



**Membership
&
Public Relations
Committee Meeting**

Facilitator: Eric Martinez

Date: 4/11/24

Time: 10:00 AM

Location: Teleconference

Danyelle Sheffield
Health Planner

Minutes

Attendance: Eric Martinez, Steve Hoke, Rashiemah Birks, Renella Mitchell, Channel Bonner, April Ganzy, Sandra Rangel, Michelle Peaslee, Carrie Hollinger, Danyelle Sheffield (HCSEF)

1. Introduction & Moment of Silence

2. Review / Approval of Agenda and Minutes

The current Membership Committee agenda was approved, and the previous Membership Committee meeting minutes were approved, with one note made. Eric had a comment on the section of previous meeting minutes where the bylaws were discussed. He mentioned the orientation packet needs to be reviewed by DOH before getting added to the bylaws, and he will be working with Channel to do so.

Discussion:

A. Community Update. (Standard)

Eric asked the group if there are any upcoming community updates.

April shared that on May 9th, Area 15 will be hosting a HIV Perinatal Symposium at the IRSC Campus in Port St. Lucie from 9:00 AM – 3:00 PM. This is a provider symposium and panel speakers are lined up, such as Dr. Ramgopal, to speak in relation to perinatal transmission. There are currently 55 people registered, but are expecting 100. April also mentioned there is a QR code in the flyer to register for the event that Danyelle sent out via email.

Michelle shared there is a One St. Lucie Health Fair and Symposium happening on Saturday May 4th from 9:00 AM – 1:00 PM at the Lincoln Park Community Center. She mentioned this event started out mainly engaging our faith-based community partners and has turned into a big project for our Minority Health liaison and In the Image of Christ. Michelle shared there will be free health screenings, including

everything from blood pressure readings, to HIV and STD testing, as well as vaccines administered by providers. There will also be community resources, health care resources, food demonstrations, exercise classes, and a one-hour introductory course on how to become a health champion/health ambassador for the community. Michelle stated she will send the flyer out to Danyelle to distribute to the committee.

Channel shared on behalf of Jackie Clarke that on April 15th and 16th, the Martin County health department will be offering STI, HIV, and Hepatitis C testing – April 15th will be at the Willoughby Blvd location and April 16th will be at the Indiantown location. Additionally, on April 22nd and 23rd, there will be free testing at the IRSC Chastain Campus on Salerno Rd in Stuart.

Eric shared on behalf of Natasha Ramlagan that Jackson Drugs will be providing \$50 gift cards to those who come to receive a COVID vaccine.

B. Website Update (New Updates)

Danyelle provided that for the month of March, there were thirty-five (35) total page views and ten (10) new visitors who visited the website. Additionally, twenty-eight (28) of those page views were from a mobile device, six (6) from a desktop computer, and one (1) from a tablet. Eric requested to receive a copy of the website report.

C. Bylaws Update Final Draft (Executive Committee)

Danyelle shared that she will be sending the bylaws out to the Executive Committee again for review due to the additional language on the AI requirements that were added in. Eric stated that if no one from the Executive Committee sends any feedback on the bylaws within a couple days from when Danyelle sends them out, then for her to go ahead and send to the General Body for review.

D. Orientation materials and application review

Eric stated there is both a short and long version of the orientation packet. Eric suggested the shortened version be placed into the appendix of the bylaws. Eric also suggested to Channel they have a discussion on finalizing the orientation packet in the near future when she is available, so it can be added to the bylaws. Eric asked if the application on the website allows you to fill it out and submit it directly from the website, instead of having to download a copy and then email it to DOH/HCSEF. Danyelle shared the application does allow applicants to type directly into the document on the website, but she will check to see if applicants can submit the application right from the site.

3. Open Discussion

Eric asked Renella about her plans for future involvement in the Planning Body and FCPN. Renella shared she feels one of the new co-chairs of the Planning Committee should take her position in the FCPN. Eric stated he feels that decision should be delegated to Channel as the HAPC, but that it also really comes down to what the bylaws read. He also mentioned as a reminder that DOH cannot hold a representative position within the FCPN. However, there are DOH alternates within the FCPN, so Eric acknowledged that if that needs to happen, there is justification due to the size of our Planning Body. Eric thanked Renella for her work and service in both of her roles. Renella shared she will continue her membership with the Area 15 Network even though she is no longer a co-chair of the Planning Committee.

Notes:

The meeting was adjourned at 10:32 AM.