



Miami-Dade HIV/AIDS Partnership Meeting
HistoryMiami, 101 W. Flagler Street
February 13, 2017

Approved March 20, 2017

#	Partnership Members	Present	Absent
1	Armand Jauregui, Jocelyn		X
2	Bennett, Brady	X	
3	Calvo, Jonathan	X	
4	Carvajal, Maritza		X
5	Conyers, Tamar		X
6	Downs, Frederick	X	
7	Duberli, Francesco		X
8	Forrest, David	X	
9	Gallardo, Enrique	X	
10	Hess, Amaris	X	
11	Hunter, Tabitha		X
12	Iadarola, Dennis		X
13	Jefferson, Cameka	X	
14	Kenneally, Sarah	X	
15	Locks, Lauren		X
16	Messick, Barbara		X
17	Miller, Ashley		X
18	Neff, Travis		X
19	Orozco, Eddie	X	
20	Pierre, Rudy	X	
21	Powell, James	X	
22	Puente, Miguel	X	
23	Quintero, Samuel	X	
24	Rice, Christopher	X	
25	Romero, Javier	X	
26	Siclari, Rick	X	
27	Tazoe, Roberto	X	
28	Troutman, Zena	X	
29	Valle, Carlos		X
30	Vaughn, Sannita	X	
31	Wall, Daniel T.		X
32	Wyatt-Sweeting, Michele		X
33	Vacant Federally Recognized Indian Tribe		
34	Vacant Housing, Homeless or Social Service Provider Representative		
35	Vacant Miami-Dade County Health Department Representative		
36	Vacant Representative Co-infected with Hepatitis B or C		
37	Vacant Representative of the Affected Community (PLWHA)		
38	Vacant Representative of the Affected Community (PLWHA)		
39	Vacant State Government/Medicaid Agency Representative		
#	Ex-Officio Members		
1	Diana Rodriguez, MDC Mayor Office		X
2	Vacant Board of County Commissioners		
Quorum = 13			

#	Alternate Representatives of the Affected Community	Present	Absent
1	McFeely, John	X	
2	O'Donnell, Brian		X
3	Rohn, David	X	
Guests			
	Acevedo, John		
	Concepciondo, Luisu		
	Ferrer, Luigi		
	Howard, Alexis	X	
	Ortega, Jose		
	Patel, Rishi		
	Sabatino, Donna		
	Shey, Ben		
	Theurer, Michelle		
	Valle-Schwenk, Carla		
	Wood, Casey		
Staff			
	Ladner, Robert		
	Ross, Elizabeth		
	Singh, Hardeep		

I. Call to Order/Introductions

The Chair, Eddie Orozco, called the meeting to order at 10:08 A.M. He welcomed everyone and asked for introductions.

II. Resource Persons

Mr. Orozco indicated Behavioral Science Research (BSR) staff as resource individuals. Elizabeth Ross stated that the Partnership meetings are recorded and the recordings and meeting minutes are available to the public.

III. Review/Approve Agenda

Members reviewed the meeting agenda. There were no changes made.

Motion to approve the agenda as presented.

Moved: Frederick Downs, Jr. Seconded: Christopher Rice Motion: Passed

IV. Floor Open to the Public

Mr. Orozco opened the floor to the public with the following statement:

“Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any item on our agenda today. If there is anyone who wishes to be heard, I invite you to speak now. Each person will be given three minutes to speak. Please begin by stating your name and address for the record before you talk about your concerns.”

There were no comments, questions, or concerns from the public.

V. Review/Approve Minutes of January 9, 2017

Members reviewed the minutes of January 9, 2017. There were no changes.

Motion to approve the minutes of January 9, 2017 as presented.

