



**Miami-Dade HIV/AIDS Partnership Meeting**  
**Miami-Dade County Main Library, 101 West Flagler Street, Auditorium,**  
**Miami, FL 33130 and via Zoom**  
**August 17, 2021**

*Approved October 20, 2021*

#	Partnership Members	Present	Absent
1	Burks, Laurie Ann	x	
2	Downs, Frederick	x	
3	Duberli, Francesco	x	
4	Forrest, David	x	
5	Goldberg, David	x	
6	Henriquez, Maria	x	
7	Herz, Stephen		x
8	Hess, Amaris		x
9	Hunter, Tabitha		x
10	Iadarola, Dennis		x
11	Laso, Carlos	x	
12	Machado, Angela	x	
13	McFeely, John	x	
14	Messick, Barbara		x
15	Neff, Travis	x	
16	Puente, Miguel		x
17	Romero, Javier	x*	
18	Sarmiento, Abril	x	
19	Shmuels, Diego	x	
20	Siclari, Rick		x
21	Tazoe, Roberto	x	
22	Vaughn, Sannita	x	
23	Wall, Daniel T.	x	
24	<b>Vacant</b> Representative of the Affected Community		
25	<b>Vacant</b> Representative of the Affected Community		
26	<b>Vacant</b> Representative of the Affected Community		
27	<b>Vacant</b> Representative of the Affected Community		
28	<b>Vacant</b> Representative of the Affected Community		
29	<b>Vacant</b> Representative of the Affected Community		
30	<b>Vacant</b> Representative of the Affected Community		
31	<b>Vacant</b> Representative of the Affected Community		
32	<b>Vacant</b> Representative Co-infected with Hepatitis B or C		
33	<b>Vacant</b> Former Inmate of Local, State, or Federal Prison Rep.		
34	<b>Vacant</b> Other Federal HIV Program Grantee Rep. (SAMHSA)		
35	<b>Vacant</b> Hospital or Health Care Planning Agency Representative		
36	<b>Vacant</b> Federally Recognized Indian Tribe Representative		
37	<b>Vacant</b> Mental Health Provider Representative		
38	<b>Vacant</b> Miami-Dade County Public Schools Representative		
39	<b>Vacant</b> Non-Elected Community Leader, not an HIV provider		
<b>Quorum = 13</b>			
<b>*Indicates attendance via Zoom</b>			

#	Alternate Representatives of the Affected Community	Present	Absent
1	<b>Vacant</b>		
2	<b>Vacant</b>		
3	<b>Vacant</b>		
#	Ex-Officio Members	Present	Absent
1	<b>Vacant</b> MDC Mayor Office		
2	<b>Vacant</b> Board of County Commissioners		
Guests			
	Hodge, Vince*		
	Mester, Brad*		
	Montgomery, Emily		
	Poblette, Karen*		
	Verduga, Kepler*		
Staff			
	Bontempo, Christina		
	Kubilus, Barbara		
	Meizoso, Marlen		

Note: All documents referenced in these minutes were accessible to members and the public prior to (and during) the meeting, at [www.aidsnet.org/meeting-documents](http://www.aidsnet.org/meeting-documents). This meeting was held in a hybrid format with attendance in-person and via Zoom. Meeting documents were projected in the meeting room and on the Zoom shared screen.

**I. Call to Order**

Committee Chair, Travis Neff, called the meeting to order at 10:13 a.m.

## **II. Moment of Silence**

Mr. Neff advised the board that Partnership member and Care and Treatment Committee Chair Victor Gonzalez passed away on August 13, 2021. Members observed a moment of silence in remembrance of Mr. Gonzalez. Mr. Neff advised members to see staff after the meeting for details on a memorial fund set up by Mr. Gonzalez's family.

## **III. Introductions (In-person attendees)**

Members, guests, and staff attending in person introduced themselves.

## **IV. Roll Call (Zoom attendees)**

Staff read the names of members and guests participating via Zoom. Guests were asked to send a chat message to have their attendance recorded.

