



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

Executive Committee Meeting

Thursday, November 20, 2025 – 12:45 PM
Meeting location: BRHPC and Microsoft Teams

Join Executive Committee Meeting

Meeting ID: 297 439 889 862

Passcode: DW2in3Ga

+1 469-998-5921,,24603527#

Phone conference ID: 246 035 27#

Chair: Lorenzo Robertson • Vice Chair: Von Biggs

This meeting is audio/video recorded.

The Executive Committee conducts Council business, including setting meeting agendas, addressing conflicts of interest, reviewing attendance reports, overseeing integrated HIV prevention and care planning, managing committee work plans, and ratifying removal recommendations.

Quorum for this meeting is 7

DRAFT AGENDA

ORDER OF BUSINESS

1. Call to Order/Establishment of Quorum
2. Welcome from the Chair
 - a. Meeting Ground Rules
 - b. Statement of Sunshine
 - c. Introductions & Abstentions
 - d. Moment of Silence
3. Public Comment
4. **ACTION:** Approval of Agenda for November 20, 2025
5. **ACTION:** Approval of Minutes for October 16, 2025 (**Handout A**)
6. Standard Committee Items
 - a) **Action Item:** Review and Approve December 4, 2025, HIVPC Agenda, Meeting Materials, and Motions (**Handout B**)
 - b) **Action Item:** Review December 2025 and January 2026 HIVPC Calendar (**Handout C1, C2**)
7. Discussion Items:
 - a) Nomination Process (**Handout D**)
 - i. **Action Item:** Review & Approve Slate of Candidates (**Handout E**)
 - ii. **Action Item:** Review & Approve FY 2026-2027 Executive Committee Workplan (**Handout F**)

- iii. **Action Item:** Appoint Planning Council members to serve on the Integrated Planning Workgroup for 2027-2031 Cycle ([Handout G](#))

8. Unfinished Business: None
9. New Business
- a) **Update:** 2026-2028 Election Cycle – December 4th Activities.
10. Recipient Report
11. Data Request
12. Public Comment
13. Agenda Items for Next Meeting
14. **Next Meeting Date:**
- January 15, 2026, at 12:45 p.m. (Regular Meeting) LOCATION: Broward Regional Health Planning Council and via Microsoft Teams Videoconference
 - January 15, 2026, at 2:45 p.m. (Election Certification) LOCATION: Broward Regional Health Planning Council and via Microsoft Teams Videoconference
15. Agenda Items for next meeting
- Review and approve the March 26, 2026, HIVPC Agenda, Meeting Materials, and Motions
 - Review of the February and March 2026 HIVPC Calendars
 - Final review of the February 26th HIVPC Retreat agenda
16. Announcements
17. 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 • Nan H. Rich • Alexandra P. Davis • Michael Udine • Robert McKinzie • Hazelle P. Rogers

[Broward County Website](#)





November 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	3	4 Community Empowerment Committee Meeting (CEC) 3:00PM– 5:00PM Location: BRHPC/MS Teams	5	6 System of Care Committee Meeting (SOC) 9:30AM – 11:30AM Location: BRHPC/MS Teams	7 Medical Case Management Network Meeting (CQM) 2:30PM–4:30PM	8
9	10	11  BRHPC Office Closed	12 Minority AIDS Initiative Subcommittee Meeting 2:00PM – 4:00PM Locations: BRHPC/MS Teams	13 Oral Health Network Meeting (CQM) 3:00PM–4:15PM	14	15
16	17 Quality Management Meeting (QMC) 12:30PM– 2:30PM Location: BRHPC/MS Teams	18	19	20 Priority Setting and Resource Allocation Committee Meeting 9:30AM – 11:30AM Location: BRHPC/MS Teams Executive Committee Meeting 12:45PM – 2:45PM Location: BRHPC/MS Teams	21	22
23	24	25	26	27  BRHPC Office Closed	28  BRHPC Office Closed	29
30 CAN Community Health World AIDS Day Concert Las Olas Oceanside Park, Ft. Lauderdale 6:00 PM – 9:00 PM						

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**.



November 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](https://www.browardhivpc.org) 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 living with and affected by 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.



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Executive Committee

Thursday, October 16, 2025 – 12:45PM

Meeting at Broward Regional Health Planning Council and via Microsoft Teams

DRAFT MINUTES

Executive Members Present: E. Chery-Davis (CEC Vice-Chair), V. Biggs (HIVPC Vice-Chair), B. Fortune-Evans (QMC Chair), F. D'Amore (QMC Vice-Chair), B. Barnes (PSRA Chair), K. Hayes (SOC Vice-Chair), J. Castillo (SOC Chair), M. Schweizer (PSRA Vice-Chair)

Members Absent: T. Moragne (MCDC Chair), K. Creary (MCDC Vice-Chair), L. Robertson (HIVPC Chair), S. Tinsley (CEC Chair)

Ryan White Part A Recipient Staff Present: R. Pena, J. Roy

Planning Council/Clinical Quality Support Staff Present: G. Berkely, M. Lacroix, D. Liao, S. Isidore, M. Rosiere

Guests Present: G. Asho, K. Gajraj, J. Saboe-Rodriguez

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

The Executive Committee Chair called the meeting to order at **12:50PM**. and welcomed all meeting attendees. The Chair notified attendees that the Executive Committee meeting is based on Florida's "Government-in-the-Sunshine Law and meeting reporting requirements, including the recording of minutes. In addition, he 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 Executive Committee members, Recipient staff, PCS/CQM staff, and guests by roll call, and a moment of silence was observed.