Moved: Miguel Puente Seconded: Frederick Downs, Jr. Motion: Passed

VI. Membership Report

Elizabeth Ross

Appointment of New Partnership Members

Amaris Hess and Cameka Jefferson have been appointed to the Partnership by the Miami-Dade County Mayor. Ms. Hess now fills the *Community AIDS Based Organization Representative* seat and Ms. Jefferson now fills one of the *Representatives of the Affected Community* seats.

Partnership members welcomed the new members.

Pending Approval of Partnership Application

There is still one Partnership applicant, Carlos Laso, who is still pending the Miami-Dade County Mayor's appointment to the Partnership. Mr. Laso has applied to fill the *Housing, Homeless or Social Service Provider Representative* seat.

Now that Ms. Hess and Ms. Jefferson are appointed to the Partnership, there are now six vacancies remaining on the Partnership.

Ms. Ross reviewed the February 2017 Vacancy Report (copy on file).

VII. Reports

▪ GRANTEE REPORTS

- Ryan White Part A/MAI Program

Carla Valle-Schwenk

Carla Valle-Schwenk informed Partnership members that the Part A/MAI expenditure report for FY 2016 printed on January 30, 2017 (copy on file) were in members' packets.

Ryan White Grant Award	Allocations for FY 2016	Total Expenditures for FY 2016 as of 01/30/17
Part A	\$24,723,321	\$14,884,905.95
MAI	\$2,736,895	\$1,949,916.13

Final closeouts are due March 30, 2017.

A few reports to the Health Resources and Services Administration are due soon.

Sweeps were conducted and a significant portion of Ryan White money was reallocated to the health insurance service category.

The Office of Management and Budget-Grants Coordination (OMB-GC) is in the process of completing contracts for the new Fiscal Year.

The Ryan White Program Service Delivery Guidelines for Fiscal Year 27 will be ready by March 1, 2017.

The Ryan White Program received a partial award for Fiscal Year 27.

- Part B Report

Sarah Kenneally

Sarah Kenneally reviewed the Florida Department of Health in Miami-Dade County Contract Managers' Report (copy on file).

All contracts for South Florida AIDS Network (SFAN)'s ADAP pre-screening services have been paid and services have been rendered.

The December 2016 invoice from SFAN was received on time and it was reported that SFAN pre-screened 182 clients for ADAP services.

All contract invoices and quarterly reports have been submitted on time and are in accordance to the terms of the contract.

- AIDS Drug Assistance Program (ADAP) Miami

Javier Romero, M.D.

Dr. Javier Romero reviewed the ADAP Miami Report (copy on file).

- **General Revenue**

Elizabeth Ross

Elizabeth Ross reviewed the *July 2016-June 2017 HIV/AIDS Demographic Data for PHT/SFAN Report* (copy on file).

In December of 2016, 738 clients received ambulatory/outpatient medical care, 847 received medical case management services, 534 received drugs/pharmaceuticals, 286 received hospital services, six received nursing home care, seven received nutrition counseling, one received oral health care, 360 received transportation services and 446 clients were referred to health or supportive care services.

A total of \$690,840 was spent on the aforementioned services in December; and \$3,101,269.92 has been spent as of year to date.

- **Housing Opportunities for Persons With AIDS (HOPWA)**

Roberto Tazoe

Roberto Tazoe reported that nothing has regarding the local HOPWA program has changed since he last reported to the Partnership.

Mr. Tazoe reported that there may be significant changes in the future. Mr. Tazoe has forwarded an email to Ms. Ross detailing these changes, which will be distributed to Partnership members.

Jonathan Calvo discussed with the Partnership his recent experience with re-enrolling for ADAP services. As a result of the discussion, Carla Valle-Schwenk offered to Mr. Calvo her contact information so that if he has any issues in the future he could contact her. Robert Ladner and Samuel Quintero reminded everyone that each agency has a grievance procedure that clients should utilize to express grievances. If the agency does not respond to the client's grievance, then the client should contact BSR or the Ryan White Program grantee.