## **V. Housekeeping/Meeting Rules**

Mr. Neff presented the PowerPoint, *Partnership Meeting Housekeeping – Hybrid Meetings* (copy on file), including code of conduct, resource persons, and attendance. Members and guests were reminded that this meeting – including video, audio, and chat box input – is being recorded and will become part of the public record.

## **VI. Review/Approve Agenda**

Members reviewed the agenda; member John McFeely asked to be placed on the agenda under New Business regarding Bylaws.

**Motion to approve the agenda as amended.**

**Moved: John McFeely**

**Seconded: David Goldberg**

**Motion: Passed**

## **VII. Floor Open to the Public**

Mr. Neff 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. BSR has a dedicated telephone line as well as a general email address for statements to be read into the record. No statements were received via the telephone line or email.”*

Member Frederick Downs, requested staff provide information about COVID-19 booster shots on AIDSNET.org.

There were no other comments; the floor was then closed.

## **VIII. Review/Approve Minutes of July 14, 2021**

Members reviewed the minutes of the Partnership meeting of July 14, 2021. There were no corrections.

**Motion to approve the minutes of the July 14, 2021 as presented.**

**Moved: Frederick Downs**

**Seconded: Daniel T. Wall**

**Motion: Passed**

## **IX. Membership**

Mr. Neff highlighted vacancies as projected in the meeting room and on Zoom. Members were encouraged to bring a “plus-one” to each meeting.

## **X. Reports**

### **A. Grantee/Recipient Reports**

#### **▪ Ryan White Part A/Minority AIDS Initiative (MAI)**

*Daniel T. Wall*

Daniel T. Wall, Office of Management and Budget – Miami-Dade County (OMB), reported on Ryan White Part A/Minority AIDS Initiative (MAI) Program (RWP) updates. The latest expenditure reports and client count were projected (copies on file). OMB is submitting a request for carryover funds. In general, expenditures are above last year but not as high as 2019. Shifting trends in expenditures are expected due to COVID-19; trends in spending are getting back to normal.

Regarding MAI, per the Health Resources and Services Administration (HRSA), the legislative intent of MAI funds is that they will be used for niche programs for minority populations.

Telehealth services will continue to be funded by the Ryan White Program for the foreseeable future.

The Ryan White Program Part A/MAI grant guidance was released; OMB and BSR staff are working on completion of the grant.

Regarding prescription drugs benefit contracts, the process is still under negotiation.

#### **▪ Ryan White Part B**

*David Goldberg*

David Goldberg, Florida Department of Health in Miami-Dade County (FDOH), reviewed the *Florida Department of Health Expenditure/Invoice Reports* for June 2021 (copy on file). Expenditures and clients served are lower than expected due to other funding covering Part B services, particularly Emergency Financial Assistance for Test and Treat/Rapid Access (TTRA). About 25% of funds should have been spent to date and expenditures are trending in that direction.

FDOH is working with Provide Enterprises Miami (PE-Miami) on an integrated database which will be in line with Ryan White Program PE-Miami database and will reduce duplication of effort for medical case managers in entering client data. Training of FDOH staff on PE-Miami is ongoing.

#### **▪ AIDS Drug Assistance Program (ADAP) Miami**

*Javier Romero*

Dr. Javier Romero, FDOH-Miami-Dade County, was connected via Zoom. Due to technical difficulties the ADAP report was tabled. The report is available for review and attendees were asked to forward questions to staff.

#### **▪ General Revenue at SFAN**

*Angela Machado*

Angela Machado, South Florida AIDS Network, reviewed the General Revenue (GR) Report for July 2020-June 2021 (copy on file). June 30 is the end of the GR fiscal year. The program served 2,340 unduplicated clients for a total of \$6,580,704.89.

▪ **Housing Opportunities for Persons with AIDS (HOPWA)**

*Roberto Tazoe*

Roberto Tazoe, City of Miami, Department of Housing & Community Development, reported on updates to the HOPWA Program. The Long-Term Rental Assistance program is serving 827 clients and have called 70 persons off the waitlist. Due to COVID-19 precautions, client contacts have been virtual instead of in-person; there have not been any issues raised by the change in procedures.

