



**Florida Department of Health in Volusia County**  
**PCHAP Partnership for Comprehensive HIV/AIDS Planning**  
**Virtual Meeting / In-person – VCHD Holsonback Drive**  
**Thursday, July 15, 2021 - 3:00 – 5:00 p.m.**

## Planning Committee Meeting Minutes

**Attendees:** David Gaeta, Dr. Latreace Flynt, Tony Broxton, Marvin Hall, Michael Hall (Chair), Tamika Crumiell, Terry Geathers, Cynthia Lomax, Cynthia Ross, John Cannon III, Mary Lachendro, Michele Leider, John Gonzalez (Co-Chair), Ronald Jackson, Kelly Crump and Dr. Bhalani, and Xavier Nelson

**Guest:**

Speaker	Topic	Discussion
John Gonzalez	Welcome/Call to Order	<ul style="list-style-type: none"> <li>- Meeting called to order at 3:05 pm.</li> <li>- Reviewed Code of Conduct</li> <li>- Notice of Public Meeting and Self - Disclosure</li> <li>- Roundtable Introductions – Introductions to Todd Banks new EIC/MAC for Area 12</li> </ul>
John Gonzalez	Acknowledgement of PCHAP Code of Conduct	<ul style="list-style-type: none"> <li>- Code of Conduct was posted and reviewed by Planning Committee</li> </ul>
John Gonzalez	Moment of Silence	
Planning Committee	Past Meeting Minutes Approval	<p><b>Past Meeting Minutes Approval</b></p> <ul style="list-style-type: none"> <li>- <b>MOTION-</b> Minutes from, June 17, 2021 was Reviewed, Approved and Adopted by <i>Partnership for Comprehensive HIV/AIDS Planning (PCHAP)</i>, Planning Committee               <ul style="list-style-type: none"> <li>▪ <i>Dr. Latreace Flynt motion</i></li> <li>▪ <i>Cynthia Ross 2<sup>nd</sup> the motion</i></li> </ul> </li> </ul>
Planning Committee	In-person Planning Committee Meeting	<ul style="list-style-type: none"> <li>- Mandatory for all voting and officers to attend meeting in-person</li> <li>- In-person meeting attendance is optional for non-voting members, and those who works outside the Volusia County area</li> <li>- All Planning Committee members will be notified of meeting location prior to meeting date.</li> </ul>
Cynthia Ross	Ryan White Demographics & Budget	<ul style="list-style-type: none"> <li>- See attached demographic document</li> </ul>
Tony Broxton	Case Manager Update	<p>Client Referrals</p> <ul style="list-style-type: none"> <li>- June 2021 – 24</li> <li>- July 14, 2021 – 10</li> <li>- 1- New York</li> <li>- 1 - Taylor Correction Inst. – Taylor County</li> </ul>

**Florida Department of Health in Volusia County  
PCHAP Partnership for Comprehensive HIV/AIDS Planning  
Virtual Meeting / In-person – VCHD Holsonback Drive  
Thursday, July 15, 2021 - 3:00 – 5:00 p.m.**

**Planning Committee Meeting Minutes**

		- 2 – Lake Correction
<b>Marvin Hall</b>	<b>HIV Take Home Test Kits</b>	- No new updates.
<b>Terry Geathers</b>	<b>Collateral Materials</b>	- PCHAP Rack cards will be available to CBOs and Area 12 DOH staff <ul style="list-style-type: none"> <li>o Phone contact information needs to correct to reflect 386-281-6551 contact number</li> </ul>
<b>Planning Committee</b>	<b>New Fiscal Year Bylaws</b>	- Michael H. and John G. tasked to go over current Bylaws – make changes (if needed) and report back to PCHAP Planning Committee 9/16/2021.
<b>Planning Committee</b>	<b>Area 12 HIV Prevention Plan / PLOT</b>	- Area 12 Prevention Plan was shared with PCHAP Planning Committee - Establishing a PrEP Task Force team <ul style="list-style-type: none"> <li>o Michael H. will contact Dr. Reza (CAN Provider) regarding facilitating/overseeing team</li> </ul>
<b>Planning Committee</b>	<b>World AIDS Day Planning Committee</b>	- Next meeting is scheduled for, Friday, July 16, 2021 at McKay's at 4pm - Meeting is open to all CBOs, DOH and location community -
<b>Planning Committee</b>	<b>Other Community Events</b>	- A recurring calendar reminder is put in place – 2 <sup>nd</sup> Thursday of each month - Reminder will go out to all CBOs and Area 12 Prevention team - CBO and Area 12 Prevention testing, outreach and events must be submitted by the 3 <sup>rd</sup> Thursday of each month to Terry G. - All testing, outreaches and events must be posted on the Know your HIV Status Event Calendar website page <a href="https://knowyourhivstatus.com/calendar/">https://knowyourhivstatus.com/calendar/</a>
	<b>Questions/Concerns/Open Discussion</b>	- Next PCHAP meeting is scheduled for Thursday, September 16, 2021 from 3 – 5pm – all Chair and Officers were advised to meeting in-person all others Planning Committee members can continue to meet by virtual
	<b>Adjournment</b>	4:27 P.M.