• **COMMITTEE REPORTS**

- **Care and Treatment Committee**

Frederick Downs

The committee heard updates on the Ryan White Part A/MAI Program, Part B Program, and SFAN's General Revenue.

The committee reviewed utilization data of food bank with the current restrictions. Additional data will be presented at the next meeting.

The committee reviewed a three year comparison between Outpatient Medical Care and Health Insurance Services (see attached). Based on the current RFP totals, with which the program starts off the year, there will not be enough funds in the Health Insurance category to get through the month of May when the full award is expected; an additional \$880,000 will be needed. The committee decided to reduce the Outpatient Medical Care service category by \$880,000 and reallocated the funds to the Health Insurance category.

Motion to move FY 2017 Part A funding, reduce Outpatient Medical Care by \$880,000 and reallocate it to Health Insurance Services.

Moved: Frederick Downs

Seconded: Miguel Puente Motion: Passed

The next meeting is scheduled for March 2, 2017.

- **Executive Committee**

Samuel Quintero

The committee met to review suggested changes to the Partnership Bylaws. The Assistant County Attorney, Terrence Smith, provided clarification on the election process for chairs and chairs-elect of the Partnership and standing committees. The committee reviewed and approved the following language to be reflected in the Partnership Bylaws. Mr. Smith's suggested changes are tracked below.

*“Elected Chairs of the Partnership, standing committees and subcommittees shall serve a one (1) year term. No elected Chair may serve more than two (2) consecutive one-year terms. Notwithstanding the foregoing, the terms of office of elected Chairs of ad hoc committee or workgroups may be for less than one year depending on expiry date of such ad hoc committee or workgroup. Upon conclusion of the first one-year term in the month preceding election of a new Chair-elect, **elections shall be held in accordance with Section 4.4 of these Bylaws. †The Chair of the Partnership, standing committee or subcommittee may be nominated at this time to be elected for a second term. Other eligible members of the Partnership, standing committee or subcommittee, including but not limited to the Chair-elects, may also be nominated regardless of whether the current chair has elected to seek a second term as chair of the Partnership, standing committee or subcommittee. shall indicate whether they wish to remain for a second term. Approval of a second one-year term requires a majority vote. Upon conclusion of the Chair's second one-year term or failing a majority vote of approval for a second term, the Chair-elect shall become Chair and a new Chair-elect shall be elected.**”*

An individual who has served as an officer of a committee may reapply to be nominated as an officer of the same committee after a minimum of one year following completion of the prior term.”

The committee thought that Mr. Smith's suggestion was reasonable and fair but decided that since the Chair-elect will no longer automatically transition into the Chair position, the title of the Chair-elect should be changed to Vice-Chair throughout the Bylaws. Committee members agreed.

Motion to accept the suggested revisions to Section 4.3: Term of Office with the condition that Chair-elect is changed to Vice-Chair in Section 4.3 and throughout the Partnership Bylaws.

Moved: Samuel Quintero

Seconded: Miguel Puente

Motion: Passed

- **Strategic Planning Committee**

Miguel Puente

The committee elected Brian O'Donnell as its new chair-elect. Dr. Matilde Zayas is the committee's new chair.

The committee accepted four new members: Lileaus Hill, Nicola Kemmerer, James Powell and Robert Troy. There is now only one vacancy remaining on the committee.

The committee facilitated discussion on 1) specific retention in care activities listed in the Integrated Plan and 2) the utilization of mental health services and its impact on retaining clients in the Ryan White Program.

The next meeting is scheduled for March 10, 2017.

- **Housing Committee**

James Powell

The committee heard updates to the HOPWA program.

The committee re-elect James Powell for a second term as chair.

The committee had as a guest Christina Salinas Cotter, CFO of Miami-Dade Public Housing and Community Development, who heard a presentation on housing needs and provided information on the housing situation in the County.

The next meeting is scheduled for February 16, 2017.

- **Prevention Committee**

Sarah Kenneally

The committee elected Alexis Howard as its new Chair-elect and accepted Shayna Jefferson as a new member.

