



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

*Please sign in to have your  
attendance recorded.*

Reference documents are online:  
<http://aidsnet.org/meeting-documents/>

*Special thanks to our meeting host -  
Jessie Trice Community Health System  
and to  
ViiV Healthcare for tonight's  
workshop & dinner!*



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# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

**Monday, May 22, 2023**

5:00 PM – 7:30 PM

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

### **AGENDA**

#### **BUSINESS MEETING: 5:00 PM – 5:30 PM**

- |  |                 |
|--|-----------------|
| I. Call to Order   | Lamar McMullen  |
| II. Introduction of Board Members  | All             |
| III. Housekeeping  | Lamar McMullen  |
| IV. Floor Open to the Public   | Lamar McMullen  |
| V. Review/Approve Agenda   | All             |
| VI. Review/Approve Minutes of April 24, 2022   | All             |
| VII. Reports, posted at <a href="http://www.aidsnet.org">www.aidsnet.org</a> <ul style="list-style-type: none"><li>▪ Membership</li><li>▪ Partnership Report to Committees</li></ul> |                 |
| VIII. Standing Business  | All             |
| IX. New Business <ul style="list-style-type: none"><li>▪ Second-Term Partnership Member Applicant</li><li>▪ Training Survey</li></ul>  | All             |
| X. Announcements   | All             |
| XI. Next Roundtable: Monday, June 26, 2023 at Empower U CHC<br>7900 NW 27th Avenue, Suite E12, Miami, FL 33147   | Harold McIntyre |
| XII. Roundtable Adjournment  | Lamar McMullen  |

#### **SPECIAL EVENT: 5:30 PM – 7:30 PM**

ViiV Healthcare Workshop - Reframing HIV With and For Black Women

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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  
Pridelines  
6360 NE 4<sup>th</sup> Court, Miami, FL 33138  
April 24, 2023**

#	Members	Present	Absent	Guests	
1	Burks, Laurie Ann	x		Brini, Carine	
2	Jones, Sandra	x		Sarria, Manny	
3	Martinez, Leonard	x		Vaughn, Sannita	
4	McIntyre, Harold	x		Williams, Teikia	
5	McMullen, Lamar	x			
6	Perez Bermudez, Alberto	x			
7	Tramel, Alecia	x			
8					
9					
10					
11					
12					
13					
14					
15					
16					
Quorum: 4				Staff	
				Bontempo, Christina	

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 agenda, minutes, and other referenced documents were distributed to members.

**I. Call to Order**

Community Coalition Roundtable Chair, Lamar McMullen, called the roundtable to order at 5:45 p.m.

**II. Introductions**

Members, guests, and staff introduced themselves.

▪ **Recognition of Meeting Host**

Pridelines staff welcomed the members and members thanked Pridelines for providing the meeting space.

**III. Housekeeping/Meeting Rules**

Mr. McMullen presented the *Meeting Housekeeping* PowerPoint, which includes general reminders, code of conduct, people first language, and meeting participation best practices. He encouraged participants to speak up if they have any questions throughout the meeting.

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

Community Coalition Vice Chair, Harold McIntyre, 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 as presented.**

**Moved: Alecia Tramel**

**Seconded: Sandra Jones**

**Motion: Passed**

#### **VI. Review the Minutes of January 30, 2023**

Members reviewed the minutes of January 30, 2023. There were no changes.

**Motion to approve the minutes of January 30, 2023 as presented.**

**Moved: Sandra Jones**

**Seconded: Alecia Tramel**

**Motion: Passed**

#### **VII. Reports**

##### **▪ Membership**

*Lamar McMullen*

##### **□ Partnership Second Term Application**

Dr. Diego Shmuels of Borinquen Healthcare Centers has applied for a second term as Ryan White Program Part C representative. Dr. Shmuels is a member in good standing and serves on the Care and Treatment Committee and Strategic Planning Committee. Mr. McMullen called for a motion.

**Motion to recommend Dr. Diego Shmuels to the Mayor of Miami-Dade County for a second term on the Miami-Dade HIV/AIDS Partnership.**

**Moved: Sandra Jones**

**Seconded: Leonard Martinez**

**Motion: Passed**

##### **□ Partnership Applicant**

Manuel Sarria has submitted an application for membership on the Partnership in the Housing, Homeless, or Social Services provider seat. Mr. Sarria introduced himself, advised on current housing initiatives, answered questions regarding housing, and provided his contact information for anyone needing additional information or assistance.