The City is revisiting its budget in consideration that the Fair Market Rate is scheduled to increase by up to 10% next year. The percentage of rent paid by clients' is based on their income, not the rent rate. Any additional costs will need to be covered by the program.

The Short-Term Rental, Mortgage, and Utility Assistance (STRMU) Program is serving about 190 clients; Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding continues to assist with STRMU expenses.

Project-Based Housing is currently operating in three locations with another six-unit project planned for 2021-2022.

**B. Committee Reports**

*Committee Reports to the Miami-Dade HIV/AIDS Partnership* (copy on file) were projected on the shared screen and committee officers read the motions into the record for the board's consideration. In-person member attendees were provided a paper copy of the report.

▪ **Care and Treatment Committee**

Care and Treatment Committee Vice Chair, Dr. Diego Shmuels, read the Committee's report.

The Committee presented recommendations following completion of the Annual Needs Assessment, as follows:

□ **Special Populations**

HRSA requires Ryan White Program Part A/MAI grant recipients to establish priority populations for more intense focus in FY 2022-2023. Based on data, the Committee selected: 1) Black Males, 2) Black Females, and 3) Hispanic Male to Male Sexual Contact. The identification of these populations is not intended to be exclusive of other groups rather these are selected to be in line with HRSA requirements for MAI funding.

**Motion to prioritize for the grant application the following priority populations: Black males, Black females, and Hispanic Male to Male Sexual Contact.**

**Motion: Diego Shmuels**

**Seconded: Frederick Downs**

**Motion: Passed**

□ **Service Categories**

A revised excerpt of the Miami-Dade Ryan White Program Service Standards was presented.

**Motion to accept the Miami-Dade Ryan White Program Service Standards Excerpts for FY 2022, as presented.**

**Motion: Diego Shmuels**

**Seconded: Maria Henriquez**

**Motion: Passed**

□ **Priorities**

The Committee ranked Part A and MAI service categories as indicated below. Dr. Shmuels read the rankings into the record prior to voting.

**Motion to accept the YR 32 Ryan White Program Part A priorities as presented (below).**

**Motion: Diego Shmuels**

**Seconded: Frederick Downs**

**Motion: Passed**

<b>YR 32 (March 1, 2022 – February 28, 2023) Ryan White Program Part A Priorities</b>	
<b>YR 32 Rank</b>	<b>Services</b>
1	Medical Case Management, including Treatment Adherence Services [C]
2	Outpatient/Ambulatory Health Services [C]
3	Mental Health Services [C]
4	AIDS Pharmaceutical Assistance (Local Pharmacy Assistance Program) [C]
5	Oral Health Care [C]
6	Health Insurance Premium and Cost-Sharing Assistance for Low-Income Individuals [C]
7	Substance Abuse Services (Residential) [S]
8	Food Bank [S]
9	Substance Abuse Outpatient Care [C]
10	Medical Transportation (Vouchers) [S]
11	Emergency Financial Assistance [S]
12	Outreach Services [S]
13	Other Professional Services (Legal Assistance and Permanency Planning) [S]

C=core services    S=support services

**Motion to adopt the YR 32 Ryan White Program MAI priorities as presented (below).**

**Motion: Diego Shmuels**

**Seconded: Sannita Vaughn**

**Motion: Passed**

<b>YR 32 (March 1, 2022 – February 28, 2023) Ryan White Program MAI Priorities</b>	
<b>YR 32 Rank</b>	<b>Services</b>
1	Medical Case Management, including Treatment Adherence Services [C]
2	Outpatient/Ambulatory Health Services [C]
3	Mental Health Services [C]
4	Substance Abuse Outpatient Care [C]
5	Medical Transportation (Vouchers) [S]
6	Outreach Services [S]
7	Emergency Financial Assistance [S]

C=core services    S=support services

□ **Part A Grant Budget**

The committee developed YR 32 Part A and MAI grant budgets using the notice of funding ceiling limit and available data. Dr. Shmuels read the recommendations into the record prior to voting.

