



Thank you for joining today's  
**Community Coalition**  
**Roundtable**

*Please sign in to have your  
attendance recorded.*

Reference documents for today's meeting are on  
online at <http://aidsnet.org/meeting-documents/>





## Community Coalition Roundtable

Monday, January 30, 2023

5:30 PM – 7:30 PM

Jessie Trice Community Health System  
5361 NW 22nd Avenue, Miami, FL 33142

### AGENDA

- |  |                |
|--|----------------|
| I. Call to Order   | Alecia Tramel  |
| II. Introductions  | All            |
| ▪ Recognition of Meeting Host  |                |
| III. Housekeeping  | Alecia Tramel  |
| I. Floor Open to the Public  | Lamar McMullen |
| II. Review/Approve Agenda  | All            |
| III. Review/Approve Minutes of September 26, 2022  | All            |
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| IX. Adjournment  | Alecia Tramel  |

*Special thanks to our meeting host, Jessie Trice Community Health System!*

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# Meeting Housekeeping

Updated January 30, 2023  
*Community Coalition Roundtable Version*

# Disclaimer & Code of Conduct

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- Audio of this meeting is being recorded and will become part of the public record.



- Members serve the interest of the Miami-Dade HIV/AIDS community as a whole.
- Members do not serve private or personal interests, and shall endeavor to treat all persons, issues and business in a fair and equitable manner.
- Members shall refrain from side-bar conversations in accordance with Florida Government in the Sunshine laws.

# Language Matters!

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In today's world, there are many words that can be stigmatizing.

Here are a few suggestions for better communication.



www.aidsnet.org

Remember **People First** Language . . .

**People** with HIV, **People** with substance use disorders, **People** who are homeless, etc.

Please don't say **RISKS** . . .

Instead, say **REASONS**.

Please don't say, **INFECTED with HIV** . . .

Instead, say **ACQUIRED HIV, DIAGNOSED with HIV, or CONTRACTED HIV**.

Please **do not** use these terms . . .

**Dirty . . . Clean . . . Full-blown AIDS . . . Victim . . .**

# Resources

- Behavioral Science Research Corp. (BSR) staff are the Resource Persons for this meeting.
  - ❖ *Will BSR staff please identify themselves?*
  - ❖ *Please see staff after the meeting if you are interested in membership or if you have a question that wasn't covered during the meeting.*
- Today's presentation and supporting documents are online at [aidsnet.org/meeting-documents/](http://aidsnet.org/meeting-documents/).



# Meeting Participation

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- **Important!** *Please raise your hand if you need clarification about any terminology or acronyms used throughout the meeting.*
- All speakers must be recognized by the Chair.
  - ❖ *Raise your hand to be recognized or added to the queue.*
  - ❖ *The Chair will call on speakers in order of the queue.*
- Discussion should be limited to the current Agenda topic or motion.
- Speakers should not repeat points previously addressed.
- Any attendee may be permitted to address the board as time allows and at the discretion of the Chair.



# General Reminders

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- All attendees must sign in to be counted as present.
  - ❖ *Members! Please check your contact information.*
- Masking is requested of all attendees.
- Voting members and applicants should sit at the meeting table. The Chair may invite other members as space allows.
  - ❖ *You may move your chair if concerned about social distancing.*
- Place cell phones on mute or vibrate.
  - ❖ *If you must take a call, please excuse yourself from the meeting.*
- Partnership, Committee, and Subcommittee **members** who are of the affected community should see staff for a voucher at the end of the meeting.





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## **Floor Open to the Public**

“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 line for statements to be read into the record. No statements were received.”



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## Community Coalition Roundtable Dinner

**Borinquen Medical Center, 3601 Federal Highway, Miami, FL 33137**

**September 26, 2022**

[illegible]

Note: All documents referenced in these minutes are on file and were accessible to members and the public prior to (and during) the roundtable, at [www.aidsnet.org/meeting-documents](http://www.aidsnet.org/meeting-documents). The roundtable agenda, minutes, calendar, and other referenced documents were distributed to all attendees.

## I. Call to Order

Committee Chair, Alecia Tramel, called the roundtable to order at 5:43 p.m.

## II. Introductions

Members, guests, and staff introduced themselves.

