



MIAMI-DADE HIV/AIDS PARTNERSHIP

Integrated Plan Evaluation Workgroup

Tuesday, February 14, 2023

10:00 AM – 1:00 PM

Miami-Dade County Main Library, 101 West Flagler Street,
Auditorium, Miami, FL 33130

AGENDA

10:00 AM – 10:30 AM

- | | | |
|------|--|-----------------|
| I. | Call to Order | Abril Sarmiento |
| II. | Introductions | All |
| III. | Housekeeping | David Goldberg |
| IV. | Floor Open to the Public | Abril Sarmiento |
| V. | Review/Approve Agenda | Abril Sarmiento |
| VI. | Review/Approve Minutes of January 23, 2023 | Abril Sarmiento |
| VII. | Standing Business | Abril Sarmiento |
| | ▪ Review of Officer Elections | |

10:30 AM – 11:45 AM

- | | | |
|-------|---|-----|
| VIII. | New Business | All |
| | ▪ Breakout Sessions | All |
| | □ Review Redlined Goals Draft | |
| | □ Develop Evaluation Plan Template | |
| | □ Develop Quarterly Reporting Template | |
| | □ Discussion: <i>What do we need to do to make it work?</i> | |

11:45 AM – 12:30 PM

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| | ▪ Report on Breakout Sessions | Group Leaders |
| | ▪ Assignments for Next Meeting | All |

12:30 PM – 1:00 PM

- | | | |
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| IX. | Announcements | All |
| X. | Next Meeting: Tuesday, March 14, 2023; at MDC Library | David Goldberg |
| XI. | Adjournment | Abril Sarmiento |

Please mute or turn off all cellular devices.

For more information about the Prevention Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

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Meeting Housekeeping

Updated January 10, 2023
Miami-Dade County Main Library Version

Disclaimer & Code of Conduct

- 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.

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/.



Language Matters!

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 . . .

Meeting Participation

- **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

- All attendees must sign in to be counted as present.
 - ❖ *Members! Please check your contact information.*
- Masking is requested of all attendees.
- Only voting members and applicants should sit at the meeting table.
 - ❖ *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.*
- Have your Cultural Center Parking Garage ticket validated at the Library front desk to receive a reduced parking rate.
- Partnership and Committee members 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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January 13, 2023

#	Members	Present	Absent	Guests	
1	Ferrer, Luigi	x		Gillens, Courtney	
2	Goldberg, David	x		Valle-Schwenk, Carla	
3	Hess, Amaris	x			
4	Hilton, Karen	x			
5	Ingram, Trillion	x			
6	Llambes, Stephanie	x			
7	Lowe, Camille	x			
8	Machado, Angela	x			
9	Marqués, Jamie	x			
10	Mooss, Angela		x		
11	Perez Bermudez, Alberto		x		
12	Robinson, Joanna	x			
13	Sarmiento, Abril	x			
14	Suarez, Sarah	x			
15	Vacant				
16	Vacant				
Quorum = 5				Staff	
				Bontempo, Christina	
				Ladner, Robert	

Note: 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. The meeting agenda was distributed to all attendees. Meeting documents related to action items were distributed to members. Meeting documents were projected on the meeting room projection screen.

I. Call to Order

Prevention Committee Chair, Abril Sarmiento, called the meeting to order at 10:06 a.m.

II. Introductions

Attendees introduced themselves and stated their areas of expertise.

III. Housekeeping/Meeting Rules

Strategic Planning Committee Chair, David Goldberg, presented the PowerPoint, *Meeting Housekeeping*, which included meeting disclaimer, code of conduct, resources, Language Matters, meeting participation, and protocol reminders.

IV. Floor Open to the Public

Ms. Sarmiento 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

Ms. Sarmiento asked members to review the agenda. There were no changes.

Motion to approve the agenda as presented.

Moved: David Goldberg

Seconded: Luigi Ferrer

Motion: Passed

Note: This was the first meeting of the Integrated Plan Evaluation Workgroup and therefore there were no Minutes to review.

VI. Standing Business

There was no Standing Business.

VII. New Business

▪ Workgroup Purpose and Expectations of Members

Members were provided with a binder including the *2022-2026 Miami-Dade County Integrated HIV Prevention and Care Plan* (Integrated Plan) as submitted to the Health Resources and Services Administration (HRSA) and Centers for Disease Control and Prevention (CDC). Members were asked to bring this binder to each meeting.

Staff advised the Integrated Plan includes 87 activities whose outcomes and progress the Workgroup will monitor and evaluate.

Members received excerpts from the Partnership’s Bylaws related to Workgroups, including attendance requirements, terms of service, and election of Officers.