2. Public Comment

The Public Comment portion of the meeting is intended to allow the public to express opinions about items on the meeting agenda or to discuss other matters about HIV/AIDS services in Broward County. *No public comments were made.*

3. Meeting Approvals

M. Schweizer moved to approve the Executive Committee agenda for October 16, 2025. The motion was seconded B. Fortune-Evans and passed unanimously approved.

The approval for the minutes of the August 21, 2025 meeting was proposed by F. Amore seconded M. Schweizer and passed unanimously.

Motion #1: M. Schweizer on behalf of the Executive Committee, moved to approve the October 16, 2025 agenda. B. Fortune-Evans seconded the motion. The motion was unanimously approved.

Motion #2: F. D'Amore, on behalf of the Executive Committee, made a motion to approve August 21, 2025, Executive Committee meeting minutes. The motion was seconded by

M. Schweizer and adopted unanimously.

4. Standard Committee Items

a. Review and Approve October 23, 2025, HIVPC Agenda, Meeting Materials and Motions

The committee reviewed the October HIVPC agenda, meeting materials, and motions with no further comments.

Motion #3: J. Castillo, on behalf of the Executive Committee, made a motion to approve October 23, 2025 HIVPC meeting agenda. The motion was seconded by M. Schweizer, and adopted unanimously.

The committee reviewed the October calendar and had no additional comments or corrections.

5. Discussion Items

a. Action Item: Review Member of the Quarter Results for Quarter 2 FY 2025-2026

M. Lacroix presented the Member of the Quarter results for Quarter 2 of FY 2025–2026, announcing F. D'Amore as the recipient. The committee congratulated her and noted that the award will be presented at the October General Body meeting next week. Following this, the committee proceeded with a motion.

Motion #4: M. Schweizer, on behalf of the Executive Committee, made a motion to approve Franchesca D'Amore as winner of Member of Quarter for Quarter 2 FY2025-2026. The motion was seconded by B. Fortune-Evans and adopted unanimously.

b. Nomination Process

a. Discussion: Online Voting Procedures and Methods of Campaigning

M. Lacroix reviewed the online voting procedures outlined in the Nomination Policies and Procedures. She then explained the approved methods of campaigning, noting that the Planning Council Support Staff will assist in facilitating the process to ensure compliance with Sunshine Laws. She also mentioned that candidates may submit their headshots and campaign statements. The committee had no further questions following the discussion.

b. Action Item: Selecting Member Roles and Responsibilities: Committee members not seeking election

M. Lacroix reviewed the member roles and responsibilities, emphasizing that candidates may not hold certain positions to avoid conflicts of interest. After the review, Vice-Chair V. Biggs opened the floor for members to nominate themselves for available positions. Following the selection process, a motion was made.

Nomination and Election Facilitator: Jose Castillo

Campaign Presentation Moderator: Bisiola Fortune-Evans

Timekeeper: Franchesca D'Amore

Vote Presenter: Edna Chery-Davis

Alternate: Dr. Mark Schweizer

Motion #5: B. Fortune-Evans, on behalf of the Executive Committee, moved to approve all selected member roles and responsibilities for the upcoming 2026–2028 HIVPC Chair and Vice-Chair election. The motion was seconded by F. D'Amore and passed unanimously.

c. Discussion: Explanation of Nominating Process During the October 23rd General Body Meeting

M. Lacroix provided a brief overview of the Nominating Process that will take place at the

October General Body meeting. Following her explanation, the committee had no further questions.

b. **Review and Approve Agenda for HIVPC Retreat**

M. Lacroix reviewed the agenda for the upcoming HIVPC retreat, after which the committee held a brief discussion. B. Fortune-Evans inquired whether the newly elected Chair and Vice-Chair should present at the end of the retreat. G. Berkely noted that their terms begin on March 1st but agreed that it could be considered. V. Biggs asked if someone else could present the epidemiological data, to which G. Berkely responded that Dr. J. Hidalgo already has a report prepared. M. Rosiere added that PCS staff could explore whether a representative from the Health Department would be available to present the data.

c. Unfinished Business

a. **Review:** HIVPC Membership Budget and Reflectiveness; PCS Staff

M. Lacroix reviewed the HIVPC Membership Budget and Reflectiveness. She highlighted areas that are performing well and those that require additional focus. She also provided an update on the formally incarcerated seat. Following the review, the committee had no further comments.

