Fort Lauderdale / Broward County EMA Broward
County HIV Health Services Planning Council
An Advisory Board of the Broward County Board of County Commissioners
200 Oakwood Lane, Suite 100, Hollywood, FL, 33020 - Tel: 954-561-9681 / Fax: 954-561-9685

Meeting Agenda: Membership/Council Development Committee

Date/Time: October 11, 2018, 9:30 a.m. **Location:** GC-302

Chair: Vincent Foster **Vice Chair:** Vacant

1. **CALL TO ORDER:** *Welcome, Ground Rules, Statement of Sunshine, Introductions, Moment of Silence, Public Comment*

2. **APPROVALS:** 10/11/18 Agenda and 9/13/18 Meeting Minutes

3. **STANDARD COMMITTEE ITEMS**
   a. Review HIVPC Demographics (Handout A)
      ACTION ITEM: Review demographics and identify populations that are over or under represented.
   b. Planning Council and Committee Attendance, Warning Letters, and Removals (Handout B)
      ACTION ITEM: Update on individual member attendance, warnings and removals.
   c. Current Applicants, Interested Parties, and Appointments None.

4. **MEETING ACTIVITIES/NEW BUSINESS**

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.*
HIVPC Committee Vacancies	ACTION ITEM: Receive update on committee vacancies, new members, and make recommendations for additional committee member recruitment.
Policies/Procedures and Member Ethics	ACTION ITEM: Review language pertaining to member conduct and determine how language can be included in MCDC policies and procedures, trainings, etc.

5. **UNFINISHED BUSINESS**
   a. HIVPC Recruitment Materials- Determine next steps for HIVPC promotional/marketing materials (Logo, Taglines, HIVPC website).

6. **RECIPIENT REPORT**

7. **PUBLIC COMMENT**

8. **AGENDA ITEMS/TASKS FOR NEXT MEETING: DATE:** TBD **VENUE:** Gov. Center TBD

Agenda Items/Tasks for next Meeting	*Action to be taken, presentation, discussion, brainstorm etc.*
Post Appointment Training	ACTION ITEM: Host HIVPC Post Appointment Training for new members
New Member Appointments	ACTION ITEM: Review HIVPC applications and make recommendations to HIVPC.

9. **ANNOUNCEMENTS**

10. **ADJOURNMENT**

PLEASE COMPLETE YOUR MEETING EVALUATIONS

THREE GUIDING IDEAS 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

Fort Lauderdale / Broward County EMA
Broward County HIV Health Services Planning Council
An Advisory Board of the Broward County Board of County Commissioners
200 Oakwood Lane, Suite 100, Hollywood, FL, 33020 - Tel: 954-561-9681 / Fax: 954-561-9685

Meeting Agenda: Membership/Council Development Committee
Date/Time: September 13, 2018, 9:30 a.m.
Location: A-335
Chair: Vacant **Vice Chair:** Vincent Foster

ATTENDANCE				
#	**Members**	**Present**	**Absent**	**Grantee Staff**
1	Burgess, D.	**X**		Anderson, T.
2	Foster, V. *Vice Chair*		**X**	Jones, L.
3	Katz, H.B.	**X**		Gold, L.
4	Robertson, P.		**X**	**HIVPC Staff**
5	Shamer, D.	**X**		Johnson, B.
6	Barnes, B. *Acting V-Chair*	**X**		Jolly, J.
	Quorum = 4	**4**		Oratien, V.

1. CALL TO ORDER

The Chair called the meeting to order at 9:40 a.m. Brad Barnes served in the capacity of the Acting Vice Chair and welcomed all present. The MCDC Chair was not present due to emergency. 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. Chairs, committee members, guests, Recipient staff and HIVPC staff self-introductions were made. A moment of silence was also recognized.

2. APPROVALS

Motion #1: To approve 9/13/18 meeting agenda
Proposed by: Katz, H.B. **Seconded by:** Shamer, D.
Action: Passed Unanimously

Motion #2: To approve the 3/8/18 minutes
Proposed by: Katz, H.B. **Seconded by:** Burgess, D.
Action: Passed Unanimously

3. STANDARD COMMITTEE ITEMS

a. Review HIVPC Demographics (Handout A): The Committee members reviewed the HIVPC and Standing Committee member demographics and reflectiveness. We are currently below 12% for males, also there is a severe deficit for black females, more specifically black female consumers. 38% of HIVPC members are unaffiliated consumers. There are no Black female consumers on the HIVPC. The group discussed ways to enhance member recruitment. Support staff expressed that we are in compliance with HRSA, but we still want to work on filling the vacancies to ensure representation around the table. Over the past year there has been a lot of movement in jobs and membership which contributed to the vacancies for mandated seats. There are 7 vacancies, specified on the handout. Currently there are no alternate PC members. During HIVPC meetings, Alternates serve in the capacity of the demographic for members who are not present and have voting privileges during the meeting. There are potential applicants who, if appointed, would fill some of the demographic

vacancies, which will bring the HIVPC reflectiveness closer to the epidemic. Committee reflectiveness was also reviewed, and reflectiveness, vacancies and recruitment were discussed.

b. Planning Council and Committee Attendance (Handout B): The group reviewed the HIVPC Committee attendance for the month of July 2018. There was mention of the member who was removed from CEC due to 4 absences in a calendar year. A brief overview of the attendance policy was provided. The HIVPC Chair was given notice of this member's removal. Removed members are able to rejoin the same committee but only with the approval of the chair of said committee. If they choose, they are also welcome to join another committee, but must complete a committee application and follow all other committee membership protocols. So far in 2018 there have been four warning letters issued and only one-member removal.

c. Current Applicants, Interested Parties, and Appointments:
   1. Ebonni Bryant works with the AIDS Healthcare Foundation in the community engagement capacity and would fill the ASO/CBO vacancy. Ebonni was in attendance at today's meeting. and members asked questions and discussed her interest in becoming a member. Given her background and experience, members believe this candidate would be good on the membership committee as well as the CEC.
   2. Andrew Ruffner, the second applicant, has a background in Social work/Sociology/counseling. He would join the HIVPC as a Non-elected community leader. He is also interested in joining the CEC. Andrew has attended a few committee meetings thus far in addition to attending the CEC Chill & Grill event. Andrew informed MCDC members he is interested in data and how it is used to inform programming and effectiveness. Andrew has experience in HIV prevention and was a part of a community planning group at the state level in Ohio. While his interest is the CEC, he is also open to joining other committees.

