



Executive Committee Meeting
Behavioral Science Research Corporation
2121 Ponce de Leon Boulevard, Suite 240,
Coral Gables, FL 33134
March 29, 2023

Approved May 31, 2023

#	Members	Present	Absent	Guests
1	Burks, Laurie Ann		X	Alex Noir
2	Goldberg, David	X		
3	Iadarola, Dennix	X		
4	McIntyre, Harold		X	
5	McMullen, Lamar		X	
6	Mooss, Angela	X		
7	Perez-Bermudez, Alberto		X	Staff
8	Sarmiento, Abril	X		Bontempo, Christina
9	Sheehan, Diana M.	X		Ladner, Robert
10	Shmuels, Diego		X	Meizoso, Marlen
Quorum = 4				

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.

I. Call to Order

The Chair, Dennis Iadarola called the meeting to order at 10:14 a.m.

II. Introductions

Mr. Iadarola introduced himself, and requested introductions of all participants around the room.

III. 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.

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.”

No comments were made so the floor was closed.

V. Review/Approve Agenda

The committee reviewed the agenda and approved it as presented.

Motion to approve the agenda.

Moved: David Goldberg

Seconded: Abril Sarmiento

Motion: Passed

VI. Review/Approve Minutes of January 25, 2023

Members reviewed the minutes of January 25, 2023, and made a motion to accept the minutes as presented.

Motion to approve the minutes of January 25, 2023 as presented.

Moved: Dr. Diana Sheehan

Seconded: David Goldberg

Motion: Passed

VII. Standing Business

▪ Vacancies

Marlen Meizoso reviewed the vacancy report for March (copy on file). There are 11 vacancies on the Partnership. One of the applications recently submitted for the Part D seat will need to be recalled. There are also several vacancies on the Committees. The Prevention Committee does not have any pending applicants. A member inquired if there were any Committees in need of academic representatives. The Medical Care Subcommittee has assigned seats and there is a vacancy