▪ Timetable Review

Members received a table outlining their meeting dates and expected activities as written into the Integrated Plan. Workgroup members are requested to attend meetings of the Joint Integrated Plan Review Team, but are not required unless they are also a member of the Prevention or Strategic Planning Committees.

Motion to accept the Timetable as presented.

Moved: Abril Sarmiento

Seconded: Dr. Angela Mooss

Motion: Passed

▪ Election of Officers

The Workgroup requires a Chair and Vice Chair. Often, workgroups elect the Chair and Vice Chair to which the Workgroup is assigned. Since this Workgroup falls under both Prevention Committee and Strategic Planning Committee, the respective Chairs were suggested as Officers of the Workgroup.

Ms. Sarmiento called for nominations from the floor. There were no nominations from the floor. Ms.

Sarmiento and Mr. Goldberg agreed to serve as Chair and Vice Chair, respectively.

Motion to nominate and elect Abril Sarmiento as Chair, and David Goldberg as Vice Chair, of the Integrated Plan Evaluation Workgroup.

Moved: Amaris Hess

Seconded: Dr. Angela Mooss

Motion: Passed

▪ **Establish Reporting Structure**

Members discussed strategies for tracking progress and responsible parties for Integrated Plan activities.

Ms. Sarmiento showed the Vision Mission Services Goals (VMSG) Dashboard which is a database used by FDOH to track progress of Ending the HIV Epidemic activities. If the VMSG database can be made available to BSR support staff, that may be the tool used to track progress and generate reports. Access to licenses is pending.

Suggested reporting categories and strategies include:

- Reporting Frequency (monthly, yearly, etc.);
- Does the activity satisfy a Federal requirement;
- Use of the red, yellow, green light visual aid;
- Benchmarks (based on most current data);
- Goals per each reporting period;
- Contact person to contact for data; and
- Specific community partners expected to accomplish activities.

▪ **Establish NHAS Goals Teams and Team Leaders**

Dr. Ladner outlined three breakout groups based on the National HIV/AIDS Strategy (NHAS) goals and members each chose a group assignment:

1. Prevent – NHAS #1, Integrated Plan pages 50-62

- Luigi Ferrer
- Camille Lowe
- Jamie Marqués
- Dr. Angela Mooss
- Abril Sarmiento
- Sarah Suarez

2. Link – NHAS #2, Integrated Plan pages 63-67

- David Goldberg
- Karen Hilton
- Trillion Ingram
- Carla Valle-Schwenk (non-Workgroup member)

3. Care – NHAS #2 and #3, Integrated Plan pages 68-83

- Amaris Hess
- Stephanie Llambes
- Angela Machado
- Courtney Gillens (non-Workgroup member)

Groups held a 15 minute breakout session to familiarize themselves with their group and begin discussion of responsible parties.

- **Assignments for Next Meeting**

Members were asked to submit any questions or recommended edits to staff in advance of the next meeting.

VIII. Announcements

There were no announcements.

IX. Next Meeting

Members agreed the BSR meeting space was too small for the number of persons attending and for breakout sessions. Staff will request meeting space at the Miami-Dade County Main Library. Members agreed to extend February and March meetings by one hour.

David Goldberg announced the next meeting is February 14, 2023, from 10:00 a.m. to 1:00 p.m., at the Miami-Dade County Main Library (pending confirmation of space availability).

X. Adjournment

Ms. Sarmiento adjourned the meeting at 11:55 a.m.



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- e. All members removed for cause are required to complete a Final Financial Disclosure Statement, as required by Section 2-11.1(i) of the Code.

ARTICLE 5. Officers

The Partnership, standing committees, subcommittees, and workgroups shall have an elected Chair and Vice-Chair (Officers).

SECTION 5.1. Officers

A. Standing Committees, Subcommittees, and Workgroups

1. Each standing committee, subcommittee, or workgroup shall elect a Chair and a Vice-Chair from among its members; they shall serve at the will of the standing committee, subcommittee, or workgroup.
2. Officers shall be full voting members.
3. At least one (1) officer of each standing committee must be a Partnership member who shall be designated to report committee activities to the Partnership.
4. Standing committees, subcommittees, and workgroups shall strive to elect at least one (1) officer who is a person with HIV.
5. No individual shall serve concurrent terms as an officer of the Partnership and an officer of a standing committee or subcommittee. The exception to this rule is for officers of workgroups, which may be led by the Chair or Vice-Chair of the committee under whose purview the workgroup was authorized.