Motion #3: To approve Ebonni Bryant for membership
Proposed by: Katz, H.B. **Seconded by:** Burgess, D.
Action: Passed Unanimously

Motion #4: To approve Andrew Ruffner for membership
Proposed by: Katz, H.B. **Seconded by:** Shamer, D.
Action: Passed Unanimously

As next steps, these applicants will go to the full HIVPC for approval at the next HIVPC meeting. Applicants were invited to attend all upcoming HIVPC meetings, but only as general public attendees until official appointment by the Board of County Commissioners. As the bylaws state, 30 days after appointment, new members need to join and an attend committee meetings

4. MEETING ACTIVITIES/NEW BUSINESS

a. Post-Appointment Training: Every newly added member must complete Post Appointment training. There are new members who need to complete training. Training for the two newly appointed HIVPC members needs to be completed by November 2018. Pre-Appointment Training: All potential members are required to go through both a pre and post appointment training session. For the two

applicants who attended today's meeting, they have been offered to complete the pre appointment training at the next MCDC meeting.

b. Member Conduct: The Committee discussed the Sunshine Law and the disclosure of a member's status. As this has been an issue in the past, members have requested for this language to be stated in the policies and procedures, ground rules, appointment trainings or wherever most appropriate. Support staff has added language to the training slides as a part of member conduct, but the MCDC will develop language for the policies and procedures or official ground rules for meetings.
ACTION ITEM**:** Send member conduct language to the committee members so they can look at and modify for next month's meeting. Thursday, October 11th was suggested for the next meeting date.

c. Branding Exercise: A presentation was provided by the Part A Communication Specialist. One of the purposes of the exercise was to figure out how the community perceives the Part A Program and the Planning Council. Questions were asked to see how the group felt about branding. Brand elements were discussed. One goal for Ryan White branding is to reduce the stigma that is connected to HIV. Thinking about who our market is and who we are trying to appeal to is key. at the Communications Specialists gave an example of a survivor support group, in which attendees said they had not heard of the HIVPC, nor had they seen any of marketing/branding materials. It is important to think about and create more engaging ways to brand the HIVPC. MCDC members discussed innovative marketing strategies to be both recognizable and impactful in the community.

5. UNFINISHED BUSINESS

HIVPC Recruitment Materials (Handout C)- With Loren's advice and presentation in mind, support staff led into presenting the proposed new marketing materials for HIVPC. Members think that having more than a logo might be a good idea for new promo items. Members agreed the current logo and materials are not fun and discussed the possibilities of creating a new logo to grab more attention. Members were also reminded modification of a logo has to go through proper channels. Members also mentioned creating an HIVPC tagline to go on all new marketing materials. Members believe that taglines are a good idea. Another critique was that there is no website listed on our marketing materials, so there is no reason for a person to be interested after first encounter. Members think HIVPC items need to be a walking billboard and members want an active role in designing it. Membership was advised to think about how this is all connected back to larger HIV health planning. Branding should be meaningful and hip. Additionally, outside of logos, is a methodology needs to be created for targeted recruitment. Other suggestions included: looking at strategies and what supports that strategy, giving membership the tools to bring other members into the council, creating printed material, (elevator pitches, fact sheets) that help membership become experts at member recruitment. This agenda item will be tabled for the next meeting for further discussion. Although MCDC meets quarterly, the committee will have a special meeting next month.

6. RECIPIENT REPORT

The grant application is due next Friday, September 21st. This is the current priority for Recipient and Program Support Staff. This month they are also preparing for PSRA sweeps. The Recipient indicated more individuals are using more of the offered services, which is resulting in a shrinking budget. For sweeps, there has not been much money available to move around. In the future, we need to look at how we will allocate funding for services. Recipients cannot maintain the successful model with shrinking resources. As a result, they are getting closer to maxing out on services in the continuum of care.

7. PUBLIC COMMENT

None.

8. AGENDA ITEMS/TASKS FOR NEXT MEETING: DATE: October 11, 2018 VENUE: A-335

Agenda Items for Meeting	*Action to be taken, presentation, discussion, brainstorm etc.*
HIVPC Committee Vacancies	ACTION ITEM: Review committee vacancies and make recommendations for new committee members.
Pre/Post Appointment Orientation Updates	ACTION ITEM: Review language to be included in the policies and procedures pertaining to member conduct (i.e. disclosing members'/guests' status)

9. ANNOUNCEMENTS

None.

10. ADJOURNMENT

The meeting was adjourned without objection at 11:32 a.m.

CY2018 Membership/Council Development Committee Attendance

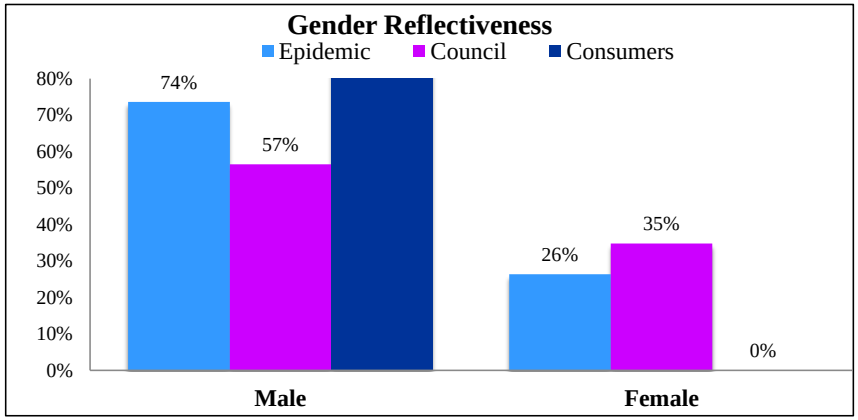
Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	C	CX	8		CX				13				
				Barnes, B. Alternate									X				
1	1	0	**1**	Burgess, D		NQ X	X						X				
0	0	0	**2**	Foster, V., *V. Chair*		NQ X	X						A				
1	1	2	**3**	Robertson, P.		NQ A	A						A				
1	1	0	**4**	Katz, H.B.		E	X						X				
1	1	0	**5**	Shamer, D.		NQ X	X						X				
				Quorum =4		3	4						4				

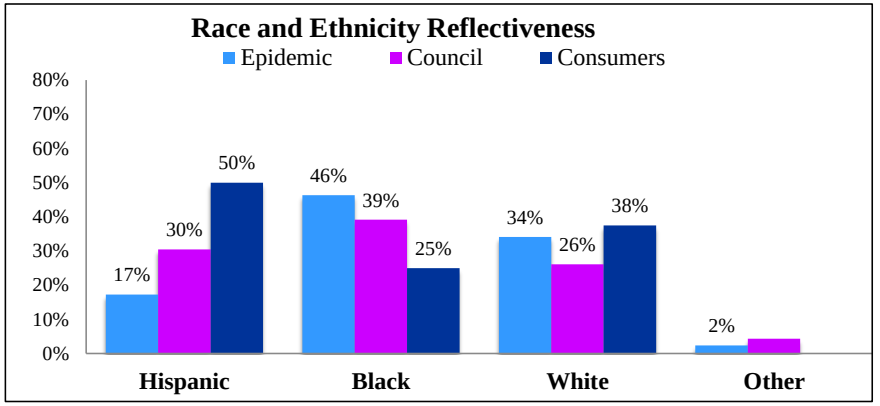
Legend:
X - present
A - absent
E - excused
NQA - no quorum absent
NQX - no quorum present
N - newly appointed
Z - resigned