**Motion to allocate \$529,539 (2.42%) to the Food Bank service category for the YR 32 Part A Grant Funding Budget.**

**Motion: Diego Shmuels**

**Seconded: Frederick Downs**

**Motion: Passed**

*Note: Food Bank service was voted separately at the Care and Treatment Committee meeting due to a conflict of interest for one member who represents the sole provider of that service. The member was not present at today's meeting.*

**Motion to adopt the remaining YR 32 Part A Grant Funding Budget dollar amounts and percentages as presented (below).**

**Motion: Diego Shmuels**

**Seconded: Sannita Vaughn**

**Motion: Passed**

MIAMI DADE COUNTY		
RYAN WHITE PROGRAM		
YR 32 PART A GRANT FUNDING		
BUDGET WORKSHEET		
SERVICE CATEGORIES (ALPHABETIC ORDER)	YR 32 RECOMMENDATION	YR 32 %
AIDS PHARMACEUTICAL ASSISTANCE [C]	\$88,255	0.40%
EMERGENCY FINANCIAL ASSISTANCE [S]	\$88,253	0.40%
HEALTH INSURANCE PREMIUM AND COST SHARING FOR LOW-INCOME INDIVIDUALS [C]	\$595,700	2.72%
MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C]	\$5,869,052	26.78%
MEDICAL TRANSPORTATION [S]	\$154,449	0.70%
MENTAL HEALTH SERVICES [C]	\$132,385	0.60%
ORAL HEALTH CARE [C]	\$3,088,975	14.09%
OTHER PROFESSIONAL SERVICES (LEGAL SERVICES AND PERMANENCY PLANNING) [S]	\$154,449	0.70%
OUTPATIENT/AMBULATORY HEALTH SERVICES [C]	\$8,847,707	40.37%
OUTREACH SERVICES [S]	\$264,696	1.21%
SUBSTANCE ABUSE OUTPATIENT CARE [C]	\$44,128	0.20%
SUBSTANCE ABUSE SERVICES (RESIDENTIAL) [S]	\$2,061,204	9.40%

□ **MAI Grant Budget**

The Committee’s recommended allocations were adjusted slightly to match the designated percentages, as noted in the table below. Motions were read into the record indicating adjusted allocations.

**Motion to allocate \$19,200 (0.81%) to Mental Health Services; \$39,816 (1.69%) to Outreach; and \$8,058 (0.34%) to Substance Abuse Outpatient Care for the YR 32 Minority AIDS Initiative (MAI) Grant Funding Budget.**

**Motion:** Daniel T. Wall                      **Seconded:** Frederick Downs                      **Motion:** Passed  
**Excused:** Dr. Diego Shmuels *Dr. Shmuels indicated a voting conflict as a representative of the sole MAI-funded provider of services covered in this motion. Dr. Shmuels left the meeting during the vote and completed Form 8B (attached to these minutes) indicating his conflict. Dr. Shmuels returned to the meeting following this vote.*

**Motion to allocate \$906,552 to Medical Case Management, including Treatment Adherence Services; \$1,366,953 to Outpatient/Ambulatory Health Services; \$7,628 to Medical Transportation; and \$12,087 to Emergency Financial Assistance.**

