Staff/Facilitator	Consumer Involvement	Host events to receive feedback from audiences made up of interested parties (general public, consumers, service providers, etc.) regarding HIV-related topics. Utilize that information to inform CEC's priority rankings and the HIVPC as a whole.		X					X							
1.2 Priority rank Part A and MAI Service Categories and send recommendations to PSRA annually.	CEC/Staff	Data driven PSRA process	Receive presentation on Part A utilization and historical trends. Data: Part A Scorecards; Historical epi data.			X											
1.3 Educate CEC members on HIVPC & Ryan White Part A.	Recipient/Staff	Increased knowledge of HIVPC & Ryan White Program among CEC members	Provide presentations or links to HRSA Ryan White Part A Webinars regarding topics of interest about the HIV Planning Council, Community Outreach, and Involvement.						X			X					
1.4 Host focus groups to receive feedback from populations of focus and/or selected audiences at minimum, biannually.	Staff/Facilitator	Utilize feedback in PSRA process and future CEC and MCDC event planning efforts	Determine populations to include in focus group and what kind of information would be of use. Populations are not limited to consumers; they may include other community members as applicable. Provide any relevant recommendations to PSRA that may inform the PSRA process. Provide any relevant recommendations to MCDC that may inform recruitment and retention strategies. Utilize any relevant recommendations that may inform the work of CEC.		X												
Objective 2: Promote education and awareness to affirm support for PWHA																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
2.1 Recommend creation or revision of promotional literature to MCDC as needed.	CEC	Collaboration with MCDC to inform the community about HIVPC	Determine information useful to the community in understanding the role of the HIVPC and revise language and visuals of marketing materials surrounding stigma. Provide this information to MCDC to update or create promotional literature.					X									
2.2 Distribute promotional literature - physically and electronically - to the community on an ongoing basis.	CEC/Staff	Increased consumer awareness of HIVPC	CEC will distribute promotional literature at community events, talkback sessions and listening sessions. PCS Staff Team will distribute HIVPC and HIV-related information to its community listserv.	X	X	X	X	X	X	X	X						
2.3 Analyze survey/discussion results from each community event, outreach, training, or community forum.	Staff/CEC	Measure event outcomes	Determine successes and failures of each event. Provide any relevant recommendations to PSRA that may inform the PSRA process. Data: survey results based on demographics, client self identified needs, and learning objectives.	X		X					X						
2.4 Partner with HIV stakeholders to engage in community events on an ongoing basis.	CEC	Develop consistent presence at community events	Coordinate with HIV stakeholders (those living with or otherwise affected by HIV) to hold Community Forums during significant HIV awareness days (e.g. National HIV Testing Day, Latino HIV Awareness Day, National Black HIV/AIDS Awareness Day) (Examples of Stakeholder Organizations: BCHPPC, Latinos En Accion, SFAN).		X	X				X							
Objective 3: Support communities in efforts to address misconceptions and reduce HIV-related stigma and other stigmas that negatively affect HIV outcomes.Strategy 3.1.4 (2022-2026 Integrated Plan)																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
3.1 Develop and implement education and awareness strategies that incorporate results from feedback mechanisms to increase HIV literacy	CEC	Increased awareness and utilization of services for PWH and Reduce HIV-related health disparities and health inequities	Partner with community organizations to institute a countywide summit for stakeholder collaborations to address various HIV-related issues including misconceptions and HIV-related Stigma.							X		X					
Objective 4: Create and promote public leadership opportunities for PWH. Strategy 3.3.1 (Integrated Plan 2022-2026)																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
4.1 Build the capacity of PWH to be meaningfully involved in the planning, delivering, and improvement of RWHP services.	CEC	Increased PWH on advisory boards, consumer boards, and employed as Peers	Incorporate programs from the organizations, CHAT Target HIV; Meaningful Involvement of People with HIV/AIDS (MIPA) in Broward; the National Minority AIDS Council's (NMAC) ELEVATE or ESCALATE Programs, or other community partners to address HIV stigma reduction, workforce recruitment, development, and advancement needs for PWH in populations 50+, Young Black Men, T/GNC, and Latinx.			X				X		X					

Abbreviations: BCHPPC (Broward County HIV Prevention Planning Council); SFAN (South Florida AIDS Network); PCS (Planning Council Support Staff); T/GNC Transgender and gender nonconforming

