



**Community Coalition Roundtable**  
**Jessie Trice Community Health System**  
**5361 NW 22<sup>nd</sup> Avenue, Miami, FL 33142**  
**January 30, 2023**

*Approved April 24, 2023*

#	Members	Present	Absent	Guests	
1	Burks, Laurie Ann		x	Camino, Jose	
2	Ferrer, Luigi	x		Dougherty, James	
3	Jones, Sandra	x		Grant, Gena	
4	McIntyre, Harold	x		Hyde, Bobby	
5	McMullen, Lamar		x	Ingraham Scarlett, Terrell	
6	Perez Bermudez, Alberto		x	Lucas, Elliott	
7	Tramel, Alecia	x		Martinez, Leonard	
8				Monjarrez, Franklin	
9				Reynolds, Brandon	
10				Shaw, Sherkila	
11				Shoats, Linda	
12				Telfort, Jackie	
13				Woodard, Shirley	
14				<b>Staff</b>	
15				Bontempo, Christina	
16					
<b>Quorum: 4</b>					

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, Alecia Tramel, called the roundtable to order at 5:48 p.m.

**II. Introductions**

Members, guests, and staff introduced themselves.

- **Recognition of Meeting Host**

Member, Sandra Jones, shared the history of Jessie Trice Community Health System, which has been in operation for more than 35 years and serves the community through eight clinics and in partnership with local colleges. Jessie Trice CHS offers a broad scope of services, with the exception of surgery. Members referred to the organization as a “one stop shop.” Members thanked Jessie Trice CHS for hosting the meeting.

### **III. Housekeeping/Meeting Rules**

Ms. Tramel presented the *Partnership Meeting Housekeeping*, which includes general reminders, code of conduct, people first language, and meeting participation best practices.

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

Ms. Tramel 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. Ms. Tramel asked if there were any changes. Staff requested New Miami-Dade HIV/AIDS Partnership Applicants Review be moved to the top of the agenda, following approval of the minutes.

**Motion to move the New Miami-Dade HIV/AIDS Partnership Applicants Review to the top of the agenda, following approval of the minutes.**

**Moved: Luigi Ferrer**

**Seconded: Harold McIntyre**

**Motion: Passed**

Ms. Tramel called for a motion to approve the agenda as amended.

**Motion to approve the agenda as amended.**

**Moved: Sandra Jones**

**Seconded: Luigi Ferrer**

**Motion: Passed**

### **VI. Review the Minutes of September 26, 2022**

Members reviewed the minutes of September 26, 2022. There were no changes.

**Motion to approve the minutes of September 26, 2022 as presented.**

**Moved: Sandra Jones**

**Seconded: Harold McIntyre**

**Motion: Passed**

### **VII. New Business (Part 1)**

#### **▪ New Miami-Dade HIV/AIDS Partnership Applicants Review**

Staff received applications from James Dougherty for the Community-Based AIDS Service Organization Representative seat; and from Barbara Kubilus for the Representative from Agencies Receiving Grants Under Ryan White Part D, or from Organizations with a History of Providing Services to Children, Youth, and Families seat.

Mr. Dougherty was present and stated his background and interest in serving on the Partnership. He is the Director of Operations at New Hope C.O.R.P.S. and serves as the Vice Chair for the Partnership's Medical Care Subcommittee. Staff advised members that Mr. Dougherty would be taking the seat currently filled by Amaris Hess whose term will expire upon his appointment.

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

**Motion to recommend to the Mayor of Miami-Dade County the appointment of James Dougherty for the Community-Based AIDS Service Organization Representative seat on the Miami-Dade HIV/AIDS Partnership.**

**Moved: Sandra Jones**

**Seconded: Luigi Ferrer**

**Motion: Passed**

Ms. Kubilus was not present. Ms. Tramel read Ms. Kubilus's background information and statement of interest from the applicant score card. Members spoke highly of Ms. Kubilus and agreed to put her application forward in her absence. Ms. Kubilus currently sits on the Partnership's Care and Treatment Committee. Staff advised Ms. Kubilus would be taking the seat currently filled by Ana Garcia who has retired.

Members completed a new applicant score card for Ms. Kubilus. Staff tallied the scores and announced the scores were in favor of recommendation for membership. The Chair called for a motion.

**Motion to recommend to the Mayor of Miami-Dade County the appointment of Barbara Kubilus for the Representative from Agencies Receiving Grants Under Ryan White Part D, or from Organizations with a History of Providing Services to Children, Youth, and Families seat on the Miami-Dade HIV/AIDS Partnership.**

**Moved: Luigi Ferrer**

**Seconded: Sandra Jones**

**Motion: Passed**

Following the votes, Mr. Dougherty was thanked for attending and was excused from the meeting.