**Motion:** Diego Shmuels                      **Seconded:** Daniel T. Wall                      **Motion:** Passed

MIAMI DADE COUNTY RYAN WHITE PROGRAM YR 32 MINORITY AIDS INITIATIVE (MAI) GRANT FUNDING BUDGET WORKSHEET			
SERVICE CATEGORIES (ALPHABETIC ORDER)	YR 32 RECOMMENDATION	ADJUSTED YR 32 RECOMMENDATION	YR 32%
MENTAL HEALTH [C]	\$18,960.00	\$19,200.00	0.81%
OUTREACH SERVICES [S]	\$39,816.00	\$39,816.00	1.69%
SUBSTANCE ABUSE OUTPATIENT CARE [C]	\$8,058.00	\$8,058.00	0.34%
MEDICAL CASE MANAGEMENT, INC. TREATMENT ADHERENCE SERVICES [C]	\$903,920.00	\$906,552.00	38.41%
OUTPATIENT/AMBULATORY HEALTH SERVICES [C]	\$1,362,753.00	\$1,366,953.00	57.91%
MEDICAL TRANSPORTATION [S]	\$7,628.00	\$7,628.00	0.32%
EMERGENCY FINANCIAL ASSISTANCE [S]	\$12,087.00	\$12,087.00	0.51%
	<b>\$2,353,222</b>	<b>\$2,360,294</b>	<b>97.16%</b>

▪ **Other**

It was noted that the activities under the Joint Integrated Plan Review Team were tabled since the meeting failed to reach quorum.

There were no additional action items from standing committees; Mr. Neff called for a motion:

**Motion to accept the Membership, Grantee/Recipient, and Committee Reports as presented.**

**Moved:** Frederick Downs                      **Seconded:** Daniel T. Wall                      **Motion:** Passed

**XI. Standing Business**

There were no Standing Business items.

**XII. New Business**

▪ **A Work of ART – Miami Workshop Report**

Member John McFeely presented a summary of the viral suppression communication campaign, A Work of ART. The campaign celebrates people with HIV as “works of ART” and seeks to reduce stigma and

discrimination, build community trust, and create linkages between people with HIV and community stakeholders. The campaign is being launched in English and Spanish, with a Spanglish version pending. One of the key recommendations is reestablishing trust and rebuilding relationships between clinicians and clients. Members discussed this further in the

▪ **New Business**

Mr. McFeely noted that the process for nominations and elections was not followed per the Bylaws and took issue with the Chair's conduct regarding the waiver procedures conducted at the August 17, 2021 meeting. Mr. McFeely proposed a motion:

**Motion to refer Bylaws changes and Partnership Chair conduct to the Executive Committee.**

**Moved: John McFeely**

**Seconded: None**

There was no second to the motion; therefore the motion was not considered.

Staff noted the Executive Committee would be reviewing Bylaws as part of their regular business. Miami-Dade County Assistant County Attorney, Terrence A. Smith, will be invited to attend the Executive Committee meeting to advise on Bylaws changes.

**XIII. Announcements**

Daniel T. Wall announced the new Miami-Dade County opioid abuse prevention campaign, Opt Out of Opioids. The campaign includes a large media presence on buses and high-traffic areas, particularly focused in Overtown, Palmetto Bay, and Hialeah.

**XIV. Next Meeting**

Mr. Neff announced the next meeting is September 20, 2021 at the Miami-Dade Library and via Zoom.

**XV. Adjournment**

Mr. Neff called for a motion to adjourn.

**Motion to adjourn.**

**Moved: Frederick Downs**

**Seconded: Sannita Vaughn**

**Motion: Passed**

The meeting adjourned at 11:38 a.m.





ATTACHMENT

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS	
LAST NAME—FIRST NAME—MIDDLE NAME Shmuels, MD, Diego	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Miami-Dade HIV/AIDS Partnership
MAILING ADDRESS [REDACTED]	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY North Bay Village	COUNTY Miami-Dade
DATE ON WHICH VOTE OCCURRED 08/17/21	NAME OF POLITICAL SUBDIVISION
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

**WHO MUST FILE FORM 8B**

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

**INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES**

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

**ELECTED OFFICERS:**

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

**APPOINTED OFFICERS:**

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

**IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:**

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Diego Shmuels, MD, hereby disclose that on August 18, 2021 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of Borinquen Medical Center, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Ryan White Program Minority AIDS Initiative funding for Mental Health Therapy, Outpatient Substance Abuse and Outreach. Borinquen Medical Center is the sole provider of those services under Ryan White Program Minority AIDS Initiative funding.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

08/17/21

Date Filed

Signature



NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.