### III. Housekeeping/Meeting Rules

Ms. Tramel presented the *Partnership Meeting Housekeeping*, including people first language, code of conduct, resource persons, and attendance reminders.

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

Mr. McMullen, 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. The floor was then closed.

**V. Review/Approve Agenda**

Members reviewed the agenda. There were no changes.

**Motion to approve the agenda.**

**Moved: Sandra Jones**

**Seconded: Harold McIntyre**

**Motion: Passed**

**VI. Review the Minutes of August 29, 2022**

Members reviewed the August 29, 2022 meeting minutes. There were no changes.

**Motion to approve the August 29, 2022 meeting minutes as presented.**

**Moved: Sandra Jones**

**Seconded: Luigi Ferrer**

**Motion: Passed**

**VII. Special Presentation: Cultural Humility, Session 2**

Bolivar Nieto, Gilead Sciences Community Liaison, presented *Cultural Humility – Session 2*. The presentation included an activity to show how persons might manifest cultural biases, tools for recognizing and understanding cultural biases, and discussion on developing more inclusive care. Members thanked Mr. Nieto and Gilead for the presentation and for providing the Roundtable dinner.

**VIII. Reports**

▪ **Membership**

Ms. Tramel reported on membership issues:

- The Executive Committee is recommending changing the maximum number of committee members from 24 to 16 members per committee. The Prevention Committee will continue to have 24 members to allow for Florida Department of Health in Miami-Dade County contractual requirements. The reduction in other committees would mean instead of 75 committee vacancies, there would be only 30 vacancies across all committees.
- Reducing the committee requirements does not address Partnership vacancies which the Community Coalition is tasked with filling.
- Meeting packets include two applications: Community Coalition Committee Application to join this committee; and Partnership Application to be appointed by the Mayor to the Miami-Dade County HIV Advisory Board.
- Members should see staff after the meeting to verify if Source of Income statements need to be filed.

**IX. Standing Business**

▪ **Recover Restart Refreshed Health Fair Participation**

The upcoming dates for Recover Restart Refreshed Health Fairs were listed on a map in the meeting packet. Members will distribute Partnership and Ryan White Program materials at the health fairs. Member assignments:

- October 29 at Christian Fellowship Missionary Baptist Church: Alecia Tramel;

- November 12 at Greater Brea: Luigi Ferrer and Acklynn Byamugisha; and
- December 3 at Saint Matthews: Lamar McMullen.

## **X. New Business**

### **▪ Remaining 2022 Roundtable Schedule**

Members agreed to hold their final 2022 roundtable at Behavioral Science Research Corp. (BSR) on October 24 since the regular dinner meeting date coincides with Halloween.

**Motion to move the October Roundtable date to October 24, 2022, 11:00 a.m. to 1:00 p.m., at BSR.**

**Moved: Luigi Ferrer**

**Seconded: Harold McIntyre**

**Motion: Passed**

Since the winter holidays conflict with available meeting times in November and December, members agreed to cancel those meetings and work on recruitment. Staff will meet with the Chairs during that time to plan for aggressive recruitment in 2023.

**Motion to move cancel November and December 2022 Roundtables.**

**Moved: Luigi Ferrer**

**Seconded: Sandra Jones**

**Motion: Passed**

## **XI. Announcements**

Upcoming event announcements:

- World AIDS Day events calendar form is posted; send dates to Praveena Saxena;
- September 27: National Gay Men's HIV/AIDS Awareness Day event hosted by Empower U CHC - RSVP to Mr. McMullen;
- November 11 and 19: Food distribution events;
- Positive People Network Christmas Toy Drive; and
- StigmaFreeMiami.org campaign.

## **XII. Next Roundtable**

Mr. McMullen announced the next Roundtable is scheduled for October 24, 2022 at BSR.

## **XIII. Adjournment**

Ms. Tramel thanked Borinquen for hosting the meeting space and thanked Mr. Nieto and Gilead for the presentation and dinner.

Ms. Tramel called the meeting adjourned at 7:30 p.m.