Fort Lauderdale / Broward County EMA
Broward County HIV Health Services Planning Council
An Advisory Board of the Broward County Board of County Commissioners
200 Oakwood Lane, Suite 100, Hollywood, FL, 33020 - Tel: 954-561-9681 / Fax: 954-561-9685

C - cancelled
W - warning letter
R - removal letter

HIV Planning Council Membership Report
Current Through September 2018





Gender	Epidemic		Council		% Difference	Consumers		% Difference
Male	14,753	74%	13	57%	**-17%**	7	88%	**14%**
Female	5,288	26%	8	35%	**8%**	0	0%	**-26%**
Transgender	-	-	2	9%	-	2	25%	-
Race	**Epidemic**		**Council**		**% Difference**	**Consumers**		**% Difference**
Hispanic	3,455	17%	7	30%	**13%**	4	50%	**33%**
Black	9,283	46%	9	39%	**-7%**	2	25%	**-21%**
White	6,831	34%	6	26%	**-8%**	3	38%	**3%**
Other	472	2%	1	4%	2%	0	0%	2%
Total	**20,041**	**100%**	**23**			**8**		

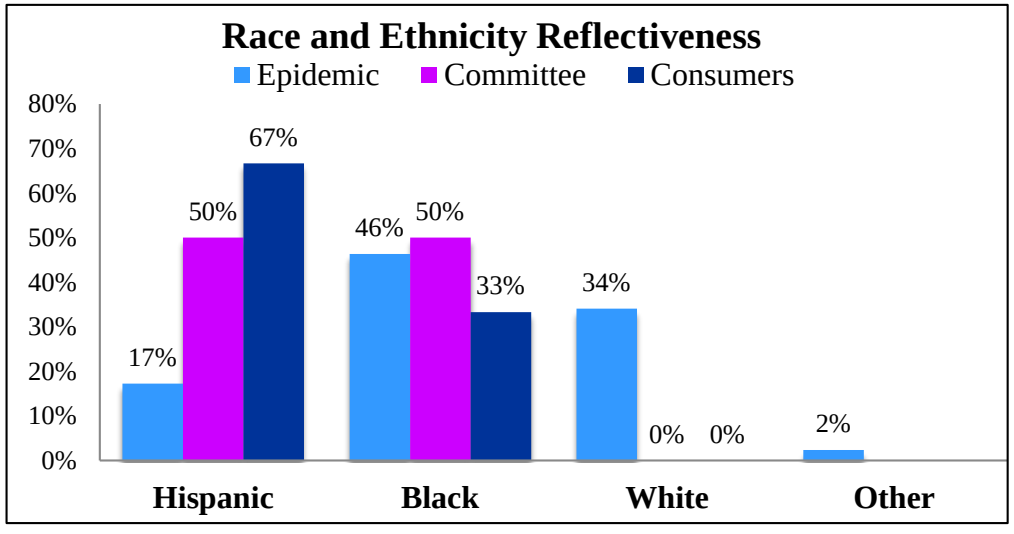
Current Members	22
Minimum (Per County Ordinance)	20
Maximum (Per County Ordinance)	35
% Unaffiliated Consumers	**35%**

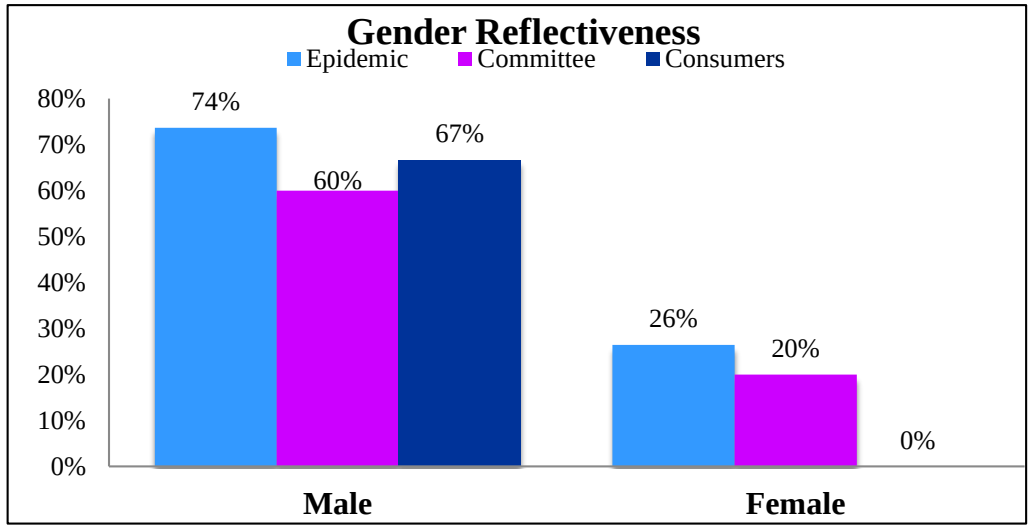
Vacant Seats
1. Grantees of Other Federal HIV Programs - VA
2. Federally Recognized Indian Tribe Members
3. ASO/CBO Serving Affected Populations
4. State Medicaid
5. Local Public Health Agency
6. Health Planning
7. Alternates (3)

No more than 3 members employed by one governmental agency or provider shall serve on the HIVPC at one time, and no more than 40% of HIVPC members shall be Part A-funded providers.

% Part A-Funded Providers	***35%***

Community Empowerment Committee (CEC) Reflectiveness Report
Through September 2018

