



MEETING AGENDA

COMMITTEE: Community Empowerment Committee

Date/Time: April 3, 2018, 3:00 p.m.

Location: Governmental Center Room A-337

Chair: Yahaira Barrientos **Vice Chair:** Pat Fleurinord

1. **CALL TO ORDER:** *Welcome, Review meeting ground rules, Statement of Sunshine, Introductions, Moment of Silence, Public Comment*
2. **APPROVALS:** 4/3/18 Agenda, 2/6/18 Minutes
3. **STANDARD COMMITTEE ITEMS**
 - a. Testimonials
4. **UNFINISHED BUSINESS**
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>
FY2018 CEC Work Plan (Handout A-B)	ACTION ITEM: Review and Approve FY2018 CEC Work Plan
April Training/Education Session	ACTION ITEM: Plan for participation in National Transgender HIV Testing Day event on April 18 th .

6. **RECIPIENT REPORTS**
7. **PUBLIC COMMENT**
8. **AGENDA ITEMS/TASKS FOR NEXT MEETING: Date:** May 1, 2018 **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>
PSRA Service Category Priority Rankings	ACTION ITEM: Priority rank Part A & MAI service categories; send recommendations to PSRA

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 AGENDA

COMMITTEE: Community Empowerment Committee

Date/Time: February 6, 2018, 3:00 p.m.

Location: Governmental Center Room A-337

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

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

- 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. A moment of silence was observed.

2. APPROVALS:

Motion #1: To approve 2/6/18 meeting agenda
Proposed by: Franks, H. **Seconded by:** Bhrangger, R.
Action: Passed Unanimously

Motion #2: To approve 11/7/17 meeting minutes
Proposed by: Franks, H. **Seconded by:** Robinson, P.
Action: Passed Unanimously

3. STANDARD COMMITTEE ITEMS

- Testimonials: None.

4. UNFINISHED BUSINESS

None.

5. MEETING ACTIVITIES/NEW BUSINESS

- FY2017 Work Plan and FY2017 Committee Activities Overview: The members reviewed the Committee's progress toward completing the FY2017 CEC work plan. They discussed the completion of ranking Part A services in June, the Chill, Chat and Chew community forum in May, and the use of the outreach survey at World AIDS Day and other events. However, not the CEC did not hold any education or training sessions in FY2017. While the committee planned to host trainings, and began work on some topics, the logistics of events hinders their implementation. PC Staff asked the members to be mindful of their goals to hold trainings and

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education forums in FY2018, and make planning and implementing those events a priority. The group talked about ways to increase community participation in outreach and education events, including increasing collaboration with the HIVPC's Membership/Council Development Committee (MCDC) and other community organizations. Outreach events can be held on HIV Awareness Days, and leverage the captive audience and activities already occurring around Broward. A member suggested reaching out to consumers who have filed grievances against the Part A system to ask them about system issues, and members agreed that it could be helpful to include other voices in the discussion. The members discussed how their work was addressed in the yearly Part A grant, which asks about consumer and community input in the PSRA and planning processes. The Integrated Workgroup is thinking of holding a community feedback forum, which could be a good opportunity for CEC to get consumer feedback and input on Part A services.

A member expressed concern regarding the perception of HIV+ individuals on the HIVPC, and with the recent HIVPC elections process. PC Staff explained that the recent elections were unusual in that there was only one candidate for each leadership category, but assured the member that the Nominating Committee had reviewed the process and made recommendations for the next election.

- b. FY2017 CEC Evaluation and FY2018 CEC Goals: The CEC members completed a FY2017 CEC committee evaluation, and discussed their responses.
- i. Meeting Effectiveness: Most of the members rated the meeting effectiveness with scores of 4 or 5 (1- not effective, 5-very effective). The members noted that to increase meeting effectiveness there could be more information and feedback collected from the community to adequately understand and address their needs, including bringing more people to the table and conducting more outreach surveys.
 - ii. Committee Leadership: Most of the members rated the Chair's leadership with scores of 4 or 5 (1- not well, 5-very well). The Chair himself said he thinks chairs need to be more engaged in terms of agenda setting and meeting facilitation. He encouraged members to speak up and bring in more feedback from the community to the group.
 - iii. Member Participation: The members rated their participation between 3-5 (1- not well, 5-very well). They discussed ways they could increase participation and preparedness, including: come to the meetings early, reviewing the agenda and minutes ahead of time, asking questions in the meetings and following up with Staff through email. Some members noted that they needed to update their contact information.
 - iv. Community Engagement: Most of the members rated the Chair's leadership with scores of 4 or 5 (1- not well, 5-very well). The members discussed ways to improve community engagement, including planning ahead for National HIV Awareness Days and collaborating with local organizations and continue collecting community feedback through various outlets.
 - v. FY2018 CEC Goals:
 1. Community Training and Education: Educate clients on Part A services and the HIV system of care. Educate CEC members on HIV specific subject matter and Part A system workings. Host quarterly education sessions for on hot topics for CEC members (A guest stated that she may be able to help lead HIV related topics).
 2. Host a minimum of 2 outreach and 2 educational activities in FY2018.

6. GRANTEE REPORTS

The Integrated Plan has completed its first year in the implementation phase. The Integrated Workgroup (IW) is currently developing a communication plan to educate the community and stakeholders on the Plan and its progress. The Plan is a fluid document, and the integrated planning partners are starting to revise the Action Plan for Year 2. The CEC members asked about the progress of the Test and Treat Program since its implementation in May, and requested information on how many clients were seen, how many were newly diagnosed, and how many were reengaging in care.

