

be given three minutes to speak. Please begin by stating your name and address for the record before you talk about your concerns.”

The floor was opened to the public; there were no comments, questions, or concerns.

Review of August 7, 2015 Meeting Notes

Attendees reviewed the August 7, 2015 meeting notes. Stephen Alvarez stated that on page 3 of 3, New Hope Corporation should be New Hope CORPS.

There were no additional changes.

Review of Strategic Planning Session Procedures and Outline

Robert Ladner, Ph. D, reviewed the *Strategic Planning Session Procedures and Outline* (copy on file).

Update on BSR Staff Meeting with Pastor Thomas

Dr. Ladner distributed copies of a draft floor plan of the fellowship hall (copy on file) and reviewed a proposed design of the drop-in center. Dr. Ladner reported that Pastor Thomas informed BSR staff that all arrangements discussed about the drop-in center is tentative pending the Covenant Missionary Baptist Church (CMBC)'s Board of Trustees approval.

CMBC has a nonprofit organization called the Center for Virtual and Community Advancement (CVCA). As a certified not-for-profit organization, CVCA could act as the lead agency of the drop-in center. CMBC would like this collaboration with the workgroup to be long-term, and is willing to accommodate the drop-in center's evening hours of operation.

CMBC uses the fellowship hall on days that their soup kitchen is open, and the days that they are distributing food. Using a portion of the fellowship hall would not interfere with CMBC's festivities.

At this time, CMBC is not able to assist the workgroup with set up costs of the drop-in center. However, the soup kitchen, food pantry, and the GED preparation program is free to the public.

There will be a cost to use the fellowship hall. This cost will include access to the fellowship hall, electricity, water, internet, and access to bathrooms.

Tour of Covenant Missionary Baptist Church

Pastor Thomas gave workgroup members a tour of the fellowship hall, and the second floor.

Breakout Session and Discussion

The workgroup was divided into two discussion groups: discussion group #1 (administration and infrastructure of drop-in center) and discussion group #2 (programs and services provided at the drop-in center).

Below are the questions and responses of each discussion group:

Discussion group #1: Administration and Infrastructure of the Drop-in Center

Dr. Ladner moderated discussion group #1. Members of this workgroup answered four main questions or issues that must be addressed before creating the drop-in center.

1. *Identify potential funding sources:*
 - Community based organization funding
 - City and Miami-Dade County funding

- The Miami Foundation
- Private corporations
- Children's Trust
- United Way
- Publix
- Walmart
- Key Largo Honda Dealership

2. *Drop-in center expenses:*
 - Cost of renovation or reconfiguration
 - Onsite supervisor
 - Monthly expenses
 - Licensure and insurance of space
 - Transportation
3. *Before implementing a drop-in center, identify organizations that have made such a system work.*
4. *Organizational structure of CVCA*
 - Determine the feasibility of the CVCA being the fiscal agent of the drop-in center.
 - Determine when was the last time the CVCA had an audit done.

Discussion group #2: Programs and Services at the Drop-in Center

Ms. Ross moderated discussion group #2. Members of this workgroup answered five main questions or issues that must be addressed before creating the drop-in center.

1. *The workgroup suggested that the following services be provided at the drop-in center: GED preparation, employment placement and career training, mental health and support groups, child care services for those accessing the drop-in center, basic health screenings and STD testing including HIV, transportation for follow up medical care, food assistance, and housing assistance and referral. Which of these services can be provided at the drop-in center based on existing organizations?*
 - Basic health screenings (Florida Department of Health in Miami-Dade and Community Health of South Florida)
 - Mental health therapy (Hope for a Brighter Day, Community Health of South Florida, Infinite Ways Network, and New Hope CORPS)
 - Child care/afterschool services (CMBC)
 - Food assistance, specifically food pantry and soup kitchen (CMBC)
 - Food stamp and Medicaid eligibility screening (We Care of South Dade)
 - GED preparation (CMBC)
 - General case management (Infinite Ways Network)
 - HIV and STD testing and counseling (Community Health of South Florida, Florida Department of Health in Miami-Dade, and New Hope CORPS)
 - Housing assistance for HIV+ persons (City of Miami Housing Opportunities for AIDS)

-Housing assistance referral (We Care of South Dade)

-Support groups for HIV+ persons (Community Health of South Florida, and Pridelines Youth Services)

-Support groups for the LGBTQ community (Pridelines Youth Services)

-Support groups for the general community (New Hope CORPS and You Can Live Outreach)

2. *After considering existing organizations, are there any gaps in services needed at the drop-in center?*

Yes. Domestic violence counseling, and substance abuse treatment and counseling are needed.

At the drop-in center, Hope for a Brighter Day is willing to provide domestic violence counseling. Community Health of South Florida and New Hope CORPS are willing to provide substance abuse treatment and counseling.

3. *Are the agencies that are interested in providing service(s) at the drop-in center receiving funding from another source other than the Ryan White Part A Program? If so, does the other funding source require the agency to target a specific population? How will this affect the agency providing services to HIV+ and HIV- clients?*

Most of the agencies present were receiving funding from some other source, mainly Medicaid or accepts private insurance. A few agencies were not receiving funding, but provided pro bono services.

All agencies present, except the City of Miami HOPWA Program, served everyone. Only HIV+ persons are eligible for the City of Miami HOPWA Program.

4. *The South Dade Workgroup emphasized that the drop-in center should be opened during evening hours. Are there any known restrictions or limitations providing any of the programs or services at the drop-in center during evening hours?*

Most of the agencies did not have a problem with providing services in the evenings. Tabitha Hunter stated that she will have to confirm with Community Health of South Florida if they could provide basic health screenings in the evening.

5. *What would the participating agencies need for the drop-in center to provide for them to be able to provide their services?*

-A private space for HIV and STD testing and counseling.

-A private space for mental health counseling

-Desks and chairs

6. *What are the best times to operate the drop-in center?*

Mondays, Wednesdays, and Thursdays from 3:00 p.m. to 7:00 p.m.

Workgroup's Next Steps

After the breakout session, both discussion groups convened to discuss each group's responses.

Dr. Ladner suggested that BSR staff create concrete next steps for the workgroup based on today's findings, create a budget, draft a floor plan then meet with CMBC's Board of Trustees to determine if this collaboration will be feasible.

Kametra Driver suggested not using CMBC as the lead agency, because it could be an overwhelming undertaking for CMBC. Pastor Thomas agreed and stated that CMBC is willing to provide the space of the fellowship house, but did not intend for CMBC to oversee the drop-in center.

Ms. Driver also suggested that if there was no lead agency of the drop-in center, then the agencies are still able to facilitate the drop-in center as a collaborative. If this was the case, then agreements should be drafted between the agencies.

Announcements

Ms. Ross reviewed the flyers in the packet (copies on file).

Carla Valle-Schwenk announced that Miami-Dade County is releasing a draft of their community based organization general funding proposal for public comment. Those interested should log onto the Miami-Dade County website, www.miamidade.gov.

Adjournment

The strategic planning session ended at 1:47 p.m.