



Executive Committee Meeting
Behavioral Science Research Corporation
2121 Ponce de Leon Boulevard, Suite 230, Coral Gables, FL 33134 and via Zoom
April 27, 2022

Approved June 29, 2022

#	Members	Present	Absent	Guests
1	Ade, Rose N.		X	Raul Hernandez
2	Burks, Laurie Ann		X	Angel Camacho
3	Downs Jr., Frederick		X	
4	Goldberg, David	X		
5	Iadarola, Dennis	*		
6	McMullen, Lamar	X		
7	Mooss, Angela	X		
8	Perez-Bermudez, Alberto	*		
9	Sarmiento, Abril	X		Staff
10	Sheehan, Diana M.	X		Bontempo, Christina
11	Shmuels, Diego	X		Ladner, Robert
12	Tramel, Alecia	*		Meizoso, Marlen
Quorum = 5 * virtual attendees				

Note that 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. This meeting was held in a hybrid format with attendance in-person and via Zoom.

I. Call to Order

Executive Committee Chair, Dennis Iadarola called the meeting to order at 10:13 a.m.

II. Housekeeping/Meeting Rules

Marlen Meizoso briefly reviewed the PowerPoint, *Partnership Meeting Housekeeping -- Hybrid meetings* (copy on file), which briefly explains best meeting practices and decorum. 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.

III. Introductions and Roll Call

Members and staff introduced themselves; staff announced online attendees.

IV. Floor Open to the Public

Mr. Iadarola 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 members of the public present; the floor was subsequently closed.

V. Review/Approve Agenda

The committee reviewed the agenda and accepted it as presented.

Motion to approve the agenda.

Moved: David Goldberg

Seconded: Dr. Angela Mooss

Motion: Passed

VI. Review/Approve Minutes of December 15, 2021

Members reviewed the minutes of the Executive Committee meeting of December 15, 2021, and accepted them as presented.

Motion to approve the minutes of the December 15, 2021, meeting as presented.

Moved: Alberto Perez-Bermudez

Seconded: David Goldberg

Motion: Passed

VII. Standing Business

▪ Vacancy Updates

Marlen Meizoso reviewed the Vacancy Report (copy on file). There are still several vacancies on the Partnership, committees, and the subcommittee. Members were encouraged to invite others to meetings or have interested parties contact staff.

A member raised the issue that membership maybe affected by the current housing crisis since possible members may not live in Miami-Dade County. Staff indicated waivers for required seats on the Partnership can be requested by the Board of County Commissioners but historically are not granted.

▪ Officer Training (meeting dates and presentation)

Marlen Meizoso and Christian Bontempo reviewed the officer training presentation (copy on file). The presentation provided an overview of the responsibilities of the Executive committee, roles of officers, meeting dates, tip and tools for running meetings including the agenda guide, highlights on Roberts Rules of Order, Code of Conduct, and the Bylaws. The agenda guide which serves as a script for officers can be read verbatim or modified per the discretion of the officer.

VIII. New Business

▪ Quorum at meetings and the bylaws

Some members raised a question regarding quorum at meetings. The prior problem was members could attend meetings both online and in-person, but effective May 1, 2022, all meetings are in person only. A member suggested since clients are now more apt to be working and doing better, they are less likely to attend meetings. Instead of having the committees look bad because members are not participating, maybe the number of members should be revised. The Committee indicated that they would like to discuss shrinking the membership size. Staff indicated that an analysis of current membership and breakdown of affected seats required will need to be done and can be presented at the next meeting.

▪ July meetings of Strategic and Prevention

Christina Bontempo indicated that with the current work the Joint Integrated Plan is doing, the July

meetings are scheduled to be separate meetings. She proposed that the July meeting be cancelled to allow for finalizing items since the August meeting is a joint meeting. The Chairs of the Prevention and Strategic planning committee agreed that it would be a good idea. Cancellation of the July meeting will be proposed at the next Joint Integrated Plan meeting.

IX. Announcements

Christina Bontempo indicated that pictures of officers are being sought to populate the website. If officers have not submitted a picture, please do so as soon as possible. Pictures are not required but they do provide a more personalized touch to the website.

X. Next Meeting

The next regularly scheduled Executive Committee meeting will be June 29, 2022.

XI. Adjournment

Motion to adjourn:

Moved: Dr. Diego Shmuels

Second: Dr. Angela Mooss

Motion: Passed

Dennis Iadarola adjourned the meeting at 11:46 a.m.