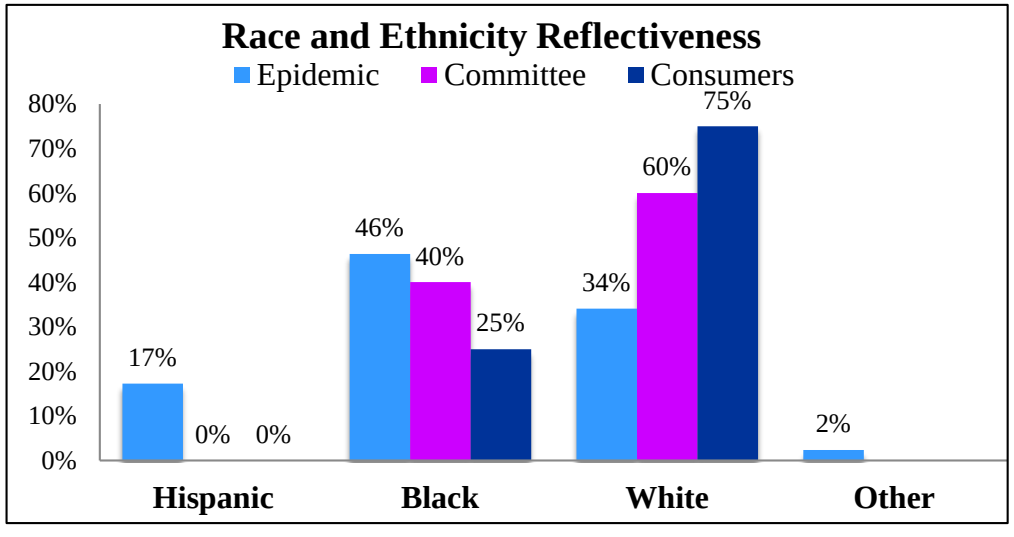


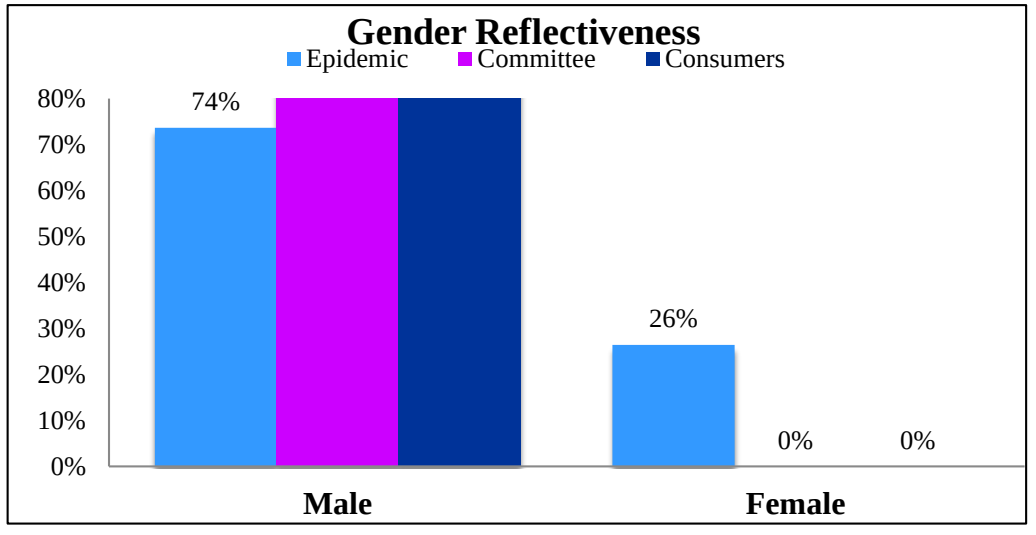


Gender	Epidemic		Committee		Consumers		% Difference
Male	14,753	74%	6	60%	4	67%	**-14%**
Female	5,288	26%	2	20%	0	0%	**-6%**
Transgender	-	-	2	20%	2	33%	-
Race	**Epidemic**		**Committee**		**Consumers**		**% Difference**
Hispanic	3,455	17%	5	50%	4	67%	**33%**
Black	9,283	46%	5	50%	2	33%	**4%**
White	6,831	34%	0	0%	0	0%	**-34%**
Other	472	2%	0	0%	0	0%	**-2%**
Total	**20,041**	**100%**	**10**		**6**		

Current Members	**10**
% of Members That Are Unaffiliated Consumers	**57%**

Membership/Council Development Committee (MCDC) Reflectiveness Report
Through September 2018

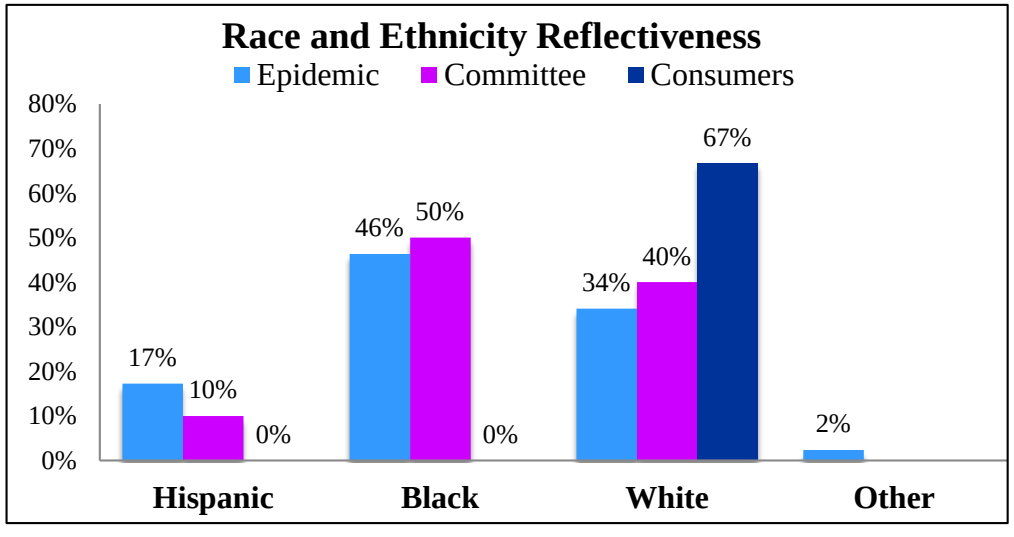


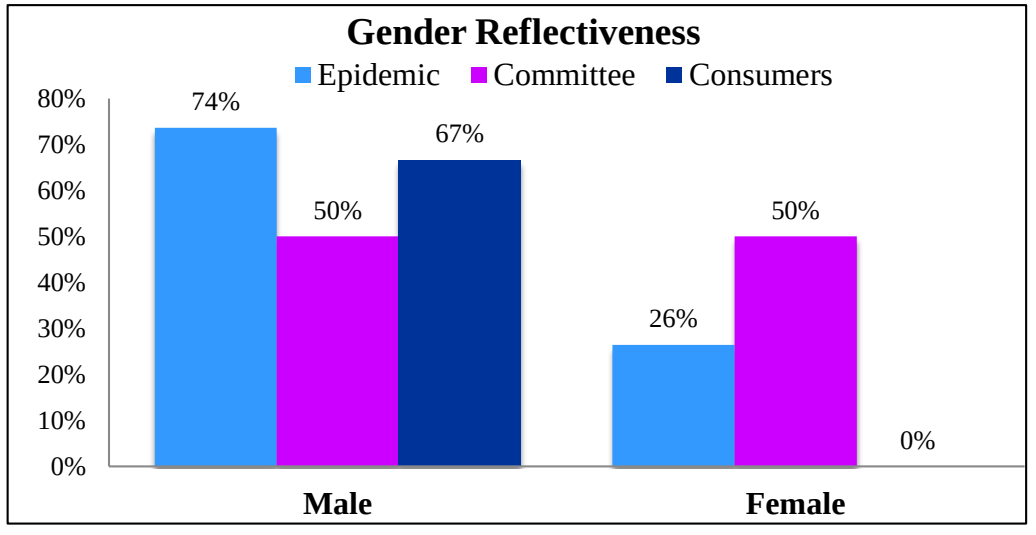


Gender	Epidemic		Committee		Consumers		% Difference
Male	14,753	74%	5	100%	4	100%	**26%**
Female	5,288	26%	0	0%	0	0%	**-26%**
Transgender	-	-	0	0%	0	0%	-
Race	**Epidemic**		**Committee**		**Consumers**		**% Difference**
Hispanic	3,455	17%	0	0%	0	0%	**-17%**
Black	9,283	46%	2	40%	1	25%	**-6%**
White	6,831	34%	3	60%	3	75%	**26%**
Other	472	2%	0	0%	0	0%	**-2%**
Total	**20,041**	**100%**	**5**		**4**		

