Florida HIV/AIDS Advocacy Network (FHAAN)
Convening Group Monthly Meeting

AGENDA

Date: Monday – July 23, 2012
Time: 10:00 a.m. (ET) – 11:30 a.m. (ET)
Toll-Free: 888.627.7005, 110097#

Executive Committee
Joey Wynn – Co-Chair/Facilitator
Jesse Fry – Co-Chair
Michael Ruppal (TAI) – Administrator

Committee Co-Chairs
Cathy Robinson-Pickett / Ken Bargar
Alelia Munroe / James Talley / John Eaton
Rick Vitale

Agenda
Welcome/Roll Call
Quorum Determination
Meeting Guidelines

Discussion
Quorum = 33% (4 of 9 required) % (of 9) = Met

- Please introduce yourself to the call.
- Mute phone (*6) when in listen mode, and unmute phone (#6) to speak.
- State your name prior to speaking.
- Do not place your phone on hold.
- Abide by our FHAAN Operating Agreement, Process and Code of Conduct.

Review of FHAAN Mission
Mission: Florida HIV/AIDS Advocacy Network (FHAAN) advocates for statewide HIV/AIDS resources including education, policies, programs, funding and legislation.

Meeting Minutes Approval
Most Recent Meeting Minutes:
Convening Group Notes (2012.June) - Draft

Approved – REVISED DRAFT TO BE SENT OUT TO CG TO REVIEW

ADVOCACY COMMITTEE
Jesse Fry & Rick Vitale

Most Recent Meeting Minutes:
Advocacy Committee Notes (2012.06.11) - Draft

Next Meeting:
Mon, July 9, 2-3PM EDT
888.627.7005, 110097#

Old Business

Ryan White Comments – Joey to submit a draft based on his meeting with Dr. Parham-Hobson for the CG and RW writing team to review. Action Item – MR to share TAI draft of comments to CG and writing team. Advocacy committee notes from the last few months. Action Item – Joey to share bullets to include related to his meeting in DC with HRSA.
Medicaid Expansion – NAMHI Florida Chapter (Judi Evans) , FADAA

ADAP Contract
Survey research among our members – Goal setting; what’s the best way to gather member input on what an outsourced ADAP program should look like? Surveying FHAAN members. FHAAN Structure Committee to help. GoToWebinar system can help with polling questions during FHAAN webinar meetings (to generate awareness), and link to all FHAAN with more comprehensive survey ... can tie it to full FHAAN meeting invitation. Example: (1) Was poll system helpful? (2) What would you do differently? Structure Committee to fine tune. Ted to set-up a test poll for July CG meeting.

Ryan White Reauthorization

Medicaid Managed Care
Member Education on Medicaid Reform – Invite AHCA Medicaid Managed Care Bureau Chief (Melanie Brown-Woofter) to Present to FHAAN? To educate Medicaid patients about how to choose the managed care plan that’s best for them. As soon as possible. Jesse to get with Melanie for July 2nd full FHAAN speaker.

Needed Intern Position
Policy research, etc. description helpful to recruit - Advocacy Committee to draft.

STRUCTURE COMMITTEE
Most Recent Meeting Minutes: Structure Committee Notes (2012.06.18) - Draft
Next Meeting: Mon, July 16, 2-3PM EDT 888.627.7005, 110097#

Old Business:
Discussed speaker issues for future speakers. Getting recommendations from the field and structure comm inviting the individuals to the call and recommending to CG. Do we need to do revisions of the document and look at during the next call. Discussion about process for contacting speakers and getting confirmation of their participation.

Questions for August meeting Melanie: Jesse to reformat into final form to send to Melanie and call her to touch base too. Jesse will follow up with one of the members statements to rephrase into a questions.

