



MEETING AGENDA

COMMITTEE: Community Empowerment Committee

Date/Time: April 4, 2017, 3:00 p.m.

Location: Governmental Center Room A-337

Chair: Lorenzo Robertson **Vice Chair:** Pat Fleurinord

1. **CALL TO ORDER:** *Welcome, Review meeting ground rules, Statement of Sunshine, Introductions, Moment of Silence, Public Comment*
2. **APPROVALS:** 4/4/17 Agenda, 3/7/17 Minutes
3. **STANDARD COMMITTEE ITEMS**
 - a. Testimonials
4. **UNFINISHED BUSINESS**
 - a. None.
5. **MEETING ACTIVITIES/NEW BUSINESS**

Goal/Work Plan Objective #:	Accomplishments
CEC Policies and Procedures	ACTION ITEM: Review, discuss and approve updated P&P including membership criteria for prospective members
Community Forum	ACTION ITEM: Plan for hosting Ryan White Consumer Forum in April/May in collaboration with BTAN

6. **GRANTEE REPORTS**
7. **PUBLIC COMMENT**
8. **AGENDA ITEMS/TASKS FOR NEXT MEETING: Date:** TBD **Venue:** TBD

Agenda Items/Tasks for next Meeting (Work Plan Item/Goal#)	Information requested (i.e. data, research, etc.) action to be taken, presentation, discussion, brainstorm etc.
Community Forum	ACTION ITEM: Host Ryan White Consumer Forum to discuss client experiences accessing RW Services in the EMA

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: Community Empowerment Committee

Date/Time: March 7, 2017, 3:00 p.m.

Location: Governmental Center Room A-337

Chair: Lorenzo Robertson **Vice Chair:** Pat Fleurinord

	Members	Present	Absent	Guests
1	Bhrangger, R.	X		
2	Burgess, D.		A	
3	Fleurinord, P. <i>Vice Chair</i>	X		Grantee Staff
4	Franks, H.	X		Morris, R.
5	Katz, H.B.	X		Jones
6	Lint, A.	X		Green
7	Marcoviche, W.	X		HIVPC Staff
8	Parker, P.		A	Johnson, B.
9	Robertson, L. , <i>Chair</i>	X		Ewart, L.
10	Robertson, P.	X		Oratien, V.
	Quorum = 6	8		

1. **CALL TO ORDER:** The Chair called the meeting to order at 3:05 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, guests, grantee staff and support staff self-introductions were made. A moment of silence was observed.

2. APPROVALS:

Motion #1: To approve today's meeting agenda
Proposed by: Fleurinord, P. **Seconded by:** Katz, H.B.
Action: Passed Unanimously

Motion #2: To approve 1/3/17 meeting minutes
Proposed by: Katz, H.B. **Seconded by:** Fleurinord, P.
Action: Passed Unanimously

3. STANDARD COMMITTEE ITEMS

- a. **Testimonials:** The committee discussed its participation in the National Black HIV/AIDS Awareness Day event held on February 7th, 2017 at The Megaphone Community Center in Ft. Lauderdale. The Vice Chair expressed that her experience was good and that a lot of surveys were completed. She also noted that the largest turnout was for a concert which was held as part of a separate event. It was very disappointing to see, because had agencies collaborated they could have been a part of the first event and it would have flowed into the concert. This was another missed opportunity to test community members and get information from people who do not normally attend events like this. The Vice Chair stated that while she enjoyed both events, she would not

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consider it a successful event because of missed opportunities. Other members commented on the difference in crowd size between the Megaphone community event and the marchers who attended the concert. People were looking out their windows at Megaphone, but did not come out. The Vice Chair also noted that community members who live in the area around Megaphone were given plenty of advance notice of the event through mailers, and door-to-door outreach by the YMCA and Urban League. Simply through coordination with the other agency that had their event that day, registration could have taken place at Megaphone and concert goers could have gone from there. This would have given the BTAN event more opportunities to test and inform community members who do not often attend these events. Collaboration between the agencies would have led to one cohesive event, rather than two separate events.

4. UNFINISHED BUSINESS

- a. None.