b. **Review:** Committee Workplans; Committee Chairs

- **CEC (E. Chery-Davis):** The committee is up to date and has completed its work plan.
- **SOC (J. Castillo):** Two to three goals remain, but the committee is on target to complete them.
- **MCDC (PCS Staff):** The committee is on track, with a few remaining items to complete, and is currently working on its annual membership drive.
- **PSRA (B. Barnes):** The committee is on target to complete its work plan. This year, they adjusted their ranking and allocation process by referencing the previous year's data, which proved beneficial. They also delved deeper into consumer feedback during the Listening Tour. The committee has begun developing the work plan for the next fiscal year, which will be reviewed and approved at the November meeting.
- **QMC (B. Fortune-Evans):** The committee is on track, with only a few items left to complete. In October, QMC will collaborate with PSRA.
- **EXEC (V. Biggs):** The committee is on target, with a few remaining items to be completed today.

c. **Update:** September 16th Integrated Planning Workgroup Meeting

M. Lacroix presented the proposed *Integrated HIV Prevention and Care Planning Timeline*. After the review, the committee had no further questions.

d. **Discussion:** CAN Community Health World AIDS Day Event: Ft. Lauderdale: No Day but Today, Sunday, November 30th at Las Olas Park

V. Biggs opened the floor to CAN Community Health representatives to share information about their upcoming World AIDS Day event, "No Day but Today." K. Gajraj, CAN Community Representative, stated that the event is expected to draw approximately 3,000 attendees and is anticipated to be the largest World AIDS Day event in Broward County. He noted that the event has received city approval, planning is well underway, and CAN would welcome Planning Council participation. G. Asho, another CAN Community Representative, added that a 10x10 tent space with chairs will be provided for those tabling, and the Planning Council's participation will be free of charge. She also shared that VIP tickets are available for \$150 and general admission tickets for \$10. Following the presentation, the committee held a brief discussion.

B. Fortune-Evans questioned why the item was included as a discussion topic, noting it could have been presented as an announcement rather than an agenda item. B. Barnes

clarified that concerns about agenda items should be raised during the agenda approval process. M. Schweizer and B. Fortune-Evans both expressed concern that some clients might not be able to afford the \$10 general admission fee and asked if accommodations could be made. K. Gajraj responded that organizers aim to make the event as accessible as possible, with some attendees receiving discounted tickets at \$5. F. D'Amore suggested that CAN Community Health provide ten complimentary tickets to be raffled off at an upcoming community event, and the representatives agreed. Following the discussion, the committee proceeded with a motion.

Motion #6: J. Castillo, on behalf of the Executive Committee, moved to add the CAN Community Health World AIDS Day Event: Ft. Lauderdale: “No Day but Today” onto the upcoming October HIVPC General Body meeting. The motion was seconded by K. Hayes and passed unanimously.

d. New Business: None

e. Recipient's Report

J. Roy, Part A Representative, provided a brief verbal report, noting that monitoring activities will begin soon and conclude in February 2026. Agencies can expect to receive notification letters in the near future. She also shared that the Recipient Office has adopted a more integrated approach to ACA open enrollment this year. The office has finalized its informational pamphlet outlining available services in Broward County, and distribution to providers has already begun.

f. Public Comment

The Public Comment portion of the meeting is intended to allow the public to express opinions about items on the meeting agenda or to discuss other matters about HIV/AIDS services in Broward County. There was no public comment.

g. Agenda Items for Next Meeting

- **Next Meeting Date:** November 20, 2025, at 12:45PM. **LOCATION:** Broward Regional Health Planning Council and via Microsoft Teams Videoconference

Agenda Items for next meeting

- a. Review and approve December 4, 2025, HIVPC Agenda, Meeting Materials, and Motions
- b. Review of the December 2025 HIVPC Calendar

h. Announcements

- **Voices of the Community: Listening Tour Session #3** – Monday, October 20, 2025, from 4:30 PM to 7:30 PM at Gilda's Club (4850 W. Prospect Road, Fort Lauderdale, FL 33309). This session provides clients with an opportunity to share their experiences, concerns, and recommendations related to the Ryan White system. [Click here to register!](#)
- **Silver Pride Connection:** A meeting will be held on November 14th from 12:00 PM to 2:00 PM to discuss Alzheimer's and Dementia. Registration is required to attend.

i. Adjournment

There being no further business, the meeting was adjourned at **2:00PM**.

Executive Committee for CY 2025

Count	Meeting Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
	Meeting Date	16	20	20	17	15	18	17	21	C	16			
1	Barnes, B.	X	X	X	X	X	X	X	X	C	X			
2	Biggs, V., V. Chair	A	X	X	X	X	X	X	X	C	X			
3	Castillo, J	X	X	A	A	X	X	X	X	C	X			
4	D'Amore, F.	X	X	A	X	X	A	X	X	C	X			
5	Fortune-Evans, B.	X	X	X	X	X	X	X	X	C	X			
6	Hayes, K.	X	X	X	X	X	X	X	X	C	X			
7	Moragne, T.	X	X	X	X	A	X	A	X	C	A			
8	Robertson, L., Chair	X	X	X	E	X	X	X	X	C	A			
9	Tinsley, S.	X	X	A	X	X	X	X	X	C	E			
10	Schweizer, M.	E	X	X	A	X	A	X	A	C	X			
11	Chery-Davis, E.				N	X	X	X	A	C	X			
12	Creary, Karen							X	X	C	A			
	Wilson, I.	A						R						R
	Foster, V.							Z						Z
	Quorum = 7	8	10	7	7	10	9	11	10	C	8			