Members completed a new applicant score card for Mr. Sarris. Staff tallied the scores and announced the scores were in favor of recommendation for membership. Mr. McMullen called for a motion.



**Motion to recommend to the Mayor of Miami-Dade County the appointment of Manuel Sarria for the Housing, Homeless, or Social Services provider seat on the Miami-Dade HIV/AIDS Partnership.**

**Moved: Sandra Jones**

**Seconded: Harold McIntyre**

**Motion: Passed**

▪ **Partnership Report to the Committee**

*Lamar McMullen*

The Partnership has not met since the last Coalition meeting. The Partnership application for new member James Dougherty is still pending appointment by the Mayor's office. The Partnership application for Barbara Kubilus was recalled as she is no longer working at University of Miami and is therefore not eligible for the Ryan White Program Part D seat. The Partnership application for Manny Sarria will go before the Partnership on May 15 and Partnership members are reminded to attend that important meeting.

**VIII. Standing Business**

▪ **Recruitment Roundtable: New Application Process**

Staff advised on a new Partnership application process to eliminate the 7 page membership application. The new process would be five (5) steps:

1. Applicant will complete the Survey Monkey New Member Interest Form:  
<https://www.surveymonkey.com/r/DRJP5N5>
2. Staff and/or a Coalition member will conduct an initial interview and collect demographic data for the application.
3. Applicant will be interviewed by members.
4. Recommended applicants will sign the necessary forms.
5. Recommendations will be forwarded to the Partnership and additional steps will take place in the usual manner.

Members agreed to implement the new applications process.

**Motion to implement the new Miami-Dade HIV/AIDS Partnership applications process as presented.**

**Moved: Alberto Perez-Bermudez**

**Seconded: Sandra Jones**

**Motion: Passed**

**IX. Announcements**

- A special \$7 million Notice of Funding Opportunity to assist people experiencing homelessness was announced by the U.S Department Of Housing and Urban Development; Mr. Sarria will send the link to staff.
- The next Miami Speaker's Bureau meeting is April 25, 2023 at Empower U.
- The Virtual Town Hall for Needs Assessment is April 26, 2023 via Zoom; a flyer advertising the event was available at the meeting.
- The Community HIV/AIDS Mobilization Project (CHAMP) is holding meetings on Thursdays at Liberty Square Community Center.
- SistaCare is holding meetings at University of Miami, focusing on African-Americans with HIV who are lost to care.
- A mobile PrEP unit is in Liberty City on Thursdays.
- Empower U is hosting a breakfast on April 26, 2023.
- The Urban Health Partnership is hosting a dinner on April 26, 2023.
- Empower U's Ryan White Part D-funded dental office is now open.
- Planning for the Positive People's Network Retreat is underway; sponsors are welcome.

- Sisters with a Testimony - Stop the Silence Ambassadors Speakers Group is still recruiting members; financial compensation is included for participants.
- Sponsors are needed for the Positive Living Conference.
- Positive People Network is hosting weekly support groups for women and for heterosexual men at Pridelines; details are on AIDSNET.org.

**X. Next Roundtable**

Mr. McIntyre announced the next Roundtable is scheduled for May 22, 2023 at Jessie Trice CHS.

**XI. Adjournment**

Mr. McMullen adjourned the meeting at 7:00 p.m.



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## **Partnership Report to Committees and Subcommittee May 15, 2023 Meeting**

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*Supporting documents related to motions in this report are available online at [aidsnet.org/meeting-documents/](https://aidsnet.org/meeting-documents/), or from staff at Behavioral Science Research Corporation (BSR). For more information, please contact [hiv-aidsinfo@behavioralscience.com](mailto:hiv-aidsinfo@behavioralscience.com).*

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Miami-Dade HIV/AIDS Partnership members elected Alecia Tramel as Chair and Alberto Perez Bermudez as Vice Chair.

Members complete the annual Assessment of the Recipient Administrative Mechanism survey.