Current Members	**5**
% of Members That Are Unaffiliated Consumers	**60%**

Quality Management Committee (QMC) Reflectiveness Report
Through September 2018

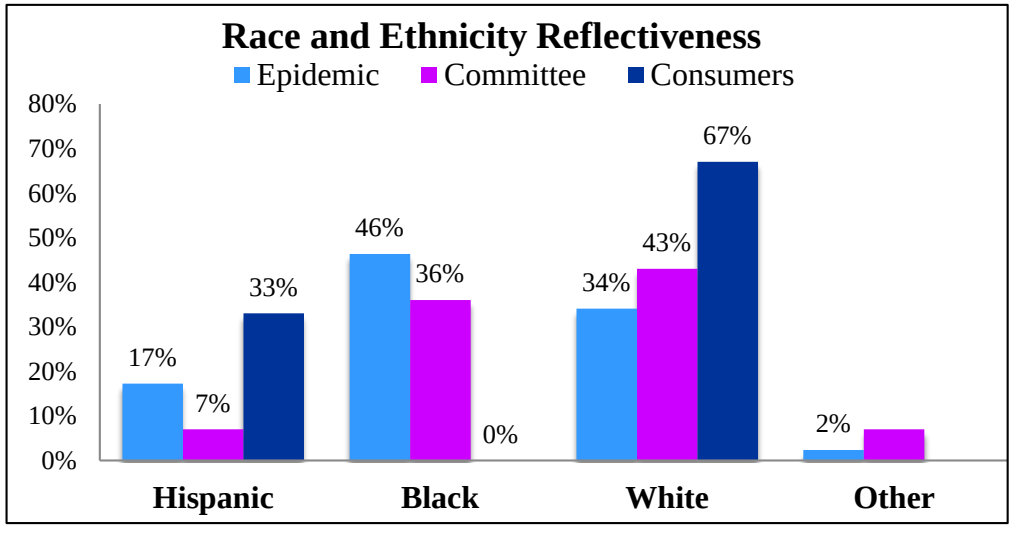


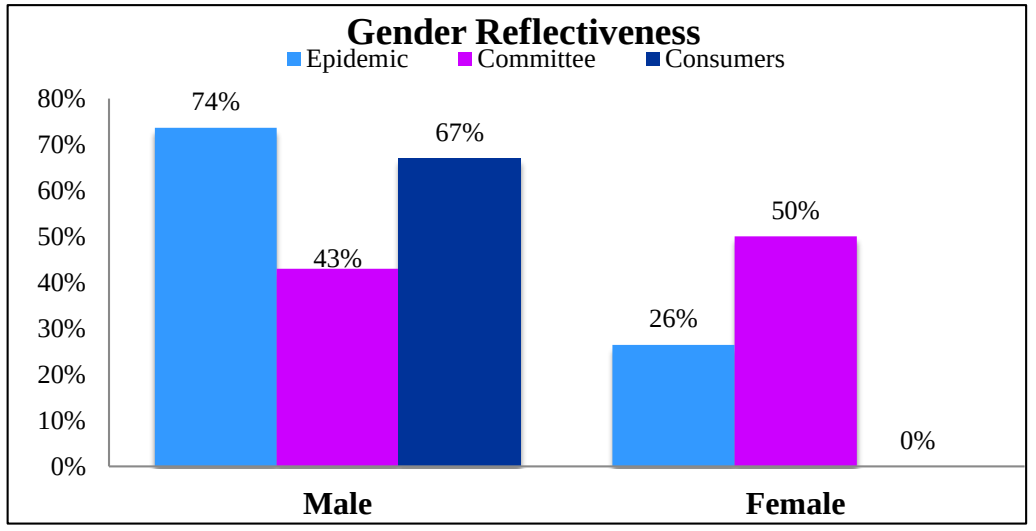


Gender	Epidemic		Committee		Consumers		% Difference
Male	14,753	74%	5	50%	2	67%	**-24%**
Female	5,288	26%	5	50%	0	0%	**24%**
Transgender	-	-	0	0%	0	0%	-
Race	**Epidemic**		**Committee**		**Consumers**		**% Difference**
Hispanic	3,455	17%	1	10%	0	0%	**-7%**
Black	9,283	46%	5	50%	0	0%	**4%**
White	6,831	34%	4	40%	2	67%	**6%**
Other	472	2%	0	0%	0	0%	**-2%**
Total	**20,041**	**100%**	**10**		**3**		

Current Members	**10**
% of Members That Are Unaffiliated Consumers	30%

Priority Setting & Resource Allocations Committee (PSRA) Reflectiveness Report
Through September 2018