SECTION 5.2. Officer Responsibilities

A. All Chairs

1. Preside at all meetings at which they are present;
2. Exercise their right to vote at their respective meetings;
3. Maintain decorum;
4. Ensure the participation of all members; and
5. Facilitate the enactment of business at all meetings.

B. The Vice-Chair

1. The Vice-Chair shall act as Chair in the Chair's absence or inability to conduct business.



SECTION 5.3. Term of Office

- A. Elected officers of the Partnership, standing committees, subcommittees, and workgroups shall serve a one (1) year term. No elected officer may serve more than two (2) consecutive one-year terms.
- B. The terms of office of elected Chairs of workgroups may be for less than one year depending on expiry date of such workgroup.
- C. Upon conclusion of the first one-year term in the month preceding election of new officers, elections shall be held in accordance with Section 5.4 of these Bylaws. If eligible, the current Chair of the Partnership, a standing committee, or a subcommittee may be nominated at this time to be elected for a second term. Other eligible members of the Partnership, standing committees or subcommittees, including but not limited to the Vice-Chair, may also be nominated regardless of whether the current Chair has elected to seek a second term.
- D. Approval of a second one-year term requires a majority vote.
- E. An individual who has served as an officer of a committee may reapply to be nominated as an officer of the same committee after a minimum of one (1) year following completion of the second term.

SECTION 5.4. Nominations and Elections of Officers

A. Workgroups

- 1. Elections of officers to workgroups shall be held at the first meeting of such workgroup.



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Sample Evaluation Plan & Quarterly Report

NHAS Goal 1: Prevent New HIV Infections: Prevention (P)

Evaluation Period January 1, 2023 – December 31, 2023

Objective P1. Increase the percentage of people living in MDC who are aware of their HIV status from the national baseline of 87% in 2019 to 90% by December 31, 2026.							
Strategy P1.1. Implement HIV, HCV, and STI testing as part of routine medical care in all health care settings, including urgent care centers, FQHCs, small clinics, public hospitals, and emergency departments.							
Activity P1.1.b. Utilize academic detailing to educate providers on routine testing inclusive of Hepatitis C virus (HCV) and sexually transmitted infections (STIs).	What				When	Who	
	Baseline	Short Term Target 2023	Final Target 2026	Data Collection Method	Data Collection Frequency	Person(s) Responsible for Gathering Data	Person(s) Responsible for Achieving Objectives
Output / Outcome Measures							
1. # of providers/practitioners identified to be educated on routine testing (i.e., HIV, HCV, STI)	10 providers: 2021 data	20 providers: Add 10 per year	50 providers	Count by FDOH	Quarterly	Name(s), email(s)	Name(s), email(s)
2. # of private providers educated on routine testing (i.e., HIV, HCV, STI)	EXAMPLE – NOT REAL DATA						
3. # of MOUs/agreements established with partners to serve as routine healthcare testing sites							
Notes							

Objective P1. Increase the percentage of people living in MDC who are aware of their HIV status from the national baseline of 87% in 2019 to 90% by December 31, 2026.							
Strategy P1.1. Implement HIV, HCV, and STI testing as part of routine medical care in all health care settings, including urgent care centers, FQHCs, small clinics, public hospitals, and emergency departments.							
Activity P1.1.b. Utilize academic detailing to educate providers on routine testing inclusive of Hepatitis C virus (HCV) and sexually transmitted infections (STIs).	What		Results				
	Baseline	2023 Target	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Annual
Output / Outcome Measures							
1. # of providers/practitioners identified to be educated on routine testing (i.e., HIV, HCV, STI)	2021: 10 providers	20: Add 10 per year	13	14	14	20	20
2. # of private providers educated on routine testing (i.e., HIV, HCV, STI)	EXAMPLE – NOT REAL DATA						
3. # of MOUs/agreements established with partners to serve as routine healthcare testing sites							
Notes <input type="checkbox"/> Check here if this activity is a State, Federal, or other requirement.							

Results Key

RED – Not on pace to meet annual target

YELLOW – Some progress but below target

GREEN – On pace to meet annual target



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| | ▪ Review of Officer Elections | |

10:30 AM – 11:45 AM

- | | | |
|-------|---|-----|
| VIII. | New Business | All |
| | ▪ Breakout Sessions | All |
| | □ Review Redlined Goals Draft | |
| | □ Develop Evaluation Plan Template | |
| | □ Develop Quarterly Reporting Template | |
| | □ Discussion: <i>What do we need to do to make it work?</i> | |

11:45 AM – 12:30 PM

- | | | |
|--|--------------------------------|---------------|
| | ▪ Report on Breakout Sessions | Group Leaders |
| | ▪ Assignments for Next Meeting | All |

12:30 PM – 1:00 PM

- | | | |
|------------|---|-----------------|
| IX. | Announcements | All |
| X. | Next Meeting: Tuesday, March 14, 2023; at MDC Library | David Goldberg |
| XI. | Adjournment | Abril Sarmiento |

Please mute or turn off all cellular devices.

