



Executive Committee Meeting
Behavioral Science Research Corporation
2121 Ponce de Leon Boulevard, Suite 240,
Coral Gables, FL 33134
August 22, 2022

Approved November 16, 2022

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

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.

I. Call to Order

In the chair’s absence David Goldberg volunteered to chair until the chair arrived. Mr. Goldberg called the meeting to order at 10:12 a.m.

II. Meeting Housekeeping and Rules

Mr. Goldberg reviewed the meeting rules and housekeeping presentation (copy on file), which provided the ground rules and reminders for the meeting. He identified Behavioral Science Research (BSR) staff as resource persons for the meeting. Mr. Iadarola arrived and assumed chairing the rest of the meeting.

III. Introductions

Mr. Iadarola introduced himself and requested members and staff introduced themselves.

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. The Committee made a motion to accept the agenda as presented.

Motion to approve the agenda as presented.

Moved: David Goldberg

Seconded: Frederick Downs

Motion: Passed

VI. Review/Approve Minutes of June 29, 2022

Members reviewed the minutes of June 29, 2022, from the Executive Committee and an error was noted. A statement indicating that the meeting was held in a hybrid format was included in error. The Committee made a motion to accept the minutes with the correction of striking the hybrid statement.

Motion to approve the minutes of the June 29, 2022, as corrected.

Moved: Abril Sarmiento

Seconded: Dr. Angela Mooss

Motion: Passed

VII. Standing Business

▪ Committee Reports to Executive

The Executive Committee was tasked with reviewing the committee report since the Partnership did not meet and the one motion was time sensitive (copy on file). Nominations for the area 11A patient care representatives are due by August 31. The Care and Treatment Committee selected the nominees, but these needed to be ratified. Mr. Downs reviewed the motion.

Motion to nominate Travis Neff (member) and Dr. Diego Shmuels (alternate) as the area 11A Florida Comprehensive Planning Network Patient Care representatives.

Moved: Frederick Downs, Jr.

Seconded: Dr. Diana Sheehan

Motion: Passed

Mr. Iadarola requested the rest of the report be reviewed, since there were no additional motions.

▪ Meeting Composition Review and Bylaws Adjustment

Mrs. Meizoso reviewed the Committee Composition “Current vs. 16-Member Scenario” Analysis (copy on file). Staff consulted Terrence Smith, Assistance County attorney, to verify if there are any legal barriers to reducing committee size, and there are none. Information on the Partnership and all committees was presented for comparison. The reduction to 16 members from 24 members on committees produces a net reduction of 60% on vacancies. The analysis presented what the ideal breakdown would be of the 16 members (with 5 members being members of the affected community). Prevention is the only committee that requires funded DOH contractors to sit on the committee, so the Committee decided not to reduce its size. The Committee made motions ratifying their selection.

Motion to leave the Prevention Committee at 24 members.

Moved: Frederick Downs, Jr.

Seconded: David Goldberg

Motion: Passed

Motion to reduce Care and Treatment, Strategic Planning, Housing, Community Coalition, and Medical Care Subcommittee from 24 to 16 members.

Moved: Dr. Angela Mooss

Seconded: Dr. Diana Sheehan

Motion: Passed

Language will need to be drafted in the bylaws and policy and procedures to change the membership threshold. A draft for review will be brought to the October meeting, or if available, the September

meeting.

VIII. New Business

▪ September 28, 2022 meeting

Mrs. Meizoso indicated that if the Partnership cannot make quorum in September the Executive Committee will need to meet, since time sensitive items required by HRSA are on the agenda. Members were advised to mark their calendars for the date. Staff polled members present and except for Dr. Sheehan, who will be out of state at a conference, all members can attend a September 28 meeting. Staff will endeavor to contact Partnership members to gauge participation. A notice would be sent out the week before if the Executive Committee would need to meet.

IX. Announcements

Mrs. Meizoso announced the monthly symposium (June-September) presented by FIU/BSR on research conducted on the Ryan White Program will next be held August 31. Zoom information for the symposium has been posted online. Community Coalition will be meeting this month at Pridelines if anyone wishes to promote the event. Details regarding the event are also posted online. Christina Bontempo indicated pictures of officers are still being sought though not required. Please forward a picture as soon as possible for posting. At this week's Ryan White Conference, Miami-Dade County will be presenting information on community involvement in the integrated planning process. Information on the session will be forwarded by staff for those interested in attending. Abril Sarmiento indicated that at the Florida Comprehensive Planning Network meeting integrated planning discussions were held and input will be provided back to local areas within the next two weeks.

X. Next Meeting

The next regularly scheduled Executive Committee meeting is October 26, 2022.

XI. Adjournment

Dennis Iadarola adjourned the meeting at 10:50 a.m.