Florida HIV/AIDS Advocacy Network (FHAAN)

Convening Group Monthly Meeting

NOTES and ACTION ITEMS

Date: Monday – March 26, 2012
Time: 10:00 a.m. (ET) – 11:30 a.m. (ET)
Toll-Free: 888.627.7005, 110097#

<table>
<thead>
<tr>
<th><strong>Executive Committee</strong></th>
<th><strong>Committee Co-Chairs</strong></th>
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<tbody>
<tr>
<td>Joey Wynn – Co-Chair/Facilitator</td>
<td>Ken Bargar</td>
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<td>Jesse Fry – Co-Chair</td>
<td>Alelia Munroe</td>
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<td>Ted Howard/Michael Ruppal – Administrator</td>
<td>John Eaton</td>
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<td>Cathy Robinson-Picket</td>
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<td>James Talley</td>
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<td>Rick Vitale</td>
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<tr>
<th><strong>Agenda</strong></th>
<th><strong>Discussion</strong></th>
<th><strong>Plan of Action</strong></th>
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<tbody>
<tr>
<td>Welcome/Roll Call Quorum Determination</td>
<td>Quorum = 33% (4 of 10 required)</td>
<td>80% (8 of 10) = Met</td>
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| Meeting Guidelines | • Mute phone when in listen mode. Do not place your phone on hold.  
|                     | • State your name prior to speaking.  
|                     | • Abide by our FHAAN Operating Agreement, Process and Code of Conduct. |
| Meeting Minutes Approval | Most Recent Meeting Minutes: Convening Group Meeting Notes (2012.02.27) | Approved |

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<tr>
<th><strong>Advocacy Committee</strong></th>
<th><strong>Legislative Session / Bill Tracking</strong></th>
<th><strong>Budget Appropriations Bill</strong></th>
<th><strong>FL DOH Restructuring</strong></th>
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| Jesse Fry & Rick Vitale | Legislative tracking completed by Jesse | Can be line items vetoed.  
|                         | Jesse drafting an email blast to write the Governor to support the ADAP increase of $2.5m. Include how this prevents long-term expenses.  
|                         | Jesse to send draft to Ted to send to CG.  
|                         | Then, Jesse and Joey to approve and Ted to send. Letter from Jesse/Joey representing thousands of community members. Use co-chairs electronic signatures, TAI can mail it.  
|                         | After budget signed, then we send thank you letters.  
|                         | Matt Hudson will continue to work on this. FHAAN should monitor. May go through next year. FHAAN should have input throughout this year.  
|                         | They may choose a regional approach.  
|                         | County-by-county type system could be inefficient / poor communication from CDC to County level. Clients will be hurt. |
### ADAP program out to bid
Some talk about a vendor outside BoHA to handle the ADAP program. Concern: Vendor does not understand client issues. If we can get more info, we can better plan response. 
Bid process still being worked on.

### Old Business

### New Business
White House public engagement hearing session: Joey attending (12 invitees) meeting in Orlando 9am-5pm this Friday. Joey to keep us posted.

### Announcements
Next week’s Full FHAAN Monthly meeting:

- **Facilitator:** Cathy Robinson-Pickett
- **Guest speakers:**
  - Marlene LaLota (Prevention update) - Rick confirmed she will be on next Full FHAAN call 4/2/2012 at beginning for 10-20 minutes of her update and Q&A.
  - Robert Sandrock (AICP) – During our Advocacy Committee Report

### Recruitment Committee
**Cathy Robinson-Pickett & Ken Bargar**

#### Most Recent Meeting Minutes:
- **Recruitment Committee (2012.03.21)**
- CANCELLED

#### Old Business
Full Members: 333. 2012 Goal = 500
Listserv: 1,308. 2012 Goal = 1,500

Member Recruitment
Use [www.FHAAN.org](http://www.FHAAN.org) for info, and this link for folks to register directly online: [http://survey.constantcontact.com/survey/a07e3kmqe4bglfgftt5/start](http://survey.constantcontact.com/survey/a07e3kmqe4bglfgftt5/start)

- Planning Councils – Cmte co-chairs to send “FHAAN Who We Are” document. Ken to ask who to send it to? Maybe on their next Planning Council next call. Ken to ask in call tomorrow and send them the Who We Are.
- CBO E.D.s – Michelle’s Intern finalizing
- Consortia meetings (chairs and to their members): Ken requested via email from Lucretia, Ken will remind her via email. Ken via CAG.
- Dorothee: SHARP report, help NFL increase participation in FHAAN. We ask her for her list for us to invite. Michael to write-up, Ted to send to her. Pending. Jesse said they are doing a roll-out at PLC. Jesse to send us a draft.
- Other opportunities: ?