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

Executive Committee Meeting Minutes – October 16, 2025 - Minutes prepared by

PCS Staff



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(954) 561-9681 • FAX (954) 561-9685

Broward County HIV Health Services Planning Council Meeting

Thursday, December 4, 2025 – 9:30AM

Meeting at Broward Regional Health Planning Council and Microsoft Teams

[Click to Join the HIVPC General Body Meeting](#)

Meeting ID: 273 316 500 415

Passcode: 8AH6AW2B

Dial in by phone

[+1 469-998-5921, 978420177#](#) United States, Dallas

[Find a local number](#)

Phone conference ID: 978 420 177#

Chair: Lorenzo Robertson • Vice Chair: Von Biggs

This meeting is audio and video recorded.

Quorum for this meeting is 14

DRAFT AGENDA

ORDER OF BUSINESS

CALL TO ORDER/ESTABLISHMENT OF QUORUM

WELCOME FROM THE CHAIR

- a) Meeting Ground Rules
- b) Statement of Sunshine
- c) Introductions & Abstentions
- d) Moment of Silence

PUBLIC COMMENT

ACTION: Approval of Agenda for December 4, 2025

ACTION: Approval of Minutes for October 23, 2025 (**[Handout A](#)**)

FEDERAL LEGISLATIVE REPORT– Attorney Marty Cassini, Broward County Intergovernmental Affairs Office

STANDARD COMMITTEE ITEMS

CONSENT ITEMS

- a. Motion to approve the FY2026-2027 Community Empowerment Committee Work Plan (**[Handout B](#)**)

Justification: The work plan was approved by the Community Empowerment Committee during its November 4, 2025, meeting.

PROPOSED BY: Community Empowerment Committee

- b. Motion to approve the FY2026-2027 System of Care Committee Work Plan (**Handout C**)
Justification: The work plan was approved by the System of Care during its November 6, 2025, meeting.

PROPOSED BY: System of Care Committee

- c. Motion to approve the FY2026-2027 Quality Management Committee Work Plan (**Handout D**)
Justification: The work plan was approved by the Quality Management Committee during its November 17, 2025, meeting.

PROPOSED BY: Quality Management Committee

- d. Motion to approve the FY2026-2027 Priority Setting and Resource Allocation Committee Work Plan (**Handout E**)
Justification: The work plan was approved by the Priority Setting and Resource Allocation Committee during its November 20, 2025, meeting.

PROPOSED BY: Priority Setting and Resource Allocation Committee

- e. Motion to approve the FY2026-2027 Executive Committee Work Plan (**Handout F**)
Justification: The work plan was approved by the Executive Committee during its November 20, 2025, meeting.

PROPOSED BY: Executive Committee

DISCUSSION ITEMS

- a. **Action Item:** Motion to approve FY2025-2026 Reallocation/Sweeps – Cycle 2

Part A Core Services: To Sweep From

- i. Motion to reallocate \$XXX,XXX from the Ambulatory (Integrated Primary Care and Behavioral Health) Services.
Justification: Underutilization in this service category.
PROPOSED BY: Priority Setting and Resource Allocation Committee
- ii. Motion to reallocate \$XXX,XXX from AIDS Pharmaceutical Assistance
Justification: Underutilization in this service category.
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iii. Motion to reallocate \$XXX,XXX for Oral Health Care (Specialty)
Justification: Underutilization in this service category.
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iv. Motion to reallocate \$XXX,XXX for Medical Case Management (Disease Case Management) FY2025-2026.
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- v. Motion to reallocate \$XX,XXX for Mental Health Trauma-Informed FY2025-2026.
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- vi. Motion to reallocate \$XXX,XXX for Substance Abuse-Outpatient
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee

Part A Support Services: To Sweep From

- i. Motion to reallocate \$XX,XXX for Non-Medical Case Management (Case Management)
Justification: Underutilization in this service category

- ii. PROPOSED BY: Priority Setting and Resource Allocation Committee
Motion to reallocate \$XXX,XXX for Food Services (Food Bank)
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iii. Motion to reallocate \$XX,XXX for Food Services (Food Vouchers)
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iv. Motion to reallocate \$X,XXX for Emergency Financial Services
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- v. Motion to approve **total sweep** from Part A Core and Support Services of **\$X,XXX,XXX**
PROPOSED BY: Priority Setting and Resource Management Committee

Part A Core Services: To Sweep To

- i. Motion to sweep in \$XX,XXX for Ambulatory (Integrated Primary Care and Behavioral Health Services)
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- ii. Motion to sweep in \$XXX,XXX for Oral Health Care (Routine)
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iii. Motion to sweep in \$XXX,XXX for Medical Case Management (Disease Case Management).
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Management Committee
- iv. Motion to sweep in \$100,000 for Medical Nutrition Therapy
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee

Part A Support Services: To Sweep To

- i. Motion to sweep in \$XX,XXX for Non-Medical Case Management (Centralized Intake and Eligibility Determination).
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- ii. Motion to sweep in \$XXX,XXX for Non-Medical Case Management (Case Management)
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iii. Motion to sweep in \$XXX,XXX for Food Services (Food Bank)
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iv. Motion to sweep in \$XXX,XXX for Emergency Financial Assistance
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- v. Motion to approve **total sweep to** Part A Core and Support Services of **\$X,XXX,XXX**

MAI Core and Support Service: To Sweep From

- i. Motion to reallocate \$XX,XXX for MAI Ambulatory
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- ii. Motion to reallocate \$XX,XXX for MAI Non-Medical Case Management (Case Management)
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iii. Motion to approve **total sweep from** MAI Core and Support Services of **\$XX,XXX**
Justification: Underutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee

MAI Core and Support Service: To Sweep To

- i. Motion to sweep in \$XXX,XXX for MAI Substance Abuse-Outpatient
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- ii. Motion to sweep in \$XXX,XXX for MAI Non-Medical Case Management (Case Management)
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iii. Motion to sweep in \$XX,XXX for MAI Non-Medical Case Management (Centralized Intake and Eligibility Determination)
Justification: Overutilization in this service category
PROPOSED BY: Priority Setting and Resource Allocation Committee
- iv. Motion to approve **total sweep** to MAI Core and Support Services of **\$XXX,XXX***
PROPOSED BY: Priority Setting and Resource Allocation Committee
**Note: Increase in MAI "sweep to" amount is from carryover fund*

OLD BUSINESS

- a. None

NEW BUSINESS

a. FY2026-2028 Election of Chair & Vice-Chair

- i. **Question & Answer Session of Candidates; Campaign Presentation**
Moderator, Bisiola Fortune-Evans and Timekeeper; PCS Staff (10 Minutes per Candidate)
 - i. **Chair**
 - 1. Von Biggs
 - 2. Shawn Tinsley
 - ii. **Vice-Chair**
 - 1. Franchesca D'Amore
 - 2. Lorenzo Robertson
 - 3. Shawn Tinsley

- b. **Presentation:** *HIV Health Services Planning Council World AIDS Day Memorial 2025: Honoring Members We've Lost: Broward County; PCS Staff*

COMMITTEE REPORTS

a) **Community Empowerment Committee (CEC)**

Chair: Shawn Jackson • Vice Chair: Edna Chery-Davis

November 4, 2025

- i. **Work Plan Item Update/Status Summary:** The Community Empowerment Committee reviewed and approved its FY2026–2027 Work Plan and continued discussions on upcoming outreach events for World AIDS Day.
- ii. **Data Requests:** None.
- iii. **Rationale for Recommendations:** None.
- iv. **Data Reports/Data Review Updates:** None.
- v. **Other Business Items:** None.
- vi. **Agenda Items for Next Meeting:** To be Determined.
- vii. **Next Meeting Date:** January 6, 2026, at 3:00 PM at **Broward Regional Health Planning Council** and via Microsoft Teams Videoconference

b) **System of Care Committee (SOC)**

Chair: Jose Castillo • Vice Chair: Kendra Hayes

November 6, 2025

- i. **Work Plan Item Update/Status Summary:** The committee received an update from the Recipient Office on the System Mapping project, reviewed a data presentation comparing non-medical case management and programs like CIED in Broward County to other Florida EMAs, and provided feedback on the Provider Capacity and Capability Survey.
- ii. **Data Requests:** None.
- iii. **Rationale for Recommendations:** None
- iv. **Data Reports/Data Review Updates:** None
- v. **Other Business Items:** None
- vi. **Agenda Items for Next Meeting:** To be Determined.
- vii. **Next Meeting date:** Tuesday, January 6, 2025, at 9:30 AM at **Broward Regional Health Planning Council** and via Microsoft Teams Videoconference

c) **Membership/Council Development Committee (MCDC)**

Chair: Dr. Timothy Moragne • Vice Chair: Karen Creary

Next Scheduled Meeting January 8, 2026 – Meets Quarterly

- i. **Work Plan Item Update/Status Summary:** None.
- ii. **Data Requests:** None.
- iii. **Rationale for Recommendations:** None.
- iv. **Data Reports/Data Review Updates:** None.
- v. **Other Business Items:** None.
- vi. **Agenda Items for Next Meeting:** Review the Quarter 3 “Member of the Quarter” results, evaluate feedback from the QMC/PSRA Listening Tour Session #3, and review and approve the committee’s FY2026–2027 Work Plan.
- vii. **Next Meeting date:** January 8, 2026, at 9:30 AM at BRHPC and via Microsoft Teams Videoconference