FHAAN News:
- Weekly News Brief
- Monthly Newsletter

Our Committee is asking FHAAN members to review for ideas/improvements. Other states/FL DOH learning from our newsletters (GA, AL, TX).
To full FHAAN for approval: FHAAN News and Information Dissemination Policy and Procedures
If you have news to include, email to:
FHAAN@theaidsinstitute.org

Full FHAAN Meeting Speakers (guest speaker selection, invite, and details)
Tri-Chairs to write-up this new procedure for full FHAAN approval:
One pager, a week in advance. Structure Committee tries to have potential speakers attend previous structure Committee meeting to learn more about their proposed topic.

Upcoming:
August: Sherry Riley: John to schedule.

Speakers who should be moved to stand-alone TAI webinars:
AVAC – Mitchell Warren
BSSV - Danielle Pope

FHAAN Policy: Take these names and type organizations/speakers to CG for approval. If not approved, email them to mruppal@theaidsinstitute.org for TAI to consider for TAI stand-alone webinar.
Committee proposed hearing both sides of PrEP issue with duel webinar by Mitchell Warren (Jeffrey Pope to ask him to contact Michael Ruppal) and Michael Weinstein (Jason to ask him to contact Michael Ruppal): mruppal@theaidsinstitute.org

Prospects:
1. Florida CHAIN (David Brakebill – “ACA and the work they're doing in FL and how we might interact/join forces with them”) – Alelia emailed David Brakebill for a speaker from FL CHAIN.
2. Spencer Lieb - FCHAR
3. Francis Hodge – FL Part B/some Part A. She told John maybe someone from public relations would be better.
4. Division of Disease Control and Health Protection Director

Upcoming Full FHAAN Meeting Facilitators
July: Cathy Robinson-Pickett
August: Alelia Munroe

Committee Agendas
Templates sent to chairs to build their own agendas. (Structure Committee chairs to work on their standing agenda, then fill-in and present to FHAAN Administrator before following month’s committee meeting.)

Committee Duel Motions
“Committee chairs or FHAAN Admin may only make either a motion or a second, but not both in the same motion, where the committee chairs must be from different committees.” Approved by CG, to 7/2/2012 full
FHAAN Admin Motions
Can FHAAN Administrator make motions, etc as a full participant? Yes. Approved in March CG meeting. For 7/2/2012 full FHAAN approval.

FHAAN Business Cards
Each Convening Group member has template to personalize and use to promote FHAAN and recruit members.

Interns/Volunteers
Convening group and Members are asked to help promote our Internship positions with our Intern information and application link: www.theaidsinstitute.org/get-involved/interns-volunteers/internships-aids-institute

FHAAN Photos/Videos
All FHAAN members asked to capture photos, video clips, presentation materials, etc to send to FHAAN@theaidsinstitute.org for use in newsletter, website, social media, etc.

FHAAN Organizational Structure Document Update
The image should be modified:
- PLWHA list first, then alphabetic.
- Committee titles should be listed.

Approved by committee and Convening Group. For 6/4/12 full FHAAN approval.

New Business:
Revisit our FHAAN committee mission, duties and procedures

Look into writing privacy and information usage language into our bylaws or agreement (request for FHAAN email lists, sign-on requests, etc)

FHAAN Webinars vs. Stand-Alone TAI Webinars

FHAAN Policy: To Convening Group. If not FHAAN, then to TAI for consideration, and they get more time to present and Q&A.

RECRUITMENT COMMITTEE
Cathy Robinson-Pickett & Ken Bargar

Old Business
Facebook group and page are up and running – ask full membership if they are ok with sharing and signing up. Group will be members only.
Make sure the nominations for chair/co-chair positions are FL residents.
People should speak with the person they intend on nominating before they put their name forward.

NOTHING TO REPORT
New Business
FHAAN Social Media
Facebook, LinkedIn, Twitter – Layne Kinney lead volunteer. Need team to maintain.

Interns/Volunteers
Ken to meet with Bryant Smith in person. Ken to ask Cathy if there is a list/resource for all colleges/universities in FL for this advocacy intern promotion.

- Roll / Call
- Melanie (45 min) – no questions taken during the webinar. All questions submitted in advance.
  Confirm PP presentation.
- Update on reauthorization
- Medicaid expansion advocacy efforts
- Election process – in writing and announced