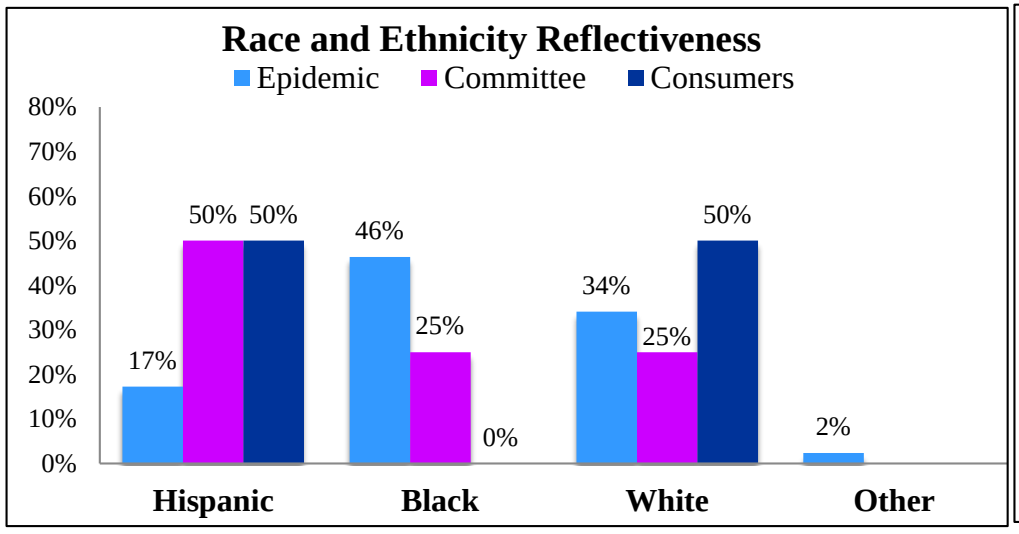


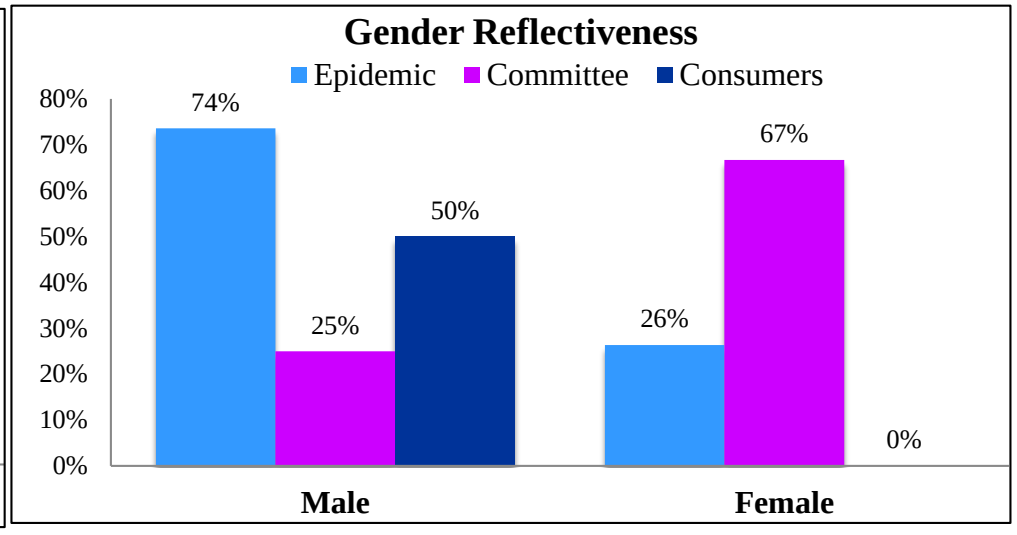


Gender	Epidemic		Committee		Consumers		% Difference
Male	14,753	74%	6	43%	4	67%	**-31%**
Female	5,288	26%	7	50%	0	0%	**24%**
Transgender	-	-	1	7%	1	33%	-
Race	**Epidemic**		**Committee**		**Consumers**		**% Difference**
Hispanic	3,455	17%	2	7%	1	33%	**-10%**
Black	9,283	46%	5	36%	1	0%	**-10%**
White	6,831	34%	6	43%	3	67%	**9%**
Other	472	2%	1	7%	0	0%	**5%**
Total	**20,041**	**100%**	**14**		**5**		

Current Members	**14**
% of Members That Are Unaffiliated Consumers	**29%**

System of Care (SOC) Committee Reflectiveness Report
Through September 2018

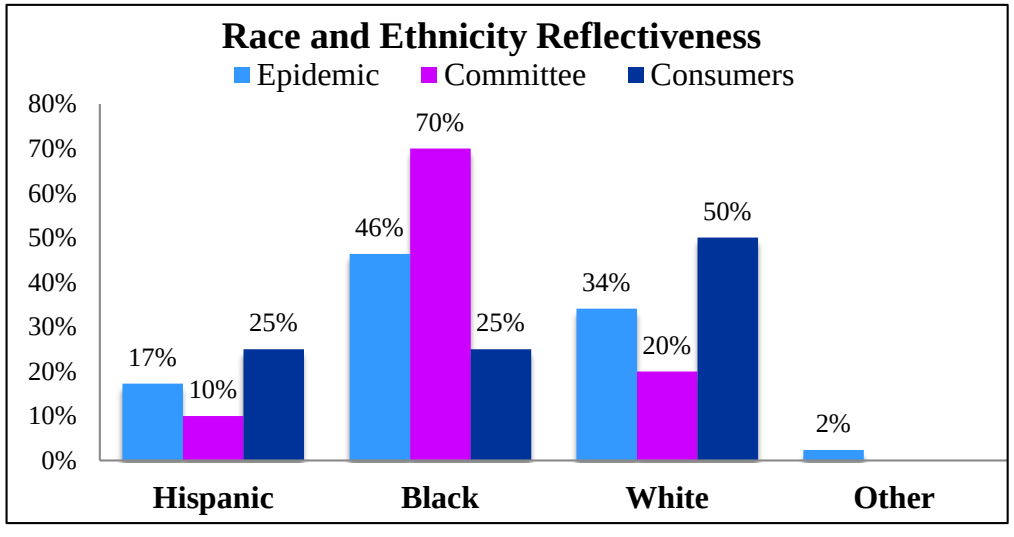


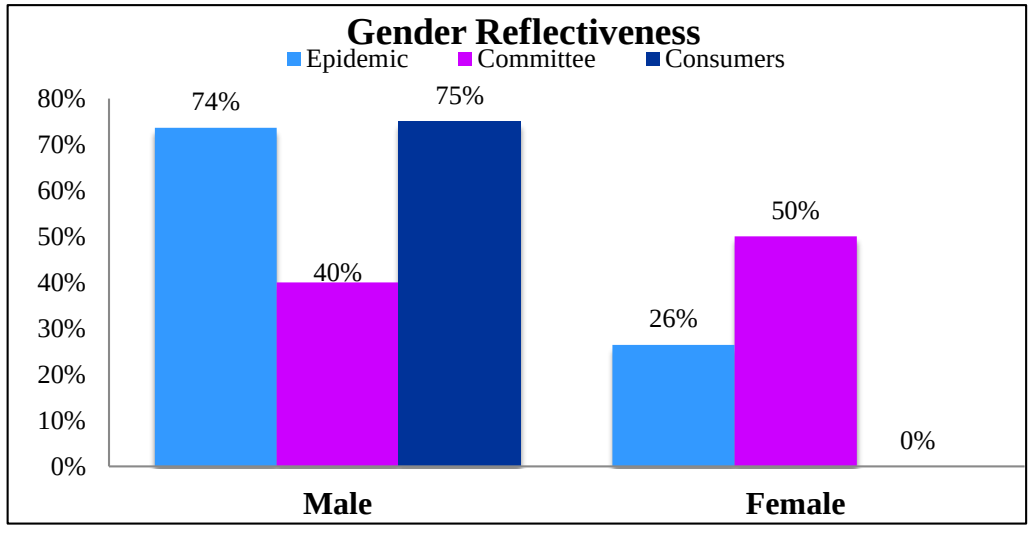


Gender	Epidemic		Committee		Consumers		% Difference
Male	14,753	74%	3	25%	1	50%	-49%
Female	5,288	26%	8	67%	0	0%	40%
Transgender	-	-	1	8%	1	50%	-
Race	**Epidemic**		**Committee**		**Consumers**		**% Difference**
Hispanic	3,455	17%	6	50%	1	50%	33%
Black	9,283	46%	3	25%	0	0%	-21%
White	6,831	34%	3	25%	1	50%	-9%
Other	472	2%	0	0%	0	0%	-2%
Total	**20,041**		**12**		**2**		

