



**Executive Committee Meeting**  
**Behavioral Science Research Corporation**  
**2121 Ponce de Leon Boulevard, Suite 240,**  
**Coral Gables, FL 33134**  
**June 29, 2022**

*Approved August 22, 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		<b>Staff</b>
9	Sheehan, Diana M.	X		Bontempo, Christina
10	Shmuels, Diego	X		Ladner, Robert
11	Tramel, Alecia		X	Meizoso, Marlen
<b>Quorum = 5</b>				

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](http://www.aidsnet.org/meeting-documents).

**I. Call to Order**

Executive Committee Chair, Dennis Iadarola called the meeting to order at 10:09 a.m.

**II. Meeting Housekeeping and Rules**

Mr. Iadarola 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.

**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. Alecia Tramel was not in attendance, so staff can review that item. Alberto Perez Bermudez is also not in attendance, therefore Mr. Iadarola can review those items. The Committee made a motion to accept the agenda with those changes.

**Motion to approve the agenda with changes.**

**Moved: David Goldberg**

**Seconded: Abril Sarmiento**

**Motion: Passed**

## VI. Review/Approve Minutes of April 27, 2022

Members reviewed the minutes of the Executive Committee meeting April 27, 2022 and accepted them as presented.

**Motion to approve the minutes of the April 27, 2022, meeting as presented.**

**Moved: Dr. Angela Mooss**

**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.

### ▪ **Committee Reports from Partnership**

The Executive Committee was tasked with reviewing the committee report since the Partnership could not make quorum (copy on file). There were four motions from the Care and Treatment. The Committee had reviewed FY 31 Part A (\$4,076,477) and MAI (\$1,212,670) carryover funds and made allocations to several categories as indicated below.

**Motion to allocate FY31 Part A carryover funds as shown below: \$400,000 to medical case management; \$600,000 to outpatient/ambulatory health; \$300,000 to mental health services; \$1,000,000 to oral health care; \$259,924 to health insurance services; \$200,000 to substance abuse residential, and \$316,553 to substance abuse outpatient.**

**Moved: Dr. Diego Shmuels**

**Seconded: April Sarmiento**

**Motion: Passed**

**Motion to allocate FY31 Part A carryover funds of \$1,000,000 to food bank.**

**Moved: Dr. Diego Shmuels**

**Seconded: Dr. Angela Mooss**

**Motion: Passed**

**Motion to allocate FY 31 MAI carryover funds of \$400,000 to medical case management and \$500,000 to outpatient/ambulatory health.**

**Moved: Dr. Diego Shmuels**

**Seconded: Dr. Angela Mooss**

**Motion: Passed**

Dr. Diego Shmuels had a conflict with the service categories which were going to be discussed in the next motion, since he works for Borinquen, the sole provider of those services under MAI. He left the room, completed form 8B outside, and when the vote was concluded was invited to return to the meeting.

**Motion to allocate FY 31 MAI carryover funds of \$106,335 to mental health services; \$106,335 to substance abuse outpatient; and \$100,000 to outreach.**

**Moved: Dr. Angela Moos**

**Seconded: David Goldberg**

**Motion: Passed**

Mrs. Meizoso summarized the Community Coalition items on the report since there were no motions.

▪ **Meeting Composition Review**

Mrs. Meizoso reviewed the Committee Analysis report which presented the current committee and subcommittee membership, along with three reduction scenarios (copy on file). The three scenarios broke down the membership by vacancies and one-third members of the affected community. Of the three scenarios, number three -- a 33% reduction -- was favored. Prevention would be over the sixteen-member max, but language could be written to allow for this situation. There also have to be enough vacancies remaining to allow for members who join the Partnership to join a committee or the subcommittee. Staff will need to review assignments to see if there will be an issue with the preferred scenario. Language will also need to be drafted in the bylaws to change the membership threshold. It was suggested that the County should require in contracts with Ryan White providers to forward names of potential clients to the Partnership at regular intervals. The item could be included as part of a report card.

**VIII. New Business**

▪ **Code of Conduct Review**

Mrs. Meizoso presented the Code of Conduct with some suggested updates (copy on file) in order to align it with the current Partnership bylaws and policy and procedures. The suggested deletions or additions were redlined. The Committee reviewed the items and voted to accept the document with the changes. Once approved all current members can sign the revised document.

**Motion to accept the revised Code of Conduct.**

**Moved: Dr. Diana Sheehan**

**Seconded: David Goldberg**

**Motion: Passed**

▪ **Possible July meeting**

Mrs. Meizoso indicated that if the Partnership cannot make quorum in July the Executive Committee may need to meet, since time sensitive items are on the agenda. Members were encouraged to leave the July date open on their calendars. If the meeting does not take place, the next meeting would be during the week of the National Ryan White Conference and may need to be moved. Availability on a Monday in late August will be reviewed.

**IX. Announcements**

Mrs. Meizoso indicated two flyers (copies on file) that should be shared with others. The first flyer announces a monthly symposium (June-September) presented by FIU/BSR on research conducted on the Ryan White Program. The second flyer promotes the Community Coalition Roundtables. Christina Bontempo indicated she is working on a flyer promoting the next three roundtables to be hosted at Jessie Trice, Pridelines, and Borinquen. Details will be posted online.

**X. Next Meeting**

The next regularly scheduled Executive Committee meeting is August 24, 2022.

**XI. Adjournment**

Dennis Iadarola adjourned the meeting at 11:44 a.m.