The committee discussed updates regarding committee activities for years 2017 and 2018.

Sarah Kenneally gave updates on the MSM Collaborative and Florida Department of Health initiatives.

- **Community Coalition Committee**

Sannita Vaughn

The committee heard a presentation from Donna Sabatino on *HIV and Aging*, discussed 2017 meeting locations and support group visits.

- **"Getting to Zero" Task Force Ad Hoc Committee**

Robert Ladner

The last two committee meetings of the Social and Support Services Committee and the Systems and Policy Committee of the Miami-Dade County HIV/AIDS "Getting to Zero" Task Force were held Wednesday, January 4. Final strategic action recommendations from these two committees, and designations of stakeholders and strategic partners, were combined with the strategic action recommendations of other committees, and submitted for review by the combined Task Force at its final meeting on January 20, 2017. The resulting Strategic Action Recommendations, statements of need and matrix of stakeholders and partners is to be provided to the Miami-Dade HIV/AIDS Partnership on the February 13 meeting, to be reviewed and approved by the Partnership and in turn to be provided to Mayor Carlos Gimenez for approval and presentation to the Board of County Commissioners.

Mr. Ladner informed the Partnership that members have a copy of the “Getting to Zero” Final Report in their packets to review and that next month the Partnership can approve it for submission to the Miami-Dade County Mayor. Mr. Ladner stated that the report is missing the summary letter. Ms. Kenneally reminded the Partnership that the Getting to Zero Task Force suggested that the report be presented to the Partnership today for approval.

Motion to approve the Getting to Zero Task Force Final Report with the condition that the missing letter from Mayor Carlos Gimenez be included and that BSR staff make editorial changes as appropriate.

Moved: Sarah Kenneally Seconded: Frederick Downs Motion: Passed
Opposed: Miguel Puente

Motion to accept all committee and grantee reports as presented.

Moved: Miguel Puente Seconded: Frederick Downs Motion: Passed

VIII. Standing Business

There was no standing business.

IX. New Business

- **Mini Reallocations for FY 2017** *Carla Valle-Schwenk*

The mini reallocations for FY 2017 was completed earlier in the meeting during the Care and Treatment Committee report.

- **Updates on Federal Policy Changes** *Joey Wynn*

Joey Wynn reviewed the FAPP and HHCAWG Coalition Meetings Updates (copy on file). Members had a copy of the updates in their packets.

- **Change in Partnership Meeting Dates** *All*

Mr. Ladner informed the Partnership that the Miami-Dade County Board of County Commissioners has scheduled one of its committee meetings on the second Monday of each month conflicting with Partnership meetings. Since the Partnership’s legal counsel, Terrence Smith, must attend both meetings, Mr. Smith recommended that the Partnership consider changing its meeting dates to the third Mondays of each month.

Partnership members agreed.

Motion to change the Partnership meeting dates to the third Monday of each month.

Moved: Miguel Puente Seconded: James Powell Motion: Passed

- **Chair Nominations** *BSR Staff*

Ms. Ross informed the Partnership reminded the Partnership that the Executive Committee has recommended changes to the chairs and vice-chairs term of office. These changes now require that the chair and vice-chair of each committee and the Partnership be re-elected each

year. As a result, the Partnership will convene chair and vice-chair elections at the next meeting. Ms. Ross asked members who were interested to see her after the meeting to determine their eligibility.

X. Announcements

Robert Ladner reviewed the New Clients in Ryan White Care for November 2016 (copies on file).

Ms. Ross highlighted changes to the February and March Partnership calendars (copies on file).

XI. Next Meeting

The next meeting is Monday, March 20, 2017 at HistoryMiami Museum.

XII. Adjournment

The meeting was adjourned at 11:45 A.M.

Motion to adjourn.

Moved: Miguel Puente

Seconded: James Powell

Motion: Passed