Florida HIV/AIDS Advocacy Network (FHAAN)

Monthly Committee Meeting: **Product and Policy Advocacy**
**Date:** Monday - February 14, 2011  **Time:** 2:00 p.m. (ET) – 3:00 p.m. (ET)

**Meeting Notes and Action Items**

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<tr>
<th>Committee Co-Chairs:</th>
<th>Members Attending:</th>
<th>Guest Speakers:</th>
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<tbody>
<tr>
<td>Jesse Fry</td>
<td>Rafael Abadia</td>
<td>None</td>
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<td>Michael Ruppal</td>
<td>Ken Bargar</td>
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<td></td>
<td>David Brakebill</td>
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<td></td>
<td>Scott Brock</td>
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<td>Jess Feiler</td>
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<td>Chris Fisher</td>
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<td>Jesse Fry</td>
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<td>Steve Hoke</td>
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<td>Ted Howard</td>
<td>Butch McKay</td>
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<td>Alelia Munroe</td>
<td>Larry Osband</td>
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<td>Tim Salyer</td>
<td>Sherrie Serpas</td>
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<td>James Talley</td>
<td>Rick Vitale</td>
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<td>Joey Wynn</td>
<td>Steve Hoke</td>
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**Agenda**

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<th>Welcome</th>
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<td>Roll Call</td>
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<td>Quorum Determination</td>
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**Discussion**

Committee Quorum = 33% of Active members.

**Plan of Action**

Met with 53% (9 of 17).

**Meeting Guidelines**

- Mute phone when in listen mode. Do not put phones on hold.
- State your name prior to speaking.
- Committee and members must adhere to our FHAAN Operating Agreement, including our consensus process and code of conduct.

**Review of Missions and Goals**

To identify our audiences and educate them on our issues:

1. Introduction Letter.
2. Priority Issues 1-Pagers.
3. Fact Sheet 1-Pagers.
4. Snap-Shots.

**Minutes Review/Approval from Previous Meeting**

Approved.
1. **Cover Page/Introduction Letter**  
Who we are, mission, purpose, etc.

- Committee determined we should use the FHAAN “About Us” document.
- Bob Reynolds’s 12/17/2010 email draft language for a specific audience would need some work if we are to use it later on.
- **Ted Howard** to update FHAAN “About Us” document next week and forward to committee as finalized cover sheet.
- **Ted Howard** to save Bob Reynolds’s 12/17/2010 email draft language for if/when we use it for a specific audience...with some work.

2. **Priority Issues 1-Pagers**  
1-Page (back-to-back, if needed) for each of our priority issues
- Single version per issue
- Generic enough for general public/audience
- Summary to be used to communicate of message quickly, understandably and effectively.
- Can use as fliers with legislators, media, Internet postings, +.
- Include “Cost Effectiveness of these programs”.

- **Access to Care: ADAP** – David Brakebill: Approved, with minor updates.
- **Prevention** – Ken Bargar: Approved, as is.
- **Payers** – Jesse Fry: Approved, as is.

**Priority Issue Action Items:**
- Access to Care:
  - AICP – Jesse Fry: (pending).
- Housing and HOPWA – Jesse Fry to work on merging both these housing documents.
- Health Reform – Joey Wynn: hold off for now.

3. **Fact Sheet 1-Pagers**  
Develop templates for fact sheets and review existing surveillance systems for content.

- **Templates**: Create the templates. FL AIDS Action had great examples for us to work from.
- **Content**: Add content. As needed, submit a public records request for content.
  - Ted Howard has pulled data and data sources from Michael Ruppal and Michelle Scavnicky recommendations.

**Templates & Content:**
- Michael Ruppal will review content created by committee, then create format to plug into.
  - **Printable**
  - **Excel data sheets are compliments to these.**
- To request additional data from Lori Maddox at FL DOH’s HIV/AIDS Bureau (Epidemiology).

**Surveillance Systems:**
- Tom Liberti info is available and can be included with our fact sheets as separate supporting doc. Tom will help us with this data. The data is there, we need to decide how to present it.
- Florida 2009 Epidemiologic Profile Tables by Area:
4. **Snap-Shots**
e.g. - by county: Use existing PPT slides, etc.

Michael Ruppal and Michelle Scavnicky to create prototype and email to committee.
- One Excel file with multiple “Area” tabs and one state tab.
- Available data on FL Bureau of HIV/AIDS website.
- Like Meghan’s, but our to be posted online (TAI’s FHAAN page)
Some data coming out Lori Maddox at FL DOH’s HIV/AIDS Bureau (Epidemiology) this January and this April.

**Old Business:**
- **Communication Rules Survey**
  1. Committee approved questions.
  2. Committee recommended changing name to “Provider Survey”.
  Ted Howard to update survey title, and send out this week to: FHAAN, Lead Agency/Consortia, PCPG membership, Planning Council, CPG/Community Planning Group, etc.)
  Results due 1st week of March (prior to March committee meeting).

- **Alliance for Justice Webinar**
  Completed.

- **Tallahassee FHAAN Lobbying Day**
  Same day at Hep Lobby Day: Thursday March 17th, Tallahassee FL Capital, 9am-Noon.
  Jesse Fry to report back to full committee via email as soon as details are available.

**Next FHAAN Product and Policy Advocacy Committee Meeting:**
**Monday March 14, 2011 @ 2pm (ET)**
This committee meets the 2nd Monday of each month at 2pm (ET)

**Location:**
**Webinar** (online registration email to be delivered by one week in advance)
**Call-In #s:** 888.627.7005, 110097# (Thanks to Mick Sullivan and Tibotec!)