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7. PUBLIC COMMENT

None.

8. AGENDA ITEMS/TASKS FOR NEXT MEETING: **Date:** March 6, 2018 **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>
FY2018 Committee Work Plan	ACTION ITEM: Review and approve FY2018 CEC Work Plan

9. ANNOUNCEMENTS

- The Pride Center is hosting the Black Art Awakening Exhibit for National Black HIV/AIDS Awareness Day.
- For the National Week of Prayer there will be a healing gospel concert at the Sunshine Cathedral March 10th.
- Sisters Organizing to Survive will hold a summit on February 15th -17th during National Women and Girls Day
- There will be a Method HIV Workshop, 6:30 p.m. today at Pride Center.

10. ADJOURNMENT

Without objection, the meeting was adjourned at 4:40 p.m.

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CEC ATTENDANCE CY 2018

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

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
Z - resigned
R - removal letter

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FY 2018-19 Community Empowerment Committee Work Plan

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 capacity in communities throughout the EMA through community mobilization, education/awareness, and resource and information sharing. Host at least 2 outreach activities & 2 education events in FY18.

Objective 1: Increase Consumer education and overall knowledge of the Committee's role in the HIVPC

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
1.1 Participate in quarterly trainings on topics such as the HIV Care Continuum, viral load suppression, HIVPC 3 Guiding Principles, PLWHA advocacy and leadership	Quarterly	Staff/Facilitator	Educate CEC members and Consumers	Invite experts and HIV Community Partners to provide training and education sessions		X		X				X		X		X
1.2 Priority rank Part A and MAI Service Categories and send recommendations to PSRA	Annually	Staff/Grantee	Data driven PSRA process	Receive presentation on Part A utilization and historical trends. Data: Part A Scorecards; Historical epi data			X									

Objective 2: Increase community engagement to promote education and awareness to affirm support for PLWHA (Integrated Plan Strategy 3.2.a)

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
2.1 Create forums for Community Summits to identify strengths, challenges, opportunities and barriers for individuals living with HIV in Broward County (YEAR 1)	Bi-Annually	IW/CEC	Achieve a more coordinated response to the local HIV epidemic	a. Coordinate with HIV stakeholders (e.g. BTAN, Latinos En Accion, SFAN) 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) b. Provide presentations by HIV experts (AETC, NQC) to educate community members on emerging issues in HIV, including accessing Ryan White services c. Provide non traditional activities (not specific to "HIV") at Summit to better engage participants d. Request feedback from attendees regarding barriers and stigma in the HIV/AIDS community through surveys to document feedback and follow up with participants.				X						X		
2.2 Identify emerging leaders representative of the HIV community who are willing to participate in leadership activities (Integrated Plan Strategy 3.2.c) (YEAR 2)	Ongoing	IW/CEC/MCDC	Increase leadership opportunities for individuals living with HIV	Utilize continuous outreach through community forums and events to identify emerging leaders. Emphasize selection of Ryan White consumers who would be willing to participate in leadership activities.											X	
2.3 Promote opportunities for advocacy and leadership within the HIV Community (Integrated Plan Strategy 3.2.c) (Year 2-5)	Ongoing	IW/CEC	Increase leadership opportunities for individuals living with HIV	Develop Leadership Series for identified Ryan White consumers and leaders in the HIV Community. Series should be CEC/Consumer led and focus on topics such as advocacy, letter writing and leadership. Each Series should have a graduation ceremony or recognition program for participants, and such event should coincide with national HIV recognition days, if applicable.												X
2.4 Analyze survey results for each community event, including outreach, trainings and community forums	Bi-Annually	Staff/CEC	Monitor progress of Network goal	Determine successes and failures of each event. Provide results in annual CEC Evaluation. 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	

Objective 3: Provide networking and communication opportunities to address the epidemic (Integrated Plan Strategy 4.1.d)

Activities	Frequency	Responsible Party	Outcomes	Action Items/Data Prep	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
3.1 Use Needs Assessments, SOC, QM and PSRA recommendations to coordinate feedback mechanisms that address HIV prevention, stigma and treatment (YEAR 1-5)		CEC	Utilize feedback in PSRA process and other identifiers	Host events for target groups based on defined data collection focus								X				
3.2 Develop and implement education and awareness strategies that incorporate results from feedback mechanisms to increase HIV literacy (YEAR 2)		CEC	Reduce HIV-related health disparities and health inequities	Utilize community feedback to develop and implement education and awareness activities in the EMA									X			

National HIV/AIDS Awareness Days

February

- February 7th – National Black HIV/AIDS Awareness Day

March

- March 10th – National Women and Girls HIV/AIDS Awareness Day
- March 20th – National Native HIV/AIDS Awareness Day

April

- April 10th – National Youth HIV & AIDS Awareness Day
- April 18th – National Transgender HIV Testing Day

May

- May 18th – HIV Vaccine Awareness Day
- May 19th – National Asian & Pacific Islander HIV/AIDS Awareness Day

June

- June 5th – HIV Long-Term Survivors Day
- June 27th – National HIV Testing Day

September

- September 18th – National HIV/AIDS and Aging Awareness Day
- September 27th – National Gay Men's HIV/AIDS Awareness Day

October

- October 15th – National Latinx AIDS Awareness Day

December

- December 1st – World AIDS Day