5. MEETING ACTIVITIES/NEW BUSINESS

- a. Work Plan: Staff reviewed the FY2017-2018 CEC Work Plan with the committee. It is different from past CEC Work Plans, including a yearly goal and activities, as well as correlating document objectives with the Integrated Plan. A lot of those objectives are based around outreach and empowering community members to become community leaders. This committee will be out in the community providing education, and following up with summits and other activities, so that CEC is consistently visible. This committee will also be a part of the ranking process for PSRA. CEC will rank Part A services for the PSRA process by importance to the community. The second objective includes community engagement, expanding on the themes of education and outreach. CEC will continue to provide education while doing outreach and getting information from the community. It is important to make connections between stakeholders, and community summits can be coordinated with them, as well as presentations from experts. That opens the HIVPC up to a bigger community audience. People want to be a part of the education process. Another avenue for engagement will be attending nontraditional activities, such as community events that are not specific to HIV. It will be important to request feedback from attendees, and utilize surveys to better plan for services. CEC will identify emerging leaders and establish a leadership academy to thoroughly educate people, having them become leaders of community groups. While other training programs may already exist and their respective organizations may be part of the planning process, this will have to be specific to the HIVPC. The System of Care Committee will also be returning and looking at the Part A system, PSRA, and QMC. If they see an area of exploration that CEC can address with the community, they will bring it to the committee's attention. CEC will capitalize on things that are already in place, making them more effective for this process.

CEC will collaborate with BTAN and BCHPPC to align work with respect to the Integrated Plan.

The Grantee stated that a lot of the Work Plan goals sound positive. By working in collaboration with other groups rather than in isolation, there is a greater likelihood of bringing more people out to events. The Grantee also discussed a focus group held in February. One of the most significant takeaways was that participants were looking for more opportunities to participate. They were asking about the next focus group, engaging in conversation, and showing desire to be a part of a solution. As a community group, this committee has to talk to members of the community. That may be done at an event, but sometimes a town hall discussion may be a better method. People want to talk, express their opinions, and give and receive information. The community has to receive what they want, rather than what we think they want. The National Black HIV/AIDS Awareness Day was an example of an event being put on without asking the community what they would like. This committee needs to engage the community to be able to give them what they want. The Grantee also urged committee members to assess whether their work plan was feasible. This work plan looks great, but it will require a lot of effort from the committee in order to achieve these goals.

The Vice Chair was against having the event on a Tuesday, though it coincided with the day of observance. A lot of people are not afforded the opportunity to go to an event during work hours, and the event would have

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been more successful on a Saturday. She stressed the importance of thinking outside the box for these occasions. A committee member stated that it depends on the agency how they address things like that. It is also important to have the right people doing outreach. The HIVPC Manager stressed that collaboration needs to be fostered between stakeholders. So if an event is coming up and a group is planning something, have this committee be a part of it from the ground floor. Keep each stakeholder accountable to achieve the activities that they submitted. This has to be done in conjunction with the Prevention side. The Integrated Plan has BCHPPC assigned to these CEC goals on the Prevention side, so they should be working with CEC because both are targeting the same people. BTAN is really about treatment, and charged with testing events. The Vice Chair stated that she was glad to see more community events on the horizon and more opportunities to get information from people and go from there. The Grantee said that CEC has the role of being the HIVPC's arms, ears, and eyes in the community. The committee's role is to bring that information back to Planning Council and other committees. There is a need to pool resources and maximize their effect, bring more cross sections of people together, and create a sense of community. It is important that distribution of surveys be purposeful. Committee members discussed the lack of knowledge in the community surrounding Ryan White, and that some have even encountered health care professionals who are not aware of their services. The Grantee stated that general outreach is the hardest to do. It is difficult to do because messaging has to be constant. Information is spread by social groups. Many of the focus group attendees came from one person's Facebook post. TV shows are mentioning PrEP more often. The general public is not going to be concerned about Ryan White, so it is better to start out by providing the basics of HIV. As Broward is second in the nation for new infections, basic information about HIV is vital and Ryan White information can come after that. It was also noted that people take messages differently from different people. The Chair suggested that surveys be altered when meant for the general community. In order to be successful, outreach and engagement needs to be where and when people are able to attend.

Motion #3: To approve FY2017-2018 CEC Work Plan

Proposed by: Franks, H. **Seconded by:** Fleurinord, P.

Action: Passed Unanimously

- b. Community Forum: CEC will collaborate with BTAN to get a group of approximately 25-50 people together. The group should be a mixture of front line people and PLWHA. The goal is to capture information on gaps, and give people a comfortable environment to express their feelings about services, referrals, and other aspects of accessing care. The planning process for the next year is upcoming, and should start with a forum. The Vice Chair provided an example of hearing consumers discuss their negative experiences of services with each other, and encouraging them to fill out a provider survey. Without that information, providers will not know what issues consumers are having with accessing services. It was noted that provider surveys do not get much in the way of responses. The paper survey may be confusing for respondents, but not all providers are able to use computers and iPads to have respondents complete the survey. One benefit of the community forum is that it will indicate which questions need to be added to the survey. BTAN and CEC meet on the same day, so it may work well to hold a joint event. The Chair, Vice Chair, and BTAN leadership will get together to begin planning.
- c. CEC Survey: The committee reviewed survey results from the National Black HIV/AIDS Awareness Day event held on February 7, 2017. 34 community members took the survey. Participant responses to the question "Have you heard about the Ryan White HIV Planning Council?" were exactly half yes and half no. For the question "Who do you think is most at risk for getting HIV?" most respondents indicated that all people are susceptible to the virus. The Vice Chair commented that people were more engaged when she went to them with the survey and started a conversation with them than when members wait for event-goers to come to the table.