Members heard regular reports and approved the following motions:

### **Care and Treatment Committee**

1. Motion to accept the changes to the Miami-Dade County Ryan White Program Oral Health Care Standards, as presented.
2. Motion to add D5284-Removal unilateral partial denture, and D3221-Pulpal debridement to the Ryan White Oral Health Care formulary.
3. Motion to approve the Miami-Dade County Ryan White Program Minimum Primary Medical Care Standards, as presented.
4. Motion to approve the Miami-Dade County Ryan White Program Allowable Medical Conditions List, as presented.
5. Motion to add to the Ryan White Program Prescription Drug Formulary (RWP Formulary) the medications as indicated in the December 2022 ADAP Formulary Additions Ryan White Prescription Drug Formulary Review Items 1-44, with restriction to tablets only for #18: levonorgestrel, and #22: clonidine; and the exclusion of #2: diclofenac, #3: nepafenac, #10: rifapentine, #20: bempedoic acid, #24: olmesartan, #28: olmesartan/ hydrochlorothiazide, #36: ezetimibe/rosuvastatin, #39: evolocumab, and #40: alirocumab.
6. Motion to add items #45-71 to the RWP Formulary the medications as indicated in the December 2022 ADAP Formulary Additions Ryan White Prescription Drug Formulary Review sheet, with comments and restrictions as indicated.
7. Motion to add: betamethasone/clotrimazole; ciprofloxacin/dexamethasone; dextromethorphan/promethazine; fluticasone/salmeterol; and budesonide to the RWP Formulary.
8. Motion to approve the Substance Abuse Outpatient Care and Substance Abuse Services (Residential) service description, as presented.



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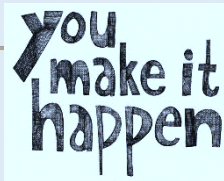
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9. Motion to accept the Mental Health Services service description as presented; and to amend the Outpatient/Ambulatory Health service description to include the following language “Additional mental health services may be provided under Outpatient/Ambulatory Health Services when delivered by a licensed psychiatrist or other doctor, clinical psychologist, clinical social worker, clinical nurse specialist, nurse practitioner or physician assistant.”
10. Motion to approve the Outreach service description, as presented.
11. Motion to discontinue the Letters of Medical Necessity for Roxicodone and Percocet; Neupogen; Procrit or Epogen; and the (lab test) for the Highly Sensitive Tropism Assay required to prescribe Maraviroc.
12. Motion to recommend Dr. Mary Jo Trepka as the area 11A Patient Care representative to the Florida Comprehensive Planning Network.



### **Community Coalition**

13. Motion to recommend Dr. Diego Shmuels to the Mayor of Miami-Dade County for a second term on the Miami-Dade HIV/AIDS Partnership.
14. Motion to recommend to the Mayor of Miami-Dade County the appointment of Manuel Sarria for the Housing, Homeless, or Social Services provider seat on the Miami-Dade HIV/AIDS Partnership.
15. Motion to implement the new Miami-Dade HIV/AIDS Partnership applications process as presented.



### **Other**

16. Motion to reduce Emergency Financial Assistance Support funding by \$88,253; and Substance Abuse Residential funding by \$95,538 as presented on the *Miami-Dade County - Ryan White Part A FY 2023-24 (YR 33) Formula & Supplemental Grant Funding Allocations - Sweeps 1 (SW1) - Funding Reallocations*.
17. Motion to reduce Outpatient/Ambulatory Health funding by \$81,712; and Emergency Financial Assistance funding by \$12,087, as presented on the *Miami-Dade County Ryan White Part A FY 2023-24 (YR 33) Minority AIDS Initiative (MAI) Grant Funding Allocations - Sweeps 1 (SW1) - Funding Reallocations*.
18. Motion to accept HRSA Letter of Concurrence, update the Chair's name to Alecia Tramel, and authorize the Chair to sign the letter.



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## GET ON BOARD!

### Survey to Develop Future Training Programs

Get on Board! training is designed to promote better understanding of the Miami-Dade HIV/AIDS Partnership and Ryan White Program service system and enhance your membership experience. Each session is one hour long via Zoom.

Please let us know what topics you'd like us to cover again and other topics of interest.

