



MEETING AGENDA

COMMITTEE: Community Empowerment Committee

Date/Time: Tuesday, June 4, 2015, 1:00 p.m.

Location: Governmental Center Room GC 301

Chair: Arianna Lint **Vice Chair:** Pat Fleurinord

1. **CALL TO ORDER:** *Welcome, Review meeting ground rules, Statement of Sunshine, Introductions, Moment of Silence, Public Comment*
2. **APPROVALS:** 6/4/15 Agenda, 5/5/15 Minutes
3. **STANDARD COMMITTEE ITEMS**
 - a. Testimonials
4. **UNFINISHED BUSINESS**

None.
5. **MEETING ACTIVITIES/NEW BUSINESS**

Goal/Work Plan Objective #:	Accomplishments
18 Month Work Plan (W.P. Item 4.3) HANDOUT A	ACTION IETM: Review and update Work Plan as needed.
Community Meeting (W.P. Item 1.2) HANDOUT B	ACTION ITEM: Continue to plan for joint SOC community event/forum. Identify goals to be achieved and target audience.
CEC Meeting Date	ACTION ITEM: Committee discussion/feedback on meeting date change to Thursdays at 1 p.m.
Community Event Participation	ACTION ITEM: Discuss Committee member involvement at BTAN event (June 26 th) October Gay Pride event (Oct 10 th -11 th , 2015)

6. **GRANTEE REPORTS**
7. **PUBLIC COMMENT**
8. **AGENDA ITEMS/TASKS FOR NEXT MEETING:** **Date:** July 9, 2015 **Venue:** E. Pat Larkins Community Center (*tentative*)

<i>Agenda Items/Tasks for next Meeting (Work Plan Item/Goal#)</i>	<i>Information requested (i.e. data, research, etc.) action to be taken, presentation, discussion, brainstorm etc.</i>
Survey Results from Community Meeting (W.P. Item 1.5)	ACTION ITEM: Analyze survey results after each community meeting to recommend future actions
Quarterly orientation and training (W.P. Item 2.2)	ACTION ITEM: Receive quarterly orientation and training on HIV Education Basics

9. **ANNOUNCEMENTS**
10. **ADJOURNMENT**

PLEASE COMPLETE YOUR MEETING EVALUATIONS

THREE GUIDING PRINCIPLES OF THE BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL

- Linkage to Care • Retention in Care • Viral Load Suppression •

VISION: To ensure the delivery of high quality comprehensive HIV/AIDS services to low income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care

MISSION: We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: Foster the substantive involvement of the HIV affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care
Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments
Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment



MEETING MINUTES

COMMITTEE: Community Empowerment Committee (CEC)

Date/Time: Tuesday, May 5, 2015, 1:00 p.m.

Location: Governmental Center Annex Building A-337

Chair: Arianna Lint **Vice Chair:** Vacant

	Members	Present	Absent		Guests
1	Burgess, D.	X			Gammell, B.
2	Bhrangger, R.	X			Lewis, L.
3	Creary, K.	X			Childs, S.
4	Clayton, L.		A		
5	Culpepper, K.	X			Grantee Staff
6	Franks, H.	X			Vargas, J.
7	Katz, H.B.	X			
8	Lint, A., <i>Chair</i>	X			HIVPC Staff
9	Marcoviche, W.	X			Sandler, C.
10	Myers, L.	X			Beckford, R.
11	Parker, P.	X			Johnson, B.
12	Reed, Y.	X			
13	Robertson, P.	X			
14	Runkle, D.	X			
15	Wilkins, D.	X			
	Quorum = 9	14			

1. CALL TO ORDER:

The Chair called the meeting to order at 1:01 p.m. The Chair welcomed all present. Attendees were notified of information regarding the Government in the Sunshine Law and meeting reporting requirements, which includes the recording of minutes. Attendees were advised that the meeting ground rules are present, for reference. In addition, attendees were advised that the acknowledgement of HIV status is not required but is subject to public record if it is disclosed. The Chair, committee members, guests, grantee staff and support staff self-introductions were made. A moment of silence was observed.

2. APPROVALS:

Motion #1: To approve today's meeting agenda.
Proposed by: Reed, Y. **Seconded by:** Creary, K.
Action: Passed Unanimously

Motion #2: To approve 4/7/15 meeting minutes
Proposed by: Runkle, D. **Seconded by:** Creary, K.
Action: Passed Unanimously

3. STANDARD COMMITTEE ITEMS

- a. Testimonials – A member shared that her son did well in his science project, and received top honors.