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## Membership Report

January 30, 2023

### The Miami-Dade HIV/AIDS Partnership

*The official Ryan White Program Planning Council in Miami-Dade County and Advisory Board for HIV/AIDS to the Miami-Dade County Mayor and Board of County Commissioners*

### Opportunities for People with HIV

*People with HIV who receive one or more Ryan White Program Part A services and who are not affiliated or employed by a Ryan White Program Part A funded service provider are invited to join the Partnership as a Representative of the Affected Community.*

**9 available seats**

### General Membership Opportunities

*These Partnership positions are open to people with HIV, service providers, and community stakeholders who have reputations of integrity and community service, and possess the knowledge, skills and expertise relevant to these positions:*

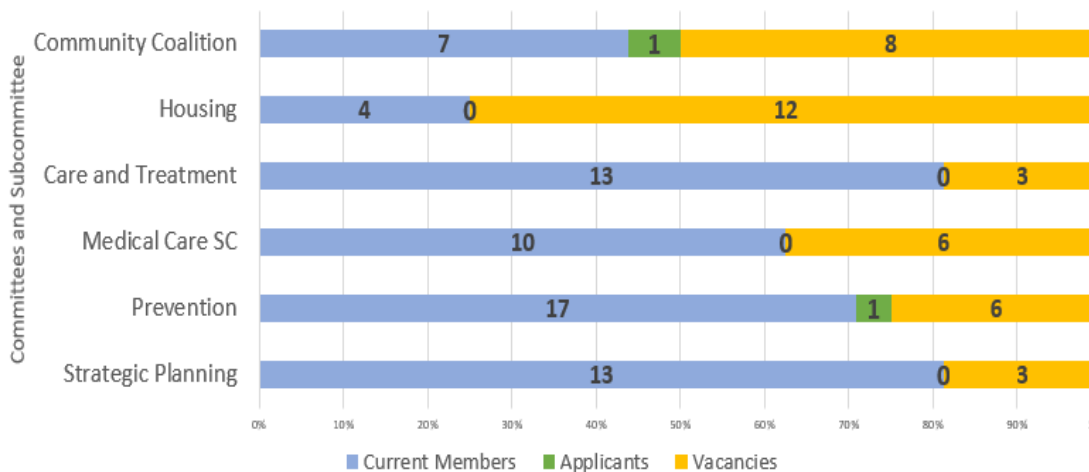
- Representative Co-infected with Hepatitis B or C
- Hospital or Health Care Planning Agency Representative
- Other Federal HIV Program Grantee Representative (SAMHSA)
- Federally Recognized Indian Tribe Representative
- Mental Health Provider Representative
- Miami-Dade County Public Schools Representative

### Partnership Committees

*Committees are now accepting applications for new members.*

***People with HIV are encouraged to apply.***

**Committee and Subcommittee Members, Applicants & Vacancies**



Scan the QR code with your phone's camera for membership applications!

# MEMBERSHIP

## Are you a Member?

***Thank you for your service to people with HIV!***  
Be sure to bring a Ryan White client to your next meeting!

## Do You Qualify for Membership?



*If you answer "Yes" to these questions, you could qualify for membership!*

Are you a resident of Miami-Dade County?

Are you a registered voter in Miami-Dade County?

*Note: Some seats for people with HIV are exempt from this requirement.*

Can you volunteer three to five hours per month for Partnership activities?

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## Committee Activities

Work with a dedicated team of volunteers on these and more Partnership activities to better serve people with HIV in Miami-Dade County!

*People with HIV are encouraged to join!*

- ⌘ Allocate more than \$27 million in Ryan White Program funds with the **Care and Treatment Committee**
- ⌘ Develop an Annual Report on the State of HIV and the Ryan White Program in Miami-Dade County with the **Strategic Planning Committee**
- ⌘ Recruit and train new Partnership members with the **Community Coalition**
- ⌘ Work with the City of Miami Housing Opportunities for Persons with AIDS Program to address housing challenges for people with HIV/AIDS with the **Housing Committee**
- ⌘ Oversee updates and changes to medical treatment guidelines for the Ryan White Part/MAI Program with the **Medical Care Subcommittee**
- ⌘ Set priorities for Ryan White Program HIV health and support services in Miami-Dade County with the **Care and Treatment Committee**
- ⌘ Share a meal and testimonials at Roundtables with the **Community Coalition**
- ⌘ Develop and monitor the official HIV Prevention and Care Integrated Plan with the **Strategic Planning Committee & Prevention Committee**
- ⌘ Develop your leadership skills and be a committee leader with the **Executive Committee**
- ⌘ Oversee updates and changes to the Ryan White Prescription Drug Formulary with the **Medical Care Subcommittee**
- ⌘ Develop and monitor local Ending the HIV Epidemic activities with the Florida Department of Health in Miami-Dade County with the **Prevention Committee & Strategic Planning Committee**
- ⌘ Be in the know about the latest HIV activities of the Prevention Mobilization Workgroups with the **Prevention Committee**