Please offer this training again. (Check all that apply)	Get on Board! Stations	Topics Covered
	<b>Station 1: Returning to In-Person Meetings</b>	Getting back to normal post-COVID.
	<b>Station 2: Tips for Using &amp; Navigating AIDSNET: The Partnership &amp; CQM Website</b>	How AIDSNET.org serves people with HIV. Where service providers can find helpful links for staff and clients. How the website helps Partnership members stay up to date. How to access links and tools for Clinical Quality Management. How Community Newsletter and AIDSNET.org work together.
	<b>Station 3: Understanding Ryan White Program Part A/MAI Expenditure Reports</b>	Where you can find the Expenditure Report. Breaking down how to read and understand Expenditure Reports. Understanding Part A and Minority AIDS Initiative funded services. Why understanding Expenditure Reports is important. What it all means. Why it is important.
	<b>Station 4: From ADAP to WICY: Understanding the Language of the Partnership</b>	The importance of understanding acronyms. Acronym and terminology definitions. Using the language of the Partnership with confidence and ease.
	<b>Station 5: Understanding Meetings: From Meeting Notice to Adjournment</b>	What is a meeting? Parts of a typical meetings. Understanding the meeting Agenda and Minutes. Your role as a committee member or meeting guest
	<b>Station 6: Understanding the Ryan White Program from Part A through Part F</b>	What is the Ryan White HIV/AIDS Program? What are Parts A-F? Why does understanding the Parts matter? Learning more terminology of the RWHAP.



Please offer this training again. (Check all that apply)	Get on Board! Stations	Topics Covered
	<b>Station 7: Understanding Needs Assessment Dashboard Cards: An Essential Decision Making Tool</b>	Where to find Dashboard Cards? How to read Dashboard Cards? What information is contained in Dashboard Cards? Why Dashboard Cards are an essential tool for needs assessment?
	<b>Station 8: Understanding Grantee Reports: AIDS Drug Assistance Program (ADAP), Ryan White Program Part B, and General Revenue</b>	Where do I find Grantee Reports? How do I read Grantee Reports? Who are our local Grantee contacts? Why understanding Grantee Reports is important to decision-making.
	<b>Station 9: 2023 Kickoff!</b>	What's new in 2023? When & where is my next meeting? How do I RSVP? How do I prepare for my meeting? I missed a meeting! Now what?!
	<b>Station 10: Your Role at Meetings: From Meeting Notice to Adjournment</b>	Your role as a committee member or meeting guest What is an agenda and meeting items? Understanding the importance of meetings.
	<b>Station 11: Partnership Lingo: Understanding Acronyms and Terminology of Meetings</b>	Define the lingo you can expect to hear at each meeting. Emphasize the importance of understanding acronyms and terminology. Familiarize everyone with how to use the language of the Partnership with confidence and ease.
<b>Additional topics: Please suggest additional topics for future <i>Get on Board!</i> training to enhance your membership experience.</b>		

*Thank you!*



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# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

**Monday, May 22, 2023**

5:00 PM – 7:30 PM

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

### **AGENDA**

#### **BUSINESS MEETING: 5:00 PM – 5:30 PM**

- |  |                 |
|--|-----------------|
| I. Call to Order   | Lamar McMullen  |
| II. Introduction of Board Members  | All             |
| III. Housekeeping  | Lamar McMullen  |
| IV. Floor Open to the Public   | Lamar McMullen  |
| V. Review/Approve Agenda   | All             |
| VI. Review/Approve Minutes of April 24, 2022   | All             |
| VII. Reports, posted at <a href="http://www.aidsnet.org">www.aidsnet.org</a>                                   |                 |
| ▪ Membership   |                 |
| ▪ Partnership Report to Committees   |                 |
| VIII. Standing Business  | All             |
| IX. New Business   | All             |
| ▪ Second-Term Partnership Member Applicant   |                 |
| ▪ Training Survey  |                 |
| <b>X. Announcements</b>  | <b>All</b>      |
| XI. Next Roundtable: Monday, June 26, 2023 at Empower U CHC<br>7900 NW 27th Avenue, Suite E12, Miami, FL 33147 | Harold McIntyre |
| XII. Roundtable Adjournment  | Lamar McMullen  |

#### **SPECIAL EVENT: 5:30 PM – 7:30 PM**

ViiV Healthcare Workshop - Reframing HIV With and For Black Women

*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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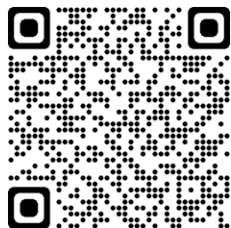
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