



Strategic Planning Committee Meeting
Miami-Dade County Main Library, 101 West Flagler Street,
Auditorium, Miami, FL 33130 and via Zoom
October 8, 2021

#	Members	Present	Absent	Guests
1	Cardwell, Joanna	x*		Martinez, Susy*
2	Gallo, Giselle	x		Mester, Brad*
3	Goldberg, David	x		Palmer, Kirk*
4	Hess, Amaris	x		Villamizar, Kira
5	Hilton, Karen	x*		
6	Hunter, Tabitha	x		
7	Labbée, Andrea		x	
8	Machado, Angela	x		
9	Messick, Barbara	x		
10	Monestime, Roselaine	x		
11	Mooss, Angela	x		
12	Neff, Travis		x	
13	Puente, Miguel		x	
14	Sheehan, Diana M.	x		
15	Valle-Schwenk, Carla	x		
16	Vacant			
17	Vacant			
18	Vacant			
19	Vacant			
20	Vacant			
21	Vacant			
22	Vacant			
23	Vacant			
24	Vacant			
Quorum = 6		*Zoom Attendee		
				Staff
				Bontempo, Christina
				Kubilus, Barbara
				Ladner, Robert

Note that all documents referenced in these minutes are on file were accessible to members and the public prior to (and during) the meeting, at www.aidsnet.org/meeting-documents. This meeting was held in a hybrid format with attendance in-person and via Zoom.

I. Call to Order

Committee Vice Chair, David Goldberg, called the meeting to order at 10:03 a.m.

II. Housekeeping/Meeting Rules

Mr. Goldberg presented the PowerPoint, *Partnership Meeting Housekeeping - Hybrid Meetings (In-Person and Zoom)*, which includes general reminders, code of conduct, and meeting participation best practices. 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. Zoom attendees were reminded to chat their name for attendance; in-person attendees were reminded to sign the sign-in sheet.

III. Introductions

In-person attendees introduced themselves.

IV. Roll Call

Behavioral Science Research Corp. (BSR) staff read each Zoom attendees' name into the record. Zoom attendees were asked to send a chat message to have their attendance recorded.

V. Review/Approve Agenda

Mr. Goldberg asked members to review the agenda. There were no changes.

Motion to approve the agenda as presented.

Moved: Angela Mooss

Seconded: Carla Valle-Schwenk

Motion: Passed

VI. Floor Open to the Public

Mr. Goldberg 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.”

There were no comments. Mr. Goldberg closed the floor for public comment.

VII. Review and Approve Minutes of July 9, 2021

Members reviewed the July 9, 2021. There were no changes.

Motion to approve the Minutes of July 9, 2021 as presented.

Moved: Barbara Messick

Seconded: Angela Mooss

Motion: Passed

VIII. Reports

▪ Membership

Staff advised that the October 20 Partnership meeting will include voting on the recommendation of three new members, including Part D seat for outgoing member, Barbara Messick; Representative of the Affected Community seat; and Representative of Jails seat. Members are encouraged to promote membership opportunities on all committees.

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

Member Carla Valle-Schwenk, Office of Management and Budget – Miami-Dade County (OMB), advised that there are only three Ryan White Part A/MAI contracts pending final signatures. Next month, reporting on total expenditures should be more in line with expected expenditures-to-date.

Ms. Valle-Schwenk announced that the Ryan White Part A/MAI grant application, requesting a total of \$27,754,540, was submitted on time. She thanked all those involved in completion of the grant, including Ryan White clients for their survey input, and BSR, OMB, and Florida Department of Health in Miami-Dade

County (FDOH-MDC).

IX. Standing Business

▪ **Final Assessment of Administrative Mechanism Report**

Staff noted the *Assessment of the Ryan White Program Recipient Administrative Mechanism Fiscal Year (FY) 2020-2021 Report* had been posted since July. Approval of the report was delayed due to meetings not reaching quorum. The assessment is a Health Resources and Services Administration (HRSA) requirement. Completion of the assessment satisfies the HRSA Ryan White Part A/MAI grant requirement. Members may wish to review the results at a future meeting to determine if any process or procedural changes are recommended.

Motion to approve the *Assessment of the Ryan White Program Recipient Administrative Mechanism Fiscal Year (FY) 2020-2021 Report* as presented.

Moved: Angela Mooss

Seconded: Angela Machado

Motion: Passed

X. New Business

▪ **Integrated HIV Prevention and Care Plan Guidance (2022-2026)**

Members were reminded to review the Integrated Plan guidance in advance of the November 8 Joint Integrated Plan Review Team meeting. A planning call regarding the structure of the Integrated Plan is scheduled for next Tuesday; OMB, FDOH-MDC, and BSR will be present on the call. At that time, it will be determined how the plan will be structured: either as an integrated state/city prevention and care plan; and integrated state-only prevention and care plan, and/or and integrated city-only prevention and care plan. Members will be advised of updates at the meeting and can then begin revising the Plan.

XI. Announcements

There were no announcements.

XII. Next Meeting

Mr. Goldberg announced the next meeting is the Joint Integrated Plan Review Team meeting on November 8, 2021 at the Library. It was noted the meeting will be two hours.

XIII. Adjournment

Mr. Goldberg called for a motion to adjourn.

Motion to Adjourn.

Moved: Carla Valle-Schwenk

Seconded: David Goldberg

Motion: Passed

The meeting adjourned at 10:24 a.m.