d) **Quality Management Committee (QMC)**

Chair: Bisiola Fortune-Evans • Vice Chair: Franchesca D’Amore

November 17, 2025

- i. **Work Plan Item Update/Status Summary:** The committee reviewed and approved the QMC Work Plan for FY2026–2027, received a summary of the Listening Tour Session #3 results, and key updates on Clinical Quality Management and network activities from the CQM Planner.
 - ii. **Rationale for Recommendations:** None.
 - iii. **Data Reports/Data Review Updates:** None.
 - iv. **Other Business Items:** None.
 - v. **Agenda Items for Next Meeting:** To be Determined.
 - vi. **Next Meeting date:** January 12, 2026, at 12:30 PM at **Broward Regional Health Planning Council** and via Microsoft Teams Videoconference
- e) **Executive Committee**
 Chair: Lorenzo Robertson • Vice Chair: Von Biggs
 November 20, 2025
 - i. **Work Plan Item Update/Status Summary:** The committee reviewed and approved its FY2026–2027 work plan, approved the slate of candidates for the FY2026–2028 Planning Council Chair and Vice-Chair election, and appointed the HIVPC members for the HIV Integrated Planning Group Cycle 2027–2031.
 - ii. **Data Requests:** None
 - iii. **Rationale for Recommendations:** None
 - iv. **Data Reports/ Data Review Updates:** None
 - v. **Other Business Items:** None
 - vi. **Agenda Items for Next Meeting:**
 - a. Review and approval January 22, 2026, HIVPC Agenda, Meeting Materials, and Motions
 - b. Review the February and March HIVPC Calendars
 - c. **Next Meeting date:** January 15, 2026, at 12:45 PM at **Broward Regional Health Planning Council** and via Microsoft Teams Videoconference
- f) **Priority Setting & Resource Allocation Committee (PSRA)**
 Chair: Brad Barnes • Vice Chair: Mark Schweizer
 November 20, 2025
 - i. **Work Plan Item Update/Status Summary:** The committee reviewed and approved its FY2026–2027 work plan, conducted Sweeps Cycle 2, reviewed a summary of the Listening Tour Session #3 results, and received a high-level overview of the epidemiological data.
 - ii. **Data Requests:** None.
 - iii. **Rationale for Recommendations:** None.
 - iv. **Data Reports/Data Review Updates:** None.
 - v. **Other Business Items:** None.
 - a. **Agenda Items for Next Meeting:**
 - i. To be determined.
 - ii. **Next Meeting date:** January 15, 2026 at 9:30 AM, **Broward Regional Health Planning Council** and via Microsoft Teams Videoconference
- g) **Ad-Hoc Minority AIDS Initiative Sub-Committee (MAI)**
 Chair: Mark Schweizer • Vice Chair: Shawn Tinsley
 November 12, 2025
 - vi. **Work Plan Item Update/Status Summary:** The committee reviewed the year-long meeting process, examined a summary of findings from each session, and finalized recommendations to forward to the PSRA Committee.

- vii. **Rationale for Recommendations:** Based on data findings, the needs assessment presentation, and input from case managers and Peer Navigators.
- viii. **Data Reports/Data Review Updates:** None.
- ix. **Other Business Items:** None.
- x. **Agenda Items for Next Meeting:** Committee Dissolved.
- xi. **Next Meeting date:** Committee Dissolved.

RECIPIENT REPORTS

- a) Part A ([Handout G](#))
- b) Part B
- c) Part C
- d) Part D
- e) Part F
- f) HOPWA
- g) Prevention – Quarterly Update (April, July, October, January)

DATA REQUEST(S)

PUBLIC COMMENT

AGENDA ITEMS FOR THE NEXT MEETING

- a) Next Meeting Date: January 22, 2026, at 9:30 AM at Broward Regional Health Planning Council (BRHPC) and via Microsoft Teams
- b) Agenda Items for next meeting:
 - a. Announcement of new Chair and Vice Chair for FY2026-2028
 - b. Presentation on the Assessment of the Administrative Mechanism

ANNOUNCEMENTS

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 • Nan H. Rich • Alexandra P. Davis • Michael Udine •
 Robert McKinzie • Hazelle P. Rogers

[Broward County Website](#)



December 2025

Broward HIV Health Services Planning Council Calendar



Handout C1

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.						
Nov 30 CAN Community Health World AIDS Day Concert Las Olas Oceanside Park, Ft. Lauderdale 6:00 PM – 9:00 PM	1  WORLD AIDS DAY 01DEC Tabling 8:30 AM – 4:00PM Broward County Governmental Center WAD Candlelight Walk 5:30 PM Esplanade Park	2 Support Services Network Meeting (CQM) 9:00AM-10:15AM	3	4 HIV Planning Council Meeting 9:30AM – 11:30AM Locations: Broward Government Center/MS Teams	5	6  Light Up Sistrunk Sistrunk Boulevard, Fort Lauderdale 5:00PM – 8:00PM
7	8	9 World AIDS Day Proclamation 9:00 AM Broward County Governmental Center	10	11	12	13
14	15  HAPPY Hanukkah Dec 15 – Dec 22	16	17	18 Priority Setting and Resource Allocation Committee Meeting 9:30AM – 11:30AM Location: MS Teams Only	19	20
21	22	23	24	25  MERRY Christmas BRHPC Office Closed	26 HAPPY KWANZAA (Dec 26 - Jan 1)	27
28	29	30	31  NEW Year's EVE			 GET CARE BROWARD TREAT HIV BEAT HIV RYAN WHITE PART A

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**.



December 2025



Broward HIV Health Services Planning Council Calendar

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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 living with and affected by 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.