Community Empowerment Committee (CEC) Work Plan FY2025-2026																	
The work plan is intended to help guide the work of the committee and to assist the Community Empowerment Committee in achieving its objectives in the coming year. For each activity, the time period of activity is highlighted in blue and the completion date is noted with an "X".																	
GOAL: Enhance participation in communities throughout the EMA through education/awareness and resource & information sharing by participating in at least 4 community events.																	
Objective 1: Increase CEC member knowledge of the Committee's role in the HIVPC and amplify Consumer voice.																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
1.1 Recieve consumer/community feedback at minimum, biannually.	CEC/Staff/Facilitator	Consumer Involvement	Host events to receive feedback from audiences made up of interested parties (general public, consumers, service providers, etc.) regarding HIV-related topics. Utilize that information to inform CEC's priority rankings and the HIVPC as a whole. Provide any relevant recommendations to PSRA that may inform the PSRA process. Provide any relevant recommendations to MCDC that may inform recruitment and retention strategies.														
1.2 Receive presentation on Part A and MAI Service Categories	CEC/Staff	Increased knowledge of Ryan White Program Core and Support Services among CEC members	Receive presentation on Part A utilization and historical trends.														
1.3 Priority rank Part A and MAI Service Categories and send recommendations to PSRA annually.	CEC/Staff	Data driven PSRA process	Rank Part A and MAI Service Categories by priority and send recommendations to PSRA as part of the PSRA process.														
1.4 Educate CEC members on HIVPC & Ryan White Part A.	Recipient/Staff	Increased knowledge of HIVPC & Ryan White Program among CEC members	Provide presentations or links to HRSA Ryan White Part A Webinars regarding topics of interest about the HIV Planning Council, Community Outreach, and Involvement.														
Objective 2: Promote education and awareness to affirm support for PWHA																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
2.1 Recommend creation or revision of promotional literature to MCDC as needed.	CEC	Collaboration with MCDC to inform the community about HIVPC	Determine information useful to the community in understanding the role of the HIVPC and revise language and visuals of marketing materials surrounding stigma. Provide this information to MCDC to update or create promotional literature.														
2.2 Distribute promotional literature - physically and electronically - to the community on an ongoing basis.	CEC/Staff	Increased consumer awareness of HIVPC	CEC will distribute promotional literature at community events, talkback sessions and listening sessions. PCS Staff will distribute HIVPC and HIV-related information to its community listserv.														
2.3 Analyze survey/discussion results from each community event, outreach, training, or community forum.	Staff/CEC	Measure event outcomes	Determine successes and failures of each event. Provide any relevant recommendations to PSRA that may inform the PSRA process. Data: survey results based on demographics, client self identified needs, and learning objectives.														
2.4 Partner with HIV stakeholders to engage in community events on an ongoing basis.	CEC	Develop consistent presence at community events	Coordinate with HIV stakeholders (those living with or otherwise affected by HIV) to hold Community Forums during significant HIV awareness days (e.g. National HIV Testing Day, Latino HIV Awareness Day, National Black HIV/AIDS Awareness Day) (Examples of Stakeholder Organizations: BCHPPC, Latinos En Accion, SFAN).														
Objective 3: Support communities in efforts to address misconceptions and reduce HIV-related stigma and other stigmas that negatively affect HIV outcomes.Strategy 3.1.4 (2022-2026 Integrated Plan)																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
3.1 Develop and implement education and awareness strategies to increase HIV literacy	CEC	Increased awareness and utilization of services for PWH and Reduce HIV-related health disparities and health inequities	Partner with community organizations to institute stakeholder collaborations to address various HIV-related issues.														
Objective 4: Create and promote public leadership opportunities for PWH. Strategy 3.3.1 (Integrated Plan 2022-2026)																	
Activities	Responsible Party	Outcomes	Action Steps	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		
4.1 Build the capacity of PWH to be meaningfully involved in the planning, delivering, and improvement of RWHAP services.	CEC	Increased PWH on advisory boards, consumer boards, and employed as Peers	Promote programs from the organizations, such as CHAT Target HIV; Meaningful Involvement of People with HIV/AIDS (MIPA); the National Minority AIDS Council's (NMAC) ELEVATE or ESCALATE Programs, or other community partners to address HIV stigma reduction, workforce recruitment, development, and advancement needs for PWH in populations 50+, Young Black Men, T/GNC, and Latinx.														