## **VIII. Reports**

### **▪ Membership**

#### *Vacancy Report*

All attendees had a copy of the Vacancy Report. Staff noted the composition of committees has changed to 16 members per committee (exception of Prevention Committee). Community Coalition and Partnership applications were available at the meeting and guests were encouraged to join.

#### *Contact Update*

Staff asked all members to review their contact information on the sign in sheets.

#### *2023 Updates Impacting Members*

Staff presented updates as detailed in the January 11, 2023, Get on Board! Training, including a push for increased involvement by people with HIV, changes to reimbursements, meeting participation vouchers for Partnership members of the affected community, the importance of RSVPing, how to locate upcoming meeting dates, rules regarding missed meetings, and additional assistance.

Staff noted per the Health Services and Resources Administration (HRSA), which funds the Ryan White Program, meals are no longer able to be funded, except where members provide a medical reason for needing a meal. BSR will continue to underwrite meals until other arrangements can be made.

Members agreed the \$10 voucher was helpful but may be insufficient to offset the cost of attending meetings. Staff acknowledged this shortcoming and explained that the amount was calculated such that vouchers could be guaranteed throughout the entire budget year.

- **Partnership Report to Committees**

Ms. Tramel noted the Partnership report is available online for reference

## **IX. Standing Business**

- **Officer Nominations**

Ms. Tramel is eligible for a second term as Chair. However, staff requested that she consider becoming the Partnership Chair, which would make her ineligible for Community Coalition Chair. Current Vice Chair, Lamar McMullen, indicated he would step into the role of Chair. Staff reminded members one Officer has to be a Partnership member. Members asked Harold McIntyre to serve as Vice Chair as the Partnership member representative.

**Motion to nominate and elect Lamar McMullen as Chair and Harold McIntyre as Vice Chair of the Community Coalition Roundtable.**

**Moved: Luigi Ferrer**

**Seconded: Sandra Jones**

**Motion: Passed**

- **Recruitment Goals and Strategies**

Ms. Tramel encouraged guests to join the Community Coalition and Partnership. She stressed the need for the voices of people with HIV to be heard at all Partnership meetings. She also noted that members have fun and get to share a meal and make new friends.

Ms. Jones was thanked for bringing many guests to the meeting and stated she would continue to do so.

Additional strategies can be discussed at a future meeting.

- **Open Roundtable and Future Topics**

Members did not express any strong feelings regarding future topics.

Meeting guest, Bobby Hyde, asked about support groups that address mental health. Staff advised there are many resources posted to [www.aidsnet.org](http://www.aidsnet.org) and agreed to ask about additional groups specific to mental health. Several people noted they participate in individual and group meetings at Jackson Memorial Hospital which address mental health and other topics. Another resource is The Healing Place. Staff will get details and post online for anyone interested.

## **X. New Business (Part 2)**

- **New Community Coalition Member Applicant Review**

Staff received an application for membership from Leonard Martinez. Mr. Martinez is the Senior Health Educator and Prevention with Positives Coordinator for the Florida Department of Health in Miami-Dade County (FDOH-MDC). Mr. Martinez stated his interest in joining the Roundtable. The Chair called for a vote.

**Motion to accept Leonard Martinez as a member of the Community Coalition Roundtable.**

**Moved: Harold McIntyre**

**Seconded: Luigi Ferrer**

**Motion: Passed**

Members welcomed Mr. Martinez as a new member. Luigi Ferrer announced his resignation from the Roundtable as there can only be one representative from FDOH-MDC. Members thanked him for his service.

## **XI. Announcements**

Upcoming event announcements:

- February 7: National Black HIV/AIDS Awareness Day events:
  - Care 4 U, Inc. (a flyer was passed around by attendees); and
  - Positive People Network, Inc. (PPN) at Pridelines (flyer to be sent to staff).
- February 28: HIV is Not A Crime Day.
- Various dates: Housing Opportunities for Persons with AIDS Request for Proposals Workshops (a flyer was passed around by attendees).

PPN in collaboration with ViiV Healthcare has an opportunity for 30 women to join a speaker's program. The program takes place over three years. Flyers detailing the program were distributed.

Staff asked anyone who had not completed the Florida Needs Assessment survey to please do so at the meeting. Several surveys were distributed, completed, and collected.

## **XII. Next Roundtable**

Ms. Tramel announced the next Roundtable is scheduled for February 27, 2023 at Empower U Community Health Center.

## **XIII. Adjournment**

Ms. Tramel thanked Jessie Trice again for hosting the meeting space and called the meeting adjourned at 7:04 p.m.