January 2026

Broward HIV Health Services Planning Council Calendar



Handout C2

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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				1  BRHPC Office Closed	2	3
4	5	6 System of Care Committee Meeting (SOC) 9:30AM – 11:30AM Location: BRHPC/MS Teams Community Empowerment Committee Meeting (CEC) 3:00PM– 5:00PM Location: BRHPC/MS Teams	7 Oral Health Network 3:00PM-4:15PM	8 Membership/Council Development Committee Meeting (MCDCC) 9:30AM – 11:30AM Location: BRHPC/MS Teams Medical Provider Network 2:30PM-3:45PM	9	10
11	12 Quality Management Meeting (QMC) 12:30PM– 2:30PM Location: BRHPC/MS Teams	13 Behavioral Network 2:00PM-3:15PM	14	15 Priority Setting and Resource Allocation Committee Meeting 9:30AM – 11:30AM Location: BRHPC/MS Teams Executive Committee Meeting 12:45PM – 2:45PM Location: BRHPC/MS Teams Executive Committee Meeting Election Certification 2:45PM Location: BRHPC/MS Teams	16	17
18	19  BRHPC Office Closed	20	21 Quality Network Meeting (CQM) 9:00AM-10:15AM	22 HIV Planning Council Meeting 9:30AM – 11:30AM Locations: BRHPC/MS Teams	23	24
25	26	27 Integrated Planning Workgroup 1:00PM – 4:00PM Location: BRHPC/MS Teams	28	29	30	31  GET CARE BROWARD TREAT HIV BEAT HIV

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January 2026



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2025 AD-HOC NOMINATING COMMITTEE ELECTION TIMELINE

Activity	Proposed Date
Request for members to join the Ad-Hoc Nominations/ByLaws Committee (NBL) at HIVPC meeting.	July 31, 2025
First Ad-Hoc NBL Committee meeting. Discuss the Letter of Intent; Review & approve the nominating procedures, election timeline, and candidate questionnaire.	September 15, 2025
<i>HIVPC Meeting:</i> Procedure, election timeline, & candidate questionnaire approved by HIVPC. Explain that a Letter of Intent will be required once nominations are open.	September 25, 2025
Second Ad-Hoc NBL Committee Meeting: Discuss online voting procedures, methods of campaigning, and NBL member roles. Assignment of NBL member roles and responsibilities. Select an NBL member to explain the roles and responsibilities of chairs and vice chairs to the general body.	October 16, 2025
<i>HIVPC Meeting.</i> Presentation on the roles and responsibilities of the chairs and vice chairs. Nominations are open for the 2026-2028 election of officers. Candidate questionnaire given to all eligible parties interested in running. Explain that a Letter of Intent will be required once nominations are open.	October 23, 2025
Nominations for the 2026-2028 election of officers - CLOSED.	October 30, 2025
Deadline for nominees to submit Letters of Intent.	November 7, 2025
Third Ad-Hoc NBL Committee meeting. Review & approve slate of candidates.	November 20, 2025
Deadline for candidates to submit the candidate questionnaire.	November 27, 2025
<i>HIVPC Meeting.</i> Q&A nominees up to 10 minutes each (a recording of the Q&A session will be made available upon request). Voting instructions will be sent to council members.	December 4, 2025
Early voting opens: email ballot via Alchemer.	December 8, 2025
Voting Closed	January 9, 2026
Fourth Ad-Hoc Nominating Committee meeting. Review election results.	Week of January 12
<i>HIVPC Meeting.</i> Elections results read to the Council.	January 22, 2026
Start of new HIVPC Chair & Vice Chair terms	March 1, 2026



BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL 2026-2028 ELECTION CANDIDATES

HIVPC Chair

Nominee	Nomination Response	Letter of Intent	Candidate Questionnaire
Biggs, Von	Accepted	Submitted	Submitted
Tinsley, Shawn	Accepted	Submitted	Submitted

HIVPC Vice Chair

Nominee	Nomination Response	Letter of Intent	Candidate Questionnaire
Franchesca D'Amore	Accepted	Submitted	Pending
Robertson, Lorenzo	Accepted	Submitted	Pending
Tinsley, Shawn	Accepted	Submitted	Submitted

Candidate Questionnaire Due November 27, 2025



Executive Committee (EXEC) Workplan FY2026-2027

Meeting Time & Frequency: Every third Thursday of the month, from 12:45pm to 2:45pm

Committee Purpose: The Executive Committee meets to conduct the business of the Council and shall: Set the agenda for Council meetings; Address Conflict of Interest issues; Review Membership/Council Development Committee Attendance report; Oversee the planning activities established in the integrated HIV prevention and care plan; Develop and oversee committee work plans that address comprehensive planning goals and objectives; and Ratify recommendations for removal for cause from the Membership/Council Development Committee.