4. UNFINISHED BUSINESS

A member asked about the upcoming community event. PCS staff mentioned that during a coordination meeting, there was a discussion to hold a forum held on a consistent basis in different locations for specific community groups, such as African-American women, Caribbean groups, Men Who Have Sex with Men (MSM), etc. The forum is called the "Positive Living Forum." PCS Staff

CEC – Minutes – 5/5/15

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informed the CEC that the System of Care committee will serve as vendors at the first Positive Living Forum on June 4, 2015 in order to provide health service information to guests and link them to care. A member expressed confusion regarding the role of the SOC committee in the event. HIVPC staff clarified by stating that the event will be a collaboration between CEC and SOC committee. The CEC is doing the forum, and SOC will serve in a secondary role as the event vendors. The Chair mentioned that the point of this committee is to empower the community. A guest at the meeting spoke about the reason behind the community forum, which is to receive feedback from the community. The Chair mentioned that she will not be in town on the date of the forum, for the record.

5. MEETING ACTIVITIES/NEW BUSINESS

a. PSRA Service Category Priority Rankings (W.P. Item 3.2) (HANDOUT A)

HIVPC Staff gave a brief overview of priority ranking and how CEC plays a role in this process. Staff mentioned to the committee to rank items in terms of their needs, and the needs of the community. Staff also informed the committee that the parameters in the ranking survey are provided by HRSA because they can be funded by Part A funds. The committee was notified to rank their greatest priority as number one. A guest urged the committee to think out of the box when choosing services. The chair asked a question about services offered by other counties, and staff responded to let the chair know that every service HRSA offers can be ranked on the sheet provided. Another member asked a question about priority services versus support service. Some of the support services are priority services for specific people; for instance housing is a support service that the member feels should be priority. Staff responded to inform the committee that it is possible for the Planning Council to request a waiver regarding housing services. The chair mentioned that housing is even more essential for people recently released from prison. Consequently, the chair asked if it possible to find out how many housing applications were filled out for 2014 under the Housing Opportunity for People with HIV/AIDS (HOPWA) program. Staff will look into this information. A guest mentioned that Housing should have been the most important. In contrast, another guest stated that this a personal process, because it depends on your personal values. A member asked if for the future, staff can provide data for each service to assist in the decision making process. Staff mentioned that it seems members are asking many questions about the housing process, and will look into finding the data. A member asked to know the purpose for ranking services that are not essential to their individual needs. Subsequently, another member informed the committee that they need to take the time to put themselves in the shoes of PWA's who have not yet been liberated and may be affected by some of the parameters in the Priority Ranking process, and rank the items accordingly.

Action Item:

- Find out if it is possible for a representative from the Department of Housing and Urban Development (HUD) to give a presentation to the committee about the housing services available and how they are funded.

b. Peer Educators (W.P. Item 2.3) HANDOUTS B and C

HIVPC staff provided an overview on the role of Peer Educators. Staff reiterated that this is a summary about peer education, but it does not certify the CEC members to become Peer Educators. Grantee staff informed the committee that they still have the power to help the community. Another member stated that anyone can be a peer advocate. In the presentation, HIVPC Staff informed the committee of the “do’s” and “don’ts” in peer education, as well as the information/resources needed in order to become an effective peer educator, and the role of a peer educator as an advocate. Grantee staff urged the committee to also think about the benefits of being a peer educator. A few members then spoke about their experience as far as being a peer educator to their personal networks.



6. GRANTEE REPORT

The Grantee gave a report about client enrollment in Marketplace plans. 158 of the clients enrolled into Marketplace plans are being transitioned to Part B, since they fall under the federal poverty levels (FPL) that Part B will pay for. The remaining 91 clients will continue to be paid for under the Part A Health Insurance Continuation Program (HICP). The HRSA Research Institute recently visited Broward County, Florida. They only chose two counties out of the nation to visit, and Broward County was chosen because it is in a state that has not expanded Medicaid. While in Broward, the institute conducted different focus groups with health providers, administration, etc. in order to collect data. The Grantee is also in the second phase of implementing its social media pages. Members and guests were encouraged to follow the Grantee on Twitter, @GetCareBroward.

7. PUBLIC COMMENT

None.

8. AGENDA ITEMS/TASKS FOR NEXT MEETING: Date: July 7, 2015 Venue: Gov't Center Annex A-337

Agenda Items/Tasks for next Meeting	Action to be taken
Community Forum June 4 (WP Item 3.2)	ACTION ITEM: Hold a forum in the community to get feedback on the quality of Ryan White Part A services, barriers to care, etc.

9. ANNOUNCEMENTS

None.

10. ADJOURNMENT

Without objection the meeting was adjourned at 2:45 p.m.