Abbreviations: BCHPPC (Broward County HIV Prevention Planning Council); SFAN (South Florida AIDS Network); PCS (Planning Council Support Staff); T/GNC Transgender and gender nonconforming

HIV Health Services Planning Council
Community Empowerment Committee: Outreach/Community Conversations
March 2024 – February 2025

HANDOUT D1

Status	Date/Month of Event	Topic	Partnering Organization	Sample Questions
Completed	April 24, 2024	Ryan White Consumers Listening Tour	PSRA/CEC	Open Discussion
Completed	May 5, 2024	Man Up Festival	Ujima Men's Collective/CEC/MCDC	Open Discussion
Completed	June 22, 2024	National HIV Testing Day	Black AIDS Awareness Group	Open Discussion
Completed	September 19, 2024	Aging Gracefully (National HIV/AIDS Aging Awareness Day)	Broward House, Florida Department of Health	Open Discussion
Completed	November 2, 2024	Community Health Fair	CEC/RWPA Office/RW Provider Agencies/ Other Community Organizations	Open Discussion
Completed	December 10, 2024	World AIDS Day Proclamation	CEC/RWPA Office	Open Discussion
Planning	To be Determined	"Getting to Know the HIVPC" Radio Stations/Podcast Interviews	CEC/NPR/105.1/Other talk show-based forums	To Be Determined

HIV Health Services Planning Council
Community Empowerment Committee: Outreach/Community Conversations
March 2025 – February 2026

HANDOUT D2

Status	Date/Month of Event	Topic	Partnering Organization	Sample Questions
Planning	• April 17, 2025 (3:00 PM – 5:00 PM) • July 17, 2025 (6:00 PM – 8:00 PM) • October 16, 2025 (10:00 AM – 12:00PM)	Ryan White Consumers Listening Tour	CEC/PSRA	To Be Determined

HIV Health Service Planning Council Event Attendance: March 1, 2024 - February 28, 2025

HIVPC ByLaws: Article IV, Section 13, Subsection H

Count	Planning Council Member	Events													
		AIDS Walk: 03/09/2024	Listening Session: 4/24/2024	Ujima/s Man Up Festival: 5/4/2024	Stonewall PRIDE Parade/Stree t Festival: 06/15/2024	National HIV Testing Day: 6/22/2024	Aging Gracefully: 09/19/2024	Health Fair/Membership Drive: 11/02/2024	WAD Tabling with RWPA Office: 12/10/2024	WAD Celebration of Companions: 01/09/2024					
1	Barnes, B.		Listening Session: 4/24/2024												
2	Bhrangger, R.					National HIV Testing Day: 6/22/2024	Aging Gracefully: 09/19/2024	Health Fair/Membership Drive: 11/02/2024							
3	Biggs, V., V.Chair		Listening Session: 4/24/2024						WAD Tabling RWPA Office: 12/10/2024						
4	Castillo, J.								WAD Tabling RWPA Office: 12/10/2024						
5	Cutright, A.														
6	D'Amore, F.		Listening Session: 4/24/2024						WAD Tabling RWPA Office: 12/10/2024						
7	Davis, E.		Listening Session: 4/24/2024	Ujima/s Man Up Festival: 5/4/2024		National HIV Testing Day: 6/22/2024	Health Fair/Membership Drive: 11/02/2024		WAD Tabling RWPA Office: 12/10/2024						
8	Dudelzak, E.			Ujima/s Man Up Festival: 5/4/2024		National HIV Testing Day: 6/22/2024									
9	Fortune-Evans, B.		Listening Session: 4/24/2024						WAD Tabling RWPA Office: 12/10/2024						
10	Foster, V.	AIDS Walk: 03/09/2024	Listening Session: 4/24/2024	Ujima/s Man Up Festival: 5/4/2024	Stonewall PRIDE Parade/Stree t Festival: 06/15/2024										
11	Hayes, K.	AIDS Walk: 03/09/2024	Listening Session: 4/24/2024					Health Fair/Membership Drive: 11/02/2024	WAD Tabling RWPA Office: 12/10/2024						

[illegible]