T = On Target B = Behind Target C = Completed

Activity	Description	Action Steps/Deliverable	Responsible Party	Projected Month	Progress	Notes
Objective 1: Oversee Planning Council Operations.						
1.1	Conduct assessment of HIVPC Meeting Evaluation Survey annually.	Review outcomes of surveys regarding meeting logistics, productivity, and areas of improvement.	EXEC	Annually.		
1.2	Review the need for reinstating the By-Laws ad-hoc Committee annually.	Reinstate the Bylaws ad hoc Committee based on pending parking lot items. Identify and appoint Bylaws Chair.	EXEC	August 2026		
1.3	Monitor committee activities to ensure goals and objectives of work plans are met quarterly.	Conduct quarterly review of Committee work plan status to be presented by committee chair/vice chair. Determine Committee progress and make recommendations to Chairs to address unmet goals.	EXEC	Quarterly.		
1.4	Monitor HIVPC membership and discuss strategies to improve reflectiveness quarterly.	Conduct quarterly review of HIVPC and Committee reflectiveness. Determine any needed interventions to address Council and Committee membership needs.	MCDC Chair/Vice Chair	Quarterly.		
1.5	Receive an update on the Membership Recruitment Plan annually.	The Executive members will receive an update on the HIVPC Membership Recruitment plan to be utilized in meeting HRSA recruitment and retention requirements.	EXEC/MCDC	Annually.		
Objective 2: Ensure that the Planning Council participates in integrated planning activities.						



2.1	Receive quarterly updates on the activities of the Integrated Workgroup.	1. Ensure Planning Council Committees' work is reflected of the Integrated Plan. 2. Provide quarterly update during the HIVPC General Body meeting.	Members appointed to the Integrated Workgroup.	Quarterly.		
Objective 3: Implement capacity/leadership development for Planning Council members.						
3.1	Plan annual Planning Council Development training.	Schedule a training for all HIVPC members. Educate members on new/emerging Planning Council/RW Part A updates, HIVPC policies and procedures, leadership development, Integrated Plan, Robert's Rules of Order, Broward County Code of Ethics.	EXEC/PCS Staff	Annual.		

Broward County
HIV Prevention and Care Integrated Planning
Workgroup 2027-2031
Voting Members
As of December 2025

HIVPC

Lorenzo Robertson

Von Biggs

Tom Pietrogallo

Ronald Bhrangger (Alternate)

BCHPPC

Pending

Pending

Pending

Pending

SFAN

Pending

Pending

Pending

Pending

Part A EHE Advisory Body Representatives

Pending

Pending

Pending

Health Insurance Premium Assistance Program

ACA Insurance Open Enrollment

November 1st – December 15th

for Coverage beginning 1/1

December 16th – January 15th

for Coverage beginning 2/1

Step #1: Enroll In an APPROVED Health Insurance Plan (required)

For assistance with enrolling in Insurance: call 1-844-441-4422 or visit: <https://enroll.brhpc.org>

Step #2: Enroll In Premium Assistance @ Enroll.BRHPC.org (required)

- Clients **MUST** directly enroll in the premium assistance program every year at <https://enroll.brhpc.org> or by calling 1-844-441-4422. Anyone who has not directly enrolled in the program will be **disenrolled** for 2026 and **NO future payments** will be made.
- If you are enrolled in **BlueOptions Platinum** (24J01-05, -08, or -21S) or **Silver** (24J01-03 or -19S), you **MUST choose a NEW PLAN** for 2026 to continue receiving premium assistance.

Step #3: Use CVS Copay Card When You Fill A Prescription (required)

For medication copayment assistance, the call Pharmacy Help Desk at 1-800-364-6331

Step #4: Recertify Eligibility Annually & Don't Let It Expire (required)

If your eligibility expires, your **premium payments will no longer be made** by the program.

For State of Florida Drug Assistance Program eligibility assistance, call 1-844-381-2327.

My health insurance works for me.

I got help
choosing an
affordable plan.

Someone can
help you
enroll, too.



My health insurance works for me.

I compared
my options
and found a
plan that was
less expensive
and still met
my needs.



My health insurance works for me.

My plan was
going to cost
more next year.

I got help finding
an affordable
new plan.



BRHPC

For premium assistance program enrollment or payment questions, contact: Broward Regional Health Planning Council or our enrollment partner, American Exchange at 1-844-441-4422.



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

ADAP: AIDS Drugs Assistance Program

Administration HUD: U.S Department of Housing and Urban Development

IW: Integrated Workgroup

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

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

CQI: Continuous Quality Improvement

CQM: Clinical Quality Management

CTS: Counseling and Testing Site

eHARS: Electronic HIV/AIDS Reporting System

EIHA: 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

HIV HSSS: HIV Human Services Software System

HIVPC: Broward County HIV Health Services Planning Council

HOPWA: Housing Opportunities for People with AIDS

HRSA: Health Resources Services Administration

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

NBHD: North Broward Hospital District (Broward Health)

NGA: Notice of Grant Award

NHAS: National HIV/AIDS Strategy

NMCM: Non-Medical Case Management

NOFO: Notice of Funding Opportunity

nPEP: Non-Occupational Post Exposure Prophylaxis

NSU: Nova Southeastern University

nPEP: Non-occupational Post-Exposure Prophylaxis

OAHS: Outpatient Ambulatory Health Services

OHC: Oral Health Care

PCN: Policy Clarification Notice

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

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

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.