Visit [aidsnet.org/membership](https://aidsnet.org/membership) for the complete list of applications and details on Partnership and committee membership opportunities. Contact us at [hiv-aidsinfo@behavioralscience.com](mailto:hiv-aidsinfo@behavioralscience.com) or 305-445-1076 for assistance.



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## What's New in 2023?

- Increased involvement by people with HIV is vital to the success of Ryan White Program planning councils.
- The Executive Committee and Community Coalition are developing a standing Agenda item to assist with increased involvement by people with HIV.



## What's New in 2023: Parking

### **Parking at BSR Corp.**

- Effective January 1, 2023, parking at the BSR parking garage at 2121 Ponce de Leon Boulevard will be validated only for Partnership or Committee members of the affected community who are NOT affiliated with or employed by a Ryan White Program Part A funded provider.

### **Parking at the Library (Cultural Center Garage)**

- Parking will no longer be validated for members of the affected community.
- Garage parking is available at a discounted rate. Attendees can have their parking ticket validated at the reception desk for the discounted parking rate.



## What's New in 2023: Reimbursements

### Reimbursements

- Effective January 1, 2023, no cash (or check) payments will be made to members of the affected community attending meetings. This applies to mileage to and from meetings and events; tolls; parking fees; and any other previously reimbursable expense.
- See HRSA Policy Letter dated December 6, 2022 for details.





## What's New 2023: Gift Cards

### Gift Cards for Members of the Affected Community

- Partnership and Committee members of the affected community who are NOT affiliated with or employed by a Ryan White Program Part A funded provider **will receive a \$10 gift card at each meeting they attend.**



# When and Where is My Next Meeting?

*So many ways to find out!*

- Printed on your last Agenda.
- Announced at the end of each meeting.
- Announced in emailed Meeting Notices.
- Posted on AIDSNET.org.
- Posted on the AIDSNET.org Google calendar.
- Posted on the County Calendar.





# Special Meeting Locations

- **Borinquen Medical Centers**  
3601 Federal Hwy, Miami 33137
- **Empower U Community Health Center**  
7900 NW 27th Ave., Suite E12, Miami 33147
- **Jessie Trice Community Health System**  
5361 NW 22nd Avenue, Miami 33142
- **Pridelines**  
6360 NE 4th Court, Miami 33138



I missed a  
meeting!

- *One meeting?* Okay, it happens.
- *Two meetings?* Hmmm . . .
- *Three meetings?* Staff will contact you.
- *Four meetings?* Staff will contact you again.
- *Five meetings?* You will be removed from the Partnership or Committee.



## Why should I RSVP for meetings?

- *RSVPing is a basic responsibility of membership.*
- Ensures that scheduled meetings will achieve quorum, or . . .
- Lets Staff know the meeting WILL NOT achieve quorum, so the meeting must be cancelled or rescheduled.
- Allows Staff to contact you to let you know a meeting has been cancelled.
- Ensures sufficient copies of meeting materials are available.



# The Importance of Preparation

- **MOST IMPORTANTLY!** Your input is valuable! Reading materials in advance means you can make informed decisions.
- Also . . .
  - Not all materials are printed for distribution.
  - All materials are shared on the projection screen – *for reference* – but it is difficult to read thoroughly during the meeting.
  - You will be asked to vote on meeting documents so you should have familiarity with them and/or request clarification from Staff *prior to the meeting*.