Current Members	**12**
% of Members That Are Unaffiliated Consumers	**9%**

Executive Committee Reflectiveness Report
Through September 2018





Gender	Epidemic		Committee		Consumers		% Difference
Male	14,753	74%	4	40%	3	75%	**-34%**
Female	5,288	26%	5	50%	0	0%	**24%**
Transgender	-	-	1	10%	1	25%	-
Race	**Epidemic**		**Committee**		**Consumers**		**% Difference**
Hispanic	3,455	17%	1	10%	1	25%	**-7%**
Black	9,283	46%	7	70%	1	25%	**24%**
White	6,831	34%	2	20%	2	50%	**-14%**
Other	472	2%	0	0%	0	0%	**-2%**
Total	**20,041**	**100%**	**10**		**4**		

Current Members	**10**
% of Members That Are Unaffiliated Consumers	**33%**

PCS Monthly Attendance Report

September 2018

200 Oakwood Lane
Hollywood, FL 33020

p. 954-561-9681
f. 954-561-9685

hivpc@brhpc.org
www.brhpc.org

Attendance Policy

The HIV Planning Council (HIVPC) follows the attendance rules as set forth by the Broward County Code of Ordinances and the HIVPC By-Laws. The rules are as follows:

Members must notify Planning Council Support (PCS) Staff at least **two** (**2**) business days prior to the meeting as to whether they will or will not attend the meeting, unless the occurrence of an excused absence makes such notice impracticable.

Members may be marked absent if the failure to provide notice within **two** (**2**) business days of a scheduled meeting results in a cancellation of the meeting. Members who have notified staff that they cannot attend the meeting will be considered absent even if the meeting is cancelled due to lack of a quorum. An individual is marked present even though they did not provide notice within **two** (**2**) business days of a scheduled meeting but are present at the meeting.

Attendance records are based on the sign-in sheet. Members must sign in to be considered present at the meeting.

Quorum must be obtained **within 15 minutes** of the scheduled meeting time. Once a quorum has been established by members who are physically present at a meeting, members who are not physically present may attend and participate in such meeting by telephone. If quorum is not achieved by members who are physically present, members who are not physically present but participating via telephone will be considered absent. If a member would like to participate via telephone, they must inform staff at least **two** (**2**) business days prior to the meeting.

A member will automatically be removed from the HIVPC or committee that meets more frequently than quarterly if him/her:

- Has **three** (**3**) consecutive unexcused absences regardless of year, or
- Misses **four** (**4**) meetings in one (1) calendar year (January-December) because of unexcused absences.

A member will automatically be removed from the committee that meets on a quarterly or less frequent basis if he/she:

- Has **two** (**2**) consecutive unexcused absences regardless of year, or
- Misses **two** (**2**) meetings in one (1) calendar year (January-December) because of unexcused absences.

The HIVPC or committee Chair reviews all requests for an excused absence. The absence of a member shall be deemed excused under the following circumstances:

1. HIV-related illness;
2. When member is performing an authorized alternative activity relating to outside Planning Council business that directly conflicts with the properly noticed meeting;
3. Death of member's domestic partner or immediate family member (spouse, father, mother, one who has stood in the place of a parent [in loco parentis], child, and stepchild, domiciled in the employee's household); or
4. Member's hospitalization.
5. When the member is summoned to jury duty
6. When the member is issued a subpoena by a court of competent jurisdiction

Broward County's Office of Intergovernmental Affairs developed a new attendance sheet for 2015 to better track attendance of board members. PCS staff implemented the new attendance tracking sheet for the HIVPC as well as all of the HIVPC's committees, and added a column to track attendance letters. Below is the legend for the new attendance sheet:

Legend:

X- present

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

September 2018 HIVPC and Standing Committee Attendance

The following records reflect attendance for September 2018 for the HIVPC and its standing and ad-Hoc committees. There were 5 meetings in the month of September.

Community Empowerment Committee (CEC)

Last Meeting: July 3, 2018

CEC member attendance through September 2018 is reflected in the table below:

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	C	6	CX	3	1	5	3	C	CX				
		2	**1**	Apponte, E.	N-6/28						A		NQA	W-9/4, R-10/3			
1	1	0	**2**	Barrientos, Y., Chair	N- 4/1			X	X	X	X		NQX	Z-10/3			
1	1	0															
1	1	0	**3**	Bhrangger, R.		X	NQX	X	X	X	X		NQX				
		1	**4**	Burgess, D.		X	NQX	X	X	X	X		NQX				
		1	**5**	Fleurinord, P., *V. Chair*		X	NQX	X	X	A	X		E				
1	1	3	**6**	Franks, H.		X	NQX	X	X	X	A		NQA				
1	1	0	**7**	Lint, A.		X	NQA	A	X	A	X		NQA	W-4/19, R-9/4			
		2	**8**	Marcoviche, W.		X	E	X	X	X	X		NQX				
1	1	4	**9**	Robertson, L.		X	NQX	A	X	X	X		NQA				
				Robertson, P.		X	NQA	X	A	A	A	W-6/6, R-7/5					
		1	**10**	Wilson, E.		X	NQA	X	X	X	X		NQX				
				Quorum = 6	0	9	5	8	9	7	8	0	5	0	0	0	

Membership Council/Development Committee (MCDC)

Last Meeting: September 13, 2018

MCDC member attendance through September 2018 is reflected in the table below:

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	C	CX	8	C	CX	CX	C	C	13				
1	1	0	**1**	Barnes, B.									X				
1	1	0	**2**	Burgess, D		NQX	X		NQX				X				
0	0	1	**3**	Foster, V., *V.Chair*		NQX	X		NQX				A				
1	1	1	**4**	Robertson, P.		E	A		E		R- 7/6						
				Katz, H.B.		E	X		NQA				X				
1	1	0	**5**	Shamer, D.		NQX	X		NQX				X				
				Quorum = 4		3	4		3				4				

Priority Setting and Resource Allocation Committee (PSRA)

Last Meeting: September 20, 2018

PSRA member attendance through September 2018 is reflected in the table below:

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	18	C	15	19	17	21	C	C	20				
1	1	1	**1**	Barnes, B.	X		A	X	X	X			X				
1	0	0	**2**	Barrientos, Y.	X		X	X	X	X			X				
0	0	0		DeSantis, M.	X	Z-1/23											
0	0	0	**3**	Fortune-Evans, B.	N-5/24					X			X				
0	0	1	**4**	Grant, C.	X		X	A	X	X			X				
0	0	1	**5**	Hayes, M., V. Chair	A		X	X	X	X			X				
1	1	1	**6**	Katz, H.B.	X		X	E	X	A			X				
0	0	1	**7**	Lopes, R.	A		X	X	X	X			X				
0	0	1	**8**	Moreno, V.	N-5/24					A			X				
0	1	1	**9**	Robertson, L., Chair	N- 4/1			A	X	X			A				
0	0	0	**10**	Schickowski, K.	X		X	X	X	X			X				
0	0	1	**11**	Schweizer, M.	N-5/24					A			X				
1	1	1	**12**	Shamer, D.	X		X	X	X	A			X				
0	0	2	**13**	Siclari, R.	X		A	X	A	X			A				
0	1	1		Spencer, W.	X		X	A	Z- 5/15								
0	0	1	**14**	Williams, R.	N- 3/22		X	A	X	X			X				
				Quorum = 8	9		9	7	10	10			12				

