

Minutes

**Membership
&
Public Relations
Committee Meeting
Minutes**

Facilitator: Eric Martinez

Date: 8/12/21

Time: 10:00 AM

Location: Teleconference

Monica Adelphouse
Health Planner

Attendance: Mary Sirmons, Dawn Jones, Renella Mitchell, Jackie Clarke, Eric Martinez, Steve Hoke, Jana Eschabach, Judith Backof, Emily Carmichael, Monica Adelphouse

1. Introduction & Moment of Silence

2. Review and Approval of Today's Agenda and Minutes: Previous Minutes and current Agenda approved.

Discussion:

A. Community Updates

Mary: Pastor Hazel did a soft opening and spiritual opening at her center in collaboration with Florida Community. And I gave to Dawn a list of all of the services that will be given.

- Dawn provided a COVID update.

Jana: So, I think, what is an important point to bring up is that, to see me last night, recommended, a booster shot for those who are immunocompromised, which would include all of our HIV patients, people living with HIV. So we are meeting today to figure out how to do that. But, I wanted to put that out so that everyone can be aware.

Dawn: Jana, I have that in a memo from the state so I will be sending it out to the providers.

Jana: I forgot to mention, as an update that our patients that are vaccinated are allowed to come into the office for a visit. But we've made a medical director decision that patients who choose to stay unvaccinated have the option to do a telemedicine visit. But at this time, we have had to many providers get sick. If the patient is not willing to do tele-medicine, then we cannot see them in person. We do offer the patients the vaccine as well. There have been no changes in our facility hours.

B. Active Membership List

C. Application Update and Process

Eric: Everyone has to update their applications yearly. If there are any updates in your application like telephone number or address. You should inform Monica.

Dawn: We have a community list that invites every organization for recruitment purposes. They are potential members from the community. I will forward the list to Monica. I think we should also stick to January with updating our membership list because it's just before the fiscal year and our monitoring. That way we can have active and current members on the list.

Eric: I have no problem with that.

D. Orientation Review and Update

Eric: Orientation is given 90 days after a new applicant is submitted their application and every year we are actually up for an update, an application update for everyone.

Dawn: I will also look back on my list to see who has taken the most updated orientation.

E. Website (Update)

Monica: I re-sent out the link to everyone to share to everyone.

Mary: Could we add a section about COVID?

Monica: I could link to the CDC.gov or Florida Health website about COVID updates.

3. Open Discussion

- None at this time.

Meeting Adjourned