



**Membership & Public Relations Committee Meeting
November 13, 2025 | 10:00 AM | Teleconference**

Attendees: Alex Ramirez, Carrie Hollinger, Channel Bonner, Edwin Torres, Miranda Talley, Rashiemah Birks, Tiffany Canate (HCSEF), Emily Carmichael (HCSEF)

Excused Absences: Natasha Ramalgan, Eric Martinez

Minutes

1. Introduction & Moment of Silence

- C. Hollinger called the meeting to order at 10:01 AM and welcomed the group. T. Canate conducted roll call. C. Hollinger led a moment of silence.

2. Review / Approval of Agenda and Minutes

- J. Clarke motioned to approve the Membership Committee agenda and meeting minutes as distributed, and M. Talley seconded.

Discussion:

A. Community Update (Standard)

- T. Canate provided a brief update regarding the statewide HIV Care Needs survey. She reminded the partners that HCSEF staff are available to help clients complete a survey, and the portal will close at the state level on November 30, 2025.
- C. Bonner announced that the HIV Section is no longer looking for a fiduciary agent due to feasibility concerns. C. Bonner also shared that DOH-St. Lucie had a 2% reduction in funding across patient care programs, but C. Bonner noted that the funding reduction should not change operations.
- R. Birks shared that Whole Family Health Center will have an event on December 2, 2025, from 10:00 AM to 2:00 PM. She invited partners interested in tabling to connect with her. She shared that information about the event will be widely distributed to their clients at the next Food is Medicine event, scheduled for Wednesday, November 19th, from 10:00 to 11:30 AM.

B. Website Update (New Updates)

- T. Canate reviewed the October 2025 website metrics:
 - New Visitors: 25
 - Returning Visitors: 4
 - Total Visitors: 29
 - Total Page Views: 53
 - Site Sessions: 36
 - Device Usage:
 - Desktop: 45 page views, 29 sessions, 24 unique visitors
 - Mobile: 8 page views, 7 sessions, 5 unique visitors

- Tablet: 0 page views, 0 sessions, 0 unique visitors

C. New Member Applications (If Applicable).

- C. Bonner and T. Canate affirmed that no new member applications have been received.
- C. Bonner noted she has reached out to previous contacts and engaged potential new prospective members. T. Canate noted that all contacts had been included in outreach emails and reminders.

3. Open Discussion

- No items were shared for open discussion.

4. Closing & Adjourn

- C. Bonner motioned to adjourn the meeting. S. Rangel seconded.

Meeting Adjourned at 10:12 am