Community Empowerment Committee (CEC) CY 2015 Attendance

Count	Meeting Month:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attendance Letters
	Meeting Date:	6	3	3	7	5								
1	Bhrangger, R.	X	X	X	X	X								
2	Burgess, D.	X	X	X	X	X								
3	Clayton, L.	E	X	A	A	A								
4	Creary, K.	X	X	X	X	X								
5	Culpepper, K.	X	X	X	X	X								
6	Franks, H.	X	X	X	X	X								
7	Katz, H.B.	X	E	A	X	X								
8	King, J.	A	A	R - 2/13									W - 1/15	
9	Lint, A., Chair	X	X	X	X	X								
10	Marcoviche, W.	E	X	X	X	X								
11	Myers, L.	X	X	X	X	X								
12	Parker, P.	A	X	A	X	X								
13	Reed, Y.	X	X	A	A	X								
14	Robertson, P.	X	X	A	X	X								
15	Runkle, D.	X	X	X	X	X								
16	Wilkins, D.	X	X	A	X	X								
	Quorum = 9	12	14	9	13	14								

DRAFT - Broward County HIV Health Services Planning Council FY2014-16 Community Empowerment Committee Work Plan

Objective 1. Hold Community Events and Meetings		Outcome	Annual Target	Start	Due	Progress
1.1	Develop calendar of community meetings and events.	Improved process	100%	2/15	2/15	75% complete
1.2	Plan or participate in at least 3 community events with identifiable goals to be achieved and target audiences.	Educated CEC members & consumers	66%	4 6/15	4 6/15	33% complete
1.3	Hold meetings in the community at least quarterly that include educational "Hot Topics" to enhance understanding about the 3 Guiding Ideas.	Active recruiting; Educated CEC members & consumers	75%	3 4/15	3 4/15	50% Complete
1.4	Develop survey to analyze the effectiveness of each community meeting or event; surveys distributed at each community meeting or event.	Improved process	100%	2/15	2/15	100% Complete
1.5	Analyze survey results after each community meeting to recommend future actions; <u>provide overall results in annual CEC accomplishments and challenges.</u>	Improved process	100%	1/15	1/1 5 6	
Objective 2. Educate CEC Members and Consumers						
2.1	Develop a marketing strategy to reach consumers.	Active recruiting	100%	8/15	10/15	
2.2	Receive quarterly orientation and training to enable CEC members and consumers to be more active participants in the HIVPC and committees.	Educated CEC members & consumers	100%	3/15	2/16	50% Complete
2.3	Develop plan to train CEC members on how to be peer educators.	Educated CEC members & consumers	100%	5/15	5/15	100% complete
Objective 3. Obtain Consumer Feedback and Provide Insight From Consumer Perspective						
3.1	Hold annual community forum to gather feedback from consumers about barriers to obtaining HIV services and staying in treatment.	Improved process	100%	4 6/15	4 6/15	100% complete (New date TBD)
3.2	Priority rank Part A & MAI service categories; send recommendations to PSRA.	Data driven PSRA process	100%	5/15	5/15	100% complete
3.3	Hold a "mini retreat" with all committees to discuss how committees work together to complete activities.	Educated CEC members	100%	12/14	12/14	100% COMPLETE
Objective 4. Update Work Plan and Policies & Procedures						
4.1	Review at least 3 CEC accomplishments and challenges.	Improved process	66%	1/15	1/15	100% COMPLETE
4.2	Conduct annual evaluation to assess past year and recommend improvements; identify at least 3 areas of improvement for upcoming year.	Improved process	66%	1/15	1/15	100% COMPLETE
4.3	Review and update Work Plan and Policies & Procedures.	Updated planning documents	100%	2/15	2/15	ONGOING

March	April	May	June	July	Aug
- Community meeting -CEC Educational Series	- Community forum <u>meeting</u>	- Community meeting - Analyze survey results - Develop plan to train CEC members to be Peer Educators - Priority rankings for PSRA	- <u>Community Forum (New date TBD)</u>	- Quarterly orientation for CEC members -Community meeting	- Community event - Develop social marketing strategy
Sep	Oct	Nov	Dec	Jan	Feb
- Develop social marketing strategy - Analyze survey results -Quarterly orientation for CEC members	- Analyze survey results - Finish developing social marketing strategy	- Community meeting	- Community event - Mini retreat -Quarterly orientation for CEC members	- Develop survey for community events - Analyze survey results - Review accomplishments & challenges - Conduct annual evaluation	- Review and update WP and P&Ps - Develop calendar of community meetings & events



Community Event with System of Care Committee

DRAFT FORUM AGENDA:

Opening/Welcome- CEC Member (member will be designated as the forum facilitator)

- Introduction/Overview of forum and provider participants
- Information on the CEC and HIVPC

Moment of Silence

Yoga Gangsters Activity- *YGs empower youth/communities by addressing the symptoms of trauma and poverty such as limited education, addiction, violence, incarceration, teen pregnancy, homelessness and more using the practice of yoga, delivering messages of empowerment around self-respect, self-control, and self-awareness.*

Service Category Overview- CEC member will introduce each service category by giving a testimonial regarding their experience with that service and how it has helped improve their HIV care, etc. Providers will briefly give an overview of the services and how they can be contacted. They will refer them to the booths to further discuss accessing these services.

Community Forum- Participants will discuss their experiences in the Ryan White Part A system, barriers to care, and ideas for improved services to the community (i.e. front desk staff experience)

Q&A- Staff and providers will address issues pertaining to Ryan White services, HIVPC involvement, etc.

Conclusion/Giveaways- Participants will be directed to visit booths for additional information. Dinner will be served (participants who have visited each service category booth will be given first preference for dinner)