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6. GRANTEE REPORTS

The new fiscal year began on March 1, 2017. The Federal budget will end toward the end of April, and a new budget will take effect. As yet, its impact on Ryan White's funding level is unknown. An alternative to the Affordable Care Act was released yesterday, and it will impact this community but the extent to which it does is still unknown. This will remain a topic of discussion going forward and will come up in the community.

7. PUBLIC COMMENT

None.

8. AGENDA ITEMS/TASKS FOR NEXT MEETING: **Date:** April 4, 2017 **Venue:** A-337

<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>
CEC Work Plans, Policies and Events	ACTION ITEM: Review, discuss and approve new work plans
CEC Training	ACTION ITEM: Participate in training of the Broward EMA Ryan White Parts

9. ANNOUNCEMENTS

None.

10. ADJOURNMENT

Without objection, the meeting was adjourned at 4:27 p.m.

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Community Empowerment Committee Attendance 2017

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	3	C	7										
		1	1	1	Arencibia, Y.	X		A									
1		0	2	2	Bhrangger, R.	X		X									
1	1	1	3	3	Burgess, D.	A		E									
		0	4	4	Fleurinord, P., <i>V. Chair</i>	X		X									
		0	5	5	Franks, H.	X		X									
1		1	6	6	Katz, H.B.	A		X									
1		0	7	7	Lint, A.	X		X									
1		0	8	8	Marcoviche, W.	X		X									
1		2	9	9	Parker, P.	A		A									
		0	10	10	Robertson, L., <i>Chair</i>	X		X									
1	1	1	11	11	Robertson, P.	A		X									
					Quorum = 7	7											

Legend:

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

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COMMUNITY EMPOWERMENT COMMITTEE Policies and Procedures

Policies

The Community Empowerment Committee (CEC) shall inform and empower the community, and particularly individuals with HIV disease, to become involved in the decision making of HIV policies and processes, quality assurance programs and grievance procedures with Broward County.

The Committee shall actively recruit and encourage the public, and particularly people with HIV disease, to take a more active role in the decision making process of the Broward County HIV Health Services Planning Council (Council).

The Committee shall provide a forum for the discussion of Council agenda items and items of concern. This will provide an opportunity to gain a better understanding of issues.

The Committee will develop policies to encourage participation of consumers in Council activities.

Procedures

The Committee will utilize available resources to promote and market Council activities and events.

By utilizing the resources, the Committee will host community outreach meetings and community events as outlined in the annual work plan.

The Committee will also collaborate with various community partners to host outreach events and activities to enhance their presence in the community.

The Committee will review, and provide a consumer perspective to the Council on policies, processes, and documents.

Membership

Prospective members of the CEC shall complete a Standing Committee application to be returned to Planning Council Staff or the Committee Chair. Council Committee Chairs shall appoint, with the approval of the Council, the members of each committee. Committee membership should reflect the demographics of the local epidemic and consideration shall be given to race, ethnicity, self-acknowledged HIV-positivity, and gender.

Membership should include Ryan White consumers, community stakeholders and individuals infected and affected by the disease to ensure that diverse consumer input and participation are included in all Planning Council and committee activities.

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COMMUNITY FORUM

Community Empowerment Committee & Black Treatment Advocacy Network (BTAN)

April 26, 2017

Speak Up...Speak Out!

Please join us at our next community forum to share your experiences with:

- Ryan White Services
- Managing your overall health
- Difficulties with accessing the care you need
- Taking your medications
- Experiences living with HIV

HELP US

*Improve how
you receive
Ryan White
Services
in Broward!*



DINNER WILL BE PROVIDED TO ALL PARTICIPANTS!

WHEN:

April 26, 2017 at
5:30 pm

WHERE:

African American
Research Library
2650 Sistrunk Blvd,
Fort Lauderdale
33311

For more information/to RSVP, please contact: hivpc@brhpc.org (954)561-9681 ext. 1343 or 1295