Quality Management Committee (QMC)

Last Meeting: September 17, 2018

QMC member attendance through September 2018 is reflected in the table below:

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	C	C	CX	16	21	C	CX	C	17				
1	1	2	**1**	Katz, H.B.			NQA	X	X		NQA		X				
1	1	2	**2**	MacPherson, S.			NQX	A	X		NQX		A				
1	1	1	**3**	Runkle, D.			NQX	X	X		NQA		X				
		2	**4**	Thomas-Purcell, K.			NQA	X	A		NQX		A				
	0		**5**	Taveras, J.			E	X	X		E		A				
	1		**6**	Schweizer, M.			E	X			NQA		A				
1	1	0	**7**	Shamer, D., *Chair*			NQX	X	X		NQX		X				
		0	**8**	Simpson, R.			NQX	X	X		NQX		X				
		0	**9**	Fortune-Evans, Bisiola, *ViceChair*					N-6/4		NQX		X				
		0	**10**	Moragne, T.					N-5/21	X	NQX		X				
				Quorum = 6			4	7	7		6		6				

System of Care Committee (SOC)

Last Meeting: July 25, 2017

SOC member attendance through September 2018 is reflected in the table below:

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
				Meeting Date:	C	C	C	C	C	C	C	C	C			
0	0	0	**1**	Hayes, M. *Chair*												
0	0	0	**2**	Edwards, C. *Vice Chair*												
0	0	0	**3**	Arencibia, Y.												
1	0	0	**4**	Barrientos, Y.												
0	0	0	**5**	Gonzalez, Y.												
0	0	0	**6**	Ivey, L.												
1	1	0	**7**	Katz, H.B.												
2	0	0	**8**	Pietrogallo, T.												
0	0	0	**9**	Rodriguez, J.												
0	0	0	**10**	Rolle, V.												
0	0	0	**11**	Vargas, D.												
0	0	0	**12**	Moreno, V.												
				Quorum = 7												

Executive Committee

Last Meeting: September 20, 2018

Executive member attendance through September 2018 is reflected in the table below:

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	18	C	15	19	17	21	19	C	20				
1	1	0	**1**	Barrientos, Y.	N-4/1			X	X	X	X		X				
1	1	3	3	Barnes, B, *Acting V.Chair*	X		A	A	A	X	X		X				
0	0	0	4	Edwards, C.	X		X	X	X	X	X		X				
0	0	5		Fleurinord, P.	A		A	A	A	A	A		X				
Error! Bookmark not defined.				Fortune-Evans, B.	N-6/21					X	X		X				
0	0	0	5	Foster, V.	X		X	X	X	X	X		X				
0	0	0	5	Hayes, M.	N-4/1			X	X	X	X		X				
0	0	0	5	Lopes, R. *Chair*	X		X	X	X	X	X		X				
0	0	0	**Error! Bookmark not defined.**	Robertson, L.	X		X	A	X	A	X		A				
0	0	3	**9**	Shamer, D.	X		X	X	X	A	X		X				
1	1	1	**10**	Siclari, R.	X		A	Z-4/1									
				Spencer, W.	X		X	Z-4/1									
				Taylor-Bennett, C. *V.Chair*	N-3/1		A	X	X	Z-5/25							
				Quorum(Chairs)= 6	8	0	6	6	8	6	9	0	9	0	0	0	

HIV Planning Council (HIVPC)

Last Meeting: September 27, 2018

HIVPC member attendance through September 2018 is reflected in the table below:

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:	25	C	22	26	24	28	26	C	27				
		0	**1**	Arenciaba, Y.	E		E	X	X	X	X		X				
	1	0	**2**	Barnes B.	X		X	X	X	X	X		X				
1		0	**3**	Barrientos, Y.	X		X	X	X	X	X		X				
1	1	0	**4**	Bhrangger, R.	X		X	X	X	X	X		X				
1	1	0	**5**	Burgess, D.	X		X	X	X	X	X		E				
		0		DeSantis, M.	Z-1/23												
		0	**6**	Fortune-Evans, B.	X		X	X	X	X	X		X				
		1	**7**	Foster, V.	X		A	X	X	X	X		X				
		1	**8**	Grant C.	X		A	X	X	X	X		X				
		2	**9**	Hayes, M.	A		X	X	A	X	X		X				
		5	**A**	Holness, D. V.C. (Comm)	A		A	A	A	A	A		A				
1	1	0	**10**	Katz, H.B.	X		X	X	X	X	X		X				
1	1	2	**11**	Lint, A.	X		A	X	X	A	X		A				
		0	**12**	Lopes, R., *Chair*	X		X	X	X	X	X		X				
1	1	0	**13**	Marcoviche, W.	X		E	E	X	X	X		E				
		0	**14**	Moragne, T.	X		X	X	X	X	X		X				
	1	1	**15**	Robertson, L.	X		X	A	X	X	A		A				
1	1	3	**16**	Robertson, P.	X		A	A	A	W-5/2, R-6/1							
		1	**17**	Rodriguez, J.	A		X	X	X	X	A		X				
1	1	0	**18**	Runkle, D.	X		E	E	X	X	A		E				
		0	**19**	Schweizer, M.	X		X	E	X	X	X		X				
1	1	2	**20**	Shamer, D.	E		X	X	A	A	X		X				W-7/9
		0	**21**	Siclari, R.	X		X	X	X	X	X		X				
	1	0		Spencer, W.	X		X	X	Z- 5/15								
		0	**22**	Taylor-Bennett, C.	X		X	X	X	Z - 5/25							
		1	**23**	Williams, R.	X		X	A	X	X	X		A				
				Quorum = 13	20		17	18	20	19			15				

Ad-Hoc committees are committees established for a limited time or limited and definite purpose, and they meet on an as-needed basis. The HIVPC currently has one active ad-Hoc committee: the ad-Hoc Nominating Committee. The following records reflect attendance through September 2018 for the HIVPC's ad-Hoc committee.

Ad-Hoc Nominating Committee

Last Meeting: August 20, 2018

Committee member attendance through September 2018 is reflected in the table below:

Consumer	PLWHA	Absences	Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
				Meeting Date:							12	20					
				Arencibia, Y.							X	X					
0	0	0	**1**	Barnes, B.							X	X					
0	1	0	**2**	Bhrangger, R.							X	X					
1	1	0	**3**	Burgess, D.							X	X					
1	1	0	**4**	Hayes, M.							A	X					
0	0	1	**5**	Moragne, T.							X	X					
0	0	0	**6**	**Quorum = 4**							5	6					