#### Increase Technology Use for Recruitment
Podcast mic and computer to record folks with 1-2 min sound bites about what advocacy means to them and then we could put them together and use them for different events.
Cathy will.
- **3/9-11: Positive Living Conference**
- Other opportunities?
Ted would post to website and send out to help recruitment.

#### Committee Volunteers
Contact all volunteers expressing interest in helping this cmte. To help recruit those they know to become FHAAN members.
- Layne Kinney volunteered for data entry
  1. Ken and Cathy to create script for volunteers to use when recruiting
  2. Ted to email to all prospective volunteers

### New Business
Committee Name Changed from “Membership” to “Recruitment”. Full FHAAN approved in March meeting. Ted updated all docs, websites and webinars.

### Announcements
Use facebook to connect members. Ken to ask Layne Kinney.
Structure Committee
Alelia Munroe, James Talley
and John Eaton

Most Recent Meeting Minutes:
Structure Committee Notes (2012.03.19)

Next Meeting:
Mon, Apr 16, 2-3 PM EDT
888.627.7005, 110097#

Old Business:

www.FHAAN.org
Review our web pages (www.FHAAN.org) for ideas and improvements.
TAI will be launching a great new website, including FHAAN pages, in the next few months. If you have any suggestions, email to Ted at FHAAN@theaidsinstitute.org

FHAAN News:
- Weekly News Brief
- Monthly Newsletter
Our Committee is asking FHAAN members to review our FHAAN News for ideas and improvements.
Good as is.
If you have any news to include, email to Ted by EDO Thursdays at FHAAN@theaidsinstitute.org

FHAAN Volunteers
Cmte co-chair list of interested volunteers.
- Layne Kinney (data entry)
- Bob Reynolds (notes)

New Business:

Regional Sub-Committees, and Chairs:
North/Rural (James Talley)
Central/Metro (Alelia Munroe)
South/Major Metro nominees:
1. John Eaton/Miami - SFAN
2. Jason King/Broward – AHF
3. Kenny Talbot/WPB – HIV Care Council
John Eaton elected unanimously

Committee Name
Update to be one word/streamline like all other FHAAN committees?
“Structure Committee” approved.
Approved by Convening group today. Will take to full FHAAN meeting for adoption in April.
Ted has updated all documents, websites and webinars.

Role clarification for Administrator (TAI)
Can TAI FHAAN Administrators make motions, etc as a full participant in FHAAN?
Yes. Approved by Group.

Announcements:

Our 2012 FHAAN Meetings Schedule:

Next Convening Group Meeting:
Monday - April 23, 2012 10:00 AM - 11:30 AM EDT

Posted at: http://www.theaidsinstitute.org/florida-policy/advocacy-network/meetings

FHAAN 2012 Monthly Meetings Schedule:

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Day (Monthly)</th>
<th>Time</th>
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REGISTER NOW
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<tr>
<th>Committees:</th>
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<tbody>
<tr>
<td><strong>Advocacy</strong></td>
<td><strong>2nd Monday</strong></td>
<td><strong>2-3pm (ET)</strong></td>
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<td><strong>Structure</strong></td>
<td><strong>3rd Monday</strong></td>
<td><strong>2-3pm (ET)</strong></td>
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<tr>
<td><strong>Recruitment</strong></td>
<td><strong>3rd Wednesday</strong></td>
<td><strong>10-11am (ET)</strong></td>
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*Exception: Federal Holidays*
These meetings will be moved to the following work day or week, at the same time. Look for notice of these (and other rare) exceptions in your emailed invitations.

Most meetings are by webinar (via emailed registration) with toll-free conference calls
Conference Calls #s: **888.627.7005, ID: 110097#** (thanks to Mick Sullivan/Janssen)

*Exceptions:
Membership Committee Calls: **888.811.6083, ID: 0268#**
Convening Group Calls: **N/A**