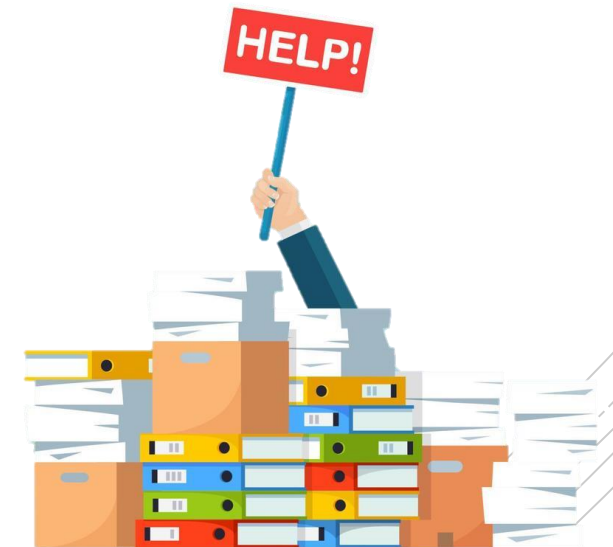
"Before anything else, preparation is the key to success."

~ Alexander Graham Bell



# Additional Assistance

- **We're Here for You!**
- Sometimes reports and meeting documents are really confusing and overwhelming.
- Understanding meeting documents will give you the confidence you need to make the best decisions during meetings.
- Schedule time with Staff to review documents before the meeting.





## Community Coalition Roundtable

Monday, January 30, 2023

5:30 PM – 7:30 PM

Jessie Trice Community Health System  
5361 NW 22nd Avenue, Miami, FL 33142

### AGENDA

- |       |  |                |
|-------|--|----------------|
| I.    | Call to Order  | Alecia Tramel  |
| II.   | Introductions  | All            |
|       | ▪ Recognition of Meeting Host  |                |
| III.  | Housekeeping   | Alecia Tramel  |
| I.    | Floor Open to the Public   | Lamar McMullen |
| II.   | Review/Approve Agenda  | All            |
| III.  | Review/Approve Minutes of September 26, 2022   | All            |
| IV.   | Reports  |                |
|       | ▪ New Miami-Dade HIV/AIDS Partnership Applicants Review  | All            |
|       | ▪ Membership   | Staff          |
|       | □ Vacancy Report   |                |
|       | □ Contact Update   |                |
|       | □ 2023 Updates Impacting Members   |                |
|       | ▪ Partnership Report to Committees   | Alecia Tramel  |
| V.    | Standing Business  | All            |
|       | ▪ Officer Nominations  |                |
|       | ▪ Recruitment Goals & Strategies   |                |
|       | ▪ Open Roundtable and Future Topics  |                |
| VI.   | New Business   |                |
|       | ▪ New Committee Member Applicant Review  |                |
| VII.  | Announcements  | All            |
| VIII. | Next Roundtable: Monday, February 27, 2023 at Empower U CHC<br>7900 NW 27th Avenue, Suite E12, Miami, FL 33147 | Lamar McMullen |
| IX.   | Adjournment  | Alecia Tramel  |

*Special thanks to our meeting host, Jessie Trice Community Health System!*

For more information about the Community Coalition, please contact Christina Bontempo,  
(305) 445-1076 x106 or [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com).

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## Welcome to AIDSNET.org!



Welcome to the online home of the Miami-Dade County Ryan White Program planning council – the [Miami-Dade HIV/AIDS Partnership](#), its [Clinical Quality Management \(CQM\)](#) program, and the bulletin board for HIV news and information in Miami-Dade County – [Community Newsletter](#).

You are invited to join the Miami-Dade HIV/AIDS Partnership and Clinical Quality Management teams and to share resources for people with HIV.

Contact us at [hiv-aidsinfo@behavioralscience.com](mailto:hiv-aidsinfo@behavioralscience.com) for details.

### Florida HIV Needs Assessment

**People with HIV! This Survey is for YOU!** The Florida Comprehensive Planning Network (FCPN) and Florida Department of Health are conducting their annual Needs Assessment to ensure that the needs of people with HIV who reside in Florida are heard by the stakeholders who can help address those needs. Results will be shared with each jurisdiction. Please help get the word out so we can have a high response from Miami-Dade! [Click here to complete the survey](#) in English, Spanish, or Haitian Creole. [Click here](#) for more information and additional surveys.



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