For more information about the Prevention Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

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MIAMI-DADE
HIV/AIDS PARTNERSHIP

Special Presentation

Join the Miami-Dade HIV/AIDS Partnership
for our February meeting featuring a
Special Presentation . . .



Tele-Harm Reduction: In Pursuit of Destigmatizing HIV Care for Persons Who Inject Drugs

Presented by

Dr. Hansel Tookes, MD, MPH

*Associate Professor, Division of Infectious
Diseases at UM Miller School of Medicine*

Tuesday, February 21, 2023 at 10AM

Miami-Dade County Main
Library, 101 West Flagler Street,
Auditorium, Miami 33130

Please RSVP to
(305) 445-1076 or
[hiv-aidsinfo@
behavioralscience.com](mailto:hiv-aidsinfo@behavioralscience.com)



MIAMI-DADE HIV/AIDS PARTNERSHIP

Integrated Plan Evaluation Workgroup

Tuesday, February 14, 2023

10:00 AM – 1:00 PM

Miami-Dade County Main Library, 101 West Flagler Street,
Auditorium, Miami, FL 33130

AGENDA

10:00 AM – 10:30 AM

- | | | |
|------|--|-----------------|
| I. | Call to Order | Abril Sarmiento |
| II. | Introductions | All |
| III. | Housekeeping | David Goldberg |
| IV. | Floor Open to the Public | Abril Sarmiento |
| V. | Review/Approve Agenda | Abril Sarmiento |
| VI. | Review/Approve Minutes of January 23, 2023 | Abril Sarmiento |
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MARCH 2023

RYAN WHITE PART A/MAI PROGRAM AND MIAMI-DADE HIV/AIDS PARTNERSHIP CALENDAR

Monday	Tuesday	Wednesday	Thursday	Friday	<p>All events listed on this calendar are open to the public.</p> <p>People with HIV are encouraged to attend!</p>  <p>Are you attending a meeting or training?</p>  <p>Your RSVP lets us know if we have the necessary participants to hold the activity and ensures we have enough materials for distribution.</p> <p>To attend, RSVP to: (305) 445-1076 or hiv-aidsinfo@behavioralscience.com</p> <p>Visit our website for more information www.aidsnet.org</p> <p>Version 01/23/23 Information on this calendar is subject to change</p>
<p>REGULAR MEETING LOCATIONS</p> <p>BSR Corp. - Behavioral Science Research Corp., 2121 Ponce de Leon Boulevard, Suite 240, Coral Gables, FL 33134</p> <p>MDC Main Library - Miami-Dade County Main Library, 101 West Flagler Street, Auditorium, Miami, FL 33130</p> <p>SPECIAL MEETING LOCATION</p> <p>Borinquen Medical Centers, 3601 Federal Hwy, Miami 33137</p>		1	2 Care & Treatment Committee 10:00 AM to 12:00 PM at MDC Main Library	3	
6	7	8  Get on Board! Virtual Training Series 12:00 PM to 1:00 PM via Zoom	9	10  National Women and Girls HIV/AIDS Awareness Day Strategic Planning Committee 10:00 AM to 12:00 PM at MDC Main Library	
13	14 Integrated Plan Evaluation Work Group 10:00 AM to 1:00 PM at MDC Main Library	15	16 Housing Committee 2:00 PM to 4:00 PM at BSR Corp.	17 Clinical Quality Management Committee 9:30 AM to 11:30 AM via Zoom	
20  National Native HIV/AIDS Awareness Day Miami-Dade HIV/AIDS Partnership 10:00 AM to 12:00 PM at MDC Main Library	21	22	23 Prevention Committee 10:00 AM to 12:00 PM at MDC Main Library	24 Medical Care Subcommittee 9:30 AM to 11:30 AM at BSR Corp.	
27 Community Coalition Roundtable 5:30 PM to 7:30 PM at Borinquen Medical Centers	28	29 Executive Committee 10:00 AM to 12:00 PM at BSR Corp.	30	31	



MIAMI-DADE HIV/AIDS PARTNERSHIP

Integrated Plan Evaluation Workgroup

Tuesday, February 14, 2023

10:00 AM – 1:00 PM

Miami-Dade County Main Library, 101 West Flagler Street,
Auditorium, Miami, FL 33130

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