WORLD AIDS DAY PROCLAMATION 2024



WORLD AIDS DAY PROCLAMATION 2024

Proclamation

REQUESTED BY
COMMISSIONER ROBERT McKINZIE
BROWARD COUNTY

WHEREAS, World AIDS Day is recognized internationally on December 1, 2024; and

WHEREAS, the Centers for Disease Control and Prevention estimate that 1.2 million people aged 13 and older are living with HIV in the United States, and of those, 13 percent are unaware of their positive status; and

WHEREAS, the latest Florida Department of Health Surveillance Report for 2022 indicates that 124,577 Florida residents are living with HIV/AIDS, of which 21,505 are Broward County residents; and

WHEREAS, for more than twenty years, Broward County has established and maintained a continuum of high-quality medical and support services; and

WHEREAS, Broward County remains committed to implementing innovative and integrated prevention, care and treatment services to end the HIV epidemic; and

WHEREAS, the Broward County Board of County Commissioners recognizes the Ryan White Part A and Ending the HIV Epidemic Programs, as well as community partners for their collaborative efforts to provide critical life-saving health and support services to more than 8,000 people living with HIV each year; **NOW, THEREFORE**,

BE IT PROCLAIMED BY THE BOARD OF COUNTY COMMISSIONERS OF BROWARD COUNTY, FLORIDA:

That the Commission hereby designates **December 2024** as "**WORLD AIDS AWARENESS MONTH**" in Broward County, Florida.

December 2024
Date



Ben Fann
Mayor





HIV HEALTH SERVICES PLANNING COUNCIL MEETING GROUND RULES

1. The Council, its members, and the public recognize and respect the committee process adopted by this Council. The Council, its members, and the public recognize that full discussion and analysis of issues occurs at the committee level rather than at Council meetings.
2. Before a member can make a motion or speak in debate, the member must be recognized by the Chair as having the exclusive right to be heard at that time.
3. All speakers are expected to address the Council in a respectful manner to respect time limits, to speak briefly and to the point, and to stay on agenda. All other persons in attendance should not interrupt the speaker who is recognized by the Chair as having the floor.
4. If the member who made the motion claims the floor and has not already spoken on the question, that member is entitled to be recognized in preference to other members.
5. No person is entitled to the floor a second time in debate on the same item as long as any other person who desires the floor has not spoken on the item.
6. Speakers should restrict comments and debate to the pending question or motion. Speakers must address their remarks to the Chair and maintain a courteous tone. The Chair may impose time limits on debate or discussion to ensure efficient conduct of Council business.
7. Members should not name service providers and/or persons during any discussion unless the service provider or person is identified in the subject of the motion or agenda item. Specific concerns regarding service providers should be directed towards the Grantee, outside of the meeting.
8. Members of the public may only address the Council upon recognition by the Chair. They are subject to the same rules of conduct expected of Council members.
9. No alcohol or drug use (unless prescribed by a licensed physician), is permitted at Council meetings, grantee or support staff offices.
10. No abusive language, threats of violence, or possession of weapons are permitted in Council meetings, grantee or staff offices.
11. Repeated violation of these meeting rules may result in no further recognition of the offending member or attendee by the Chair at that meeting. Any serious breach of conduct which disrupts the Council's meeting may subject the offender to removal from the meeting, administrative or legal process.



CONSEJO DE PLANEACIÓN DE SERVICIOS DE SALUD VIH REGLAS BÁSICAS DE LA REUNIÓN

1. Los miembros deberán aceptar y respetar el proceso de comité adoptado por este Consejo. Las discusiones y el análisis en pleno de los temas tendrán lugar a nivel de comité y no en las reuniones plenarias del Consejo.
2. Antes de que un miembro pueda iniciar una moción o de que una persona pueda hablar en un debate, el Presidente de la reunión deberá reconocer que él o ella tienen el derecho exclusivo de hablar en ese momento dado.
3. Se espera que todos los ponentes se dirijan al Consejo de una manera respetuosa, que no se interrumpa al ponente con derecho al habla en el momento, que cuando se hable se haga de forma clara y concisa, y que se mantenga la agenda.
4. Si el miembro que inicia una moción no ha hablado todavía y reclama su derecho a hablar sobre un asunto, él/ella tendrán el derecho a que con preferencia se les reconozca.
5. Nadie tendrá derecho a reclamar el habla por una segunda vez, en un debate sobre el mismo tema, cuando otra persona que no ha hablado todavía, desea hacerlo.
6. Los debates deben ceñirse a los asuntos o mociones que estén pendientes. Al hablar, los ponentes deben referirse al Presidente, y mantener un tono cortés.
7. Los miembros del público solo podrán dirigirse al Consejo cuando hayan sido reconocidos por el Presidente de la reunión. Estarán sujetos a las mismas reglas de conducta que se esperan de los miembros del Consejo. Se establecerán límites de tiempo según sea necesario para garantizar que los asuntos del Consejo cursen de manera eficiente.
8. Miembros del público sólo podrán dirigir el Consejo a partir del reconocimiento por el Presidente. Están sujetos a las mismas reglas de conducta que se espera de los miembros del Consejo.
9. No estará permitido el uso de bebidas alcohólicas o de drogas en las reuniones del Consejo y tampoco en las oficinas del personal de soporte y donatarios.
10. No está permitido el uso de lenguaje abusivo, amenazas de violencia y posesión de armas en las reuniones del Consejo ni en las oficinas del personal de soporte y donatarios.
11. La repetida violación de estas reglas básicas dará como resultado que el Presidente de la reunión deje de reconocer al derecho a participación del ofensor o miembro de la audiencia. Cualquier violación de conducta grave, que perturbe la reunión de Consejo, terminará en la remoción del ofensor, de la reunión.



KONSÈY PLANIFIKASYON SÈVIS SANTE POU HIV RÈGLEMAN RANKONT-YO

1. Manm-yo dwe rekonèt epi respekte pwosesis komite-a ke Konsèy-la adopte. Diskisyon ak analiz total pwoblèm-yo fèt nan nivo komite-a; li pa fèt pandan rankont tout Konsèy-la.
2. Anvan yon manm ka fè yon pwopozisyon oswa nenpòt ki moun gen dwa pale pandan yon deba, fòk Prezidan Komite-a bali dwa eskizif pou fè moun tandè-li nan moman sa-a.
3. Yo atann-yo aske tout moun k'ap pale ak Konsèy-la fè-li avèk respè, pou pèsonn pa koupe moun ke Konsèy-la bay dwa pale lapawòl, pou moun k'ap pale-a respekte kantite tan yo ba-li pou pale-a, pou li di sa l'ap di-a rapidman epi avèk presizyon, epi pou li respekte ajanda-a.
4. Si manm ki fè pwopozisyon-an mande pou li pale epi si li poko pale sou keksyon-an deja, li gen priyorite sou lòt manm-yo.
5. Pèsonn moun pa gen dwa pran lapawòl de fwa sou yon menm sijè si gen lòt moun ki poko pale epi ki vle esprime tèt-yo.
6. Deba-a dwe rete sou keksyon oswa pwopozisyon k'ap fèt-la. Moun k'ap pale-a dwe adrese sa l'ap di-a bay Prezidan Komite-a epi pale sou yon ton ki make ak respè.
7. Manm piblik-la dwe pale ak Konsèy-la sèlman si Prezidan Konsèy-la bay-yo lapawòl. Yo dwe respekte menm règleman kondwit avèk manm Konsèy-yo. Lè sa nesesè pou zafè Konsèy-la byen mache, yo gen dwa bay-yo yon limit tan pou yo pale.
8. Manm nan piblik la sèlman pou adrese a konsèy sou rekonèsans sou chèz la. Yo ka tonbe anba menm lòd de kondwit ki te espere nan manm konsèy yo.
9. Itilizasyon alkòl ak dwòg (sòf si se yon doktè lisansye ki preskri-li), entèdi nan rankont Konsèy-la oswa nan biwo estaf sipò-a oswa Resevè-a.
10. Vye langaj, menas vyolans, oswa posèsyon zam entèdi nan rankont Konsèy-la oswa nan biwo estaf-la oswa Resevè-a.
11. Vyolasyon repete règleman rankont-yo ap lakòz yon manm oswa lòt moun k'ap asiste rankont-lan pa kapab patisipe ankò. Nenpòt ki move kondwit serye ki twouble rankont-la ap lakòz yo mete moun-nan deyò.

Acronym List

ACA: The Patient Protection and Affordable Care Act 2010

ADAP: AIDS Drugs Assistance Program

AETC: AIDS Education and Training Center

AHF: AIDS Health Care Foundation

AIDS: Acquired Immuno-Deficiency Syndrome

ART: Antiretroviral Therapy

ARV: Antiretrovirals

BARC: Broward Addiction Recovery Center

BCFHC: Broward Community and Family Health Centers

BH: Behavioral Health

BISS: Benefit Insurance Support Service

BMSM: Black Men Who Have Sex with Men

BRHPC: Broward Regional Health Planning Council, Inc.

CBO: Community-Based Organization

CDC: Centers for Disease Control and Prevention

CDTC: Children's Diagnostic and Treatment Center

CEC: Community Empowerment Committee

CIED: Client Intake and Eligibility Determination

CLD: Client Level Data

CM: Case Management

CQI: Continuous Quality Improvement

CQM: Clinical Quality Management

CTS: Counseling and Testing Site

DCM: Disease Case Management

DOH-Broward: Florida Department of Health in Broward County

eHARS: Electronic HIV/AIDS Reporting System

EIIHA: Early Intervention of Individuals Living with HIV/AIDS

EFA: Emergency Financial Assistance

EMA: Eligible Metropolitan Area

FDOH: Florida Department of Health

FPL: Federal Poverty Level
FQHC: Federally Qualified Health Center
HAB: HIV/AIDS Bureau
HHS: U.S. Department of Health and Human Services
HICP: Health Insurance Continuation Program
HIV: Human Immunodeficiency Virus
HIVPC: Broward County HIV Planning Council
HMSM: Hispanic Men who have Sex with Men
HOPWA: Housing Opportunities for People with AIDS
HRSA: Health Resources and Service Administration
HUD: U.S Department of Housing and Urban Development
IW: Integrated Workgroup
IDU: Intravenous Drug User
JLP: Jail Linkage Program
LPAP: Local AIDS Pharmaceutical Assistance Program
MAI: Minority AIDS Initiative
MCDC: Membership/Council Development Committee
MCM: Medical Case Management
MH: Mental Health
MNT: Medical Nutrition Therapy
MOU: Memorandum of Understanding
MSM: Men Who Have Sex with Men
NBHD: North Broward Hospital District (Broward Health)
NGA: Notice of Grant Award
NHAS: National HIV/AIDS Strategy
NOFO: Notice of Funding Opportunity
nPEP: Non-Occupational Post Exposure Prophylaxis
NSU: Nova Southeastern University
OAHS: Outpatient Ambulatory Health Services
OHC: Oral Health Care
PE: Provide Enterprise

PLWH: People Living with HIV
PLWHA: People Living with HIV/AIDS
PrEP: Pre-Exposure Prophylaxis
PRISM: Patient Reporting Investigating Surveillance System
PROACT: *Participate, Retain, Observe, Adhere, Communicate and Teamwork is DOH-Broward's treatment adherence program.*
PSRA: Priority Setting & Resource Allocations
QI: Quality Improvement
QIP: Quality Improvement Project
QM: Quality Management
QMC: Quality Management Committee
RSR: Ryan White Services Report
RWHAP: Ryan White HIV/AIDS Program
RWPA: Ryan White Part A
SA: Substance Abuse
SBHD: South Broward Hospital District (Memorial Healthcare System)
SCHIP: State Children's Health Insurance Program
SDM: Service Delivery Model
SOC: System of Care
SPNS: Special Projects of National Significance
STD/STI: Sexually Transmitted Diseases or Infection
TA: Technical Assistance
TB: Tuberculosis
TGA: Transitional Grant Area
VA: United States Department of Veteran Affairs
VL: Viral Load
VLS: Viral Load Suppression
WMSM: White Men who have Sex with Men
WICY: Women, Infants, Children, and Youth

Frequently Used Terms

Recipient: Government department designated to administer Ryan White Part A funds and monitor contracts.

Planning Council Support (PCS) Staff/‘Staff’: Provides professional staff support, meeting coordination, and information to the HIVPC, its standing and ad-Hoc Committees, Chair, and Recipient.

Clinical Quality Management (CQM) Support Staff: Provides professional support, meeting coordination, and technical assistance to assist the Recipient through analysis of performance measures and other data with the implementation of activities designed to improve patient care, health outcomes, and patient satisfaction throughout the system of care.

Provider/Sub-Recipient: Agencies contracted to provide HIV Core and Support services to consumers.

Consumer/Client/Patient: A person who is an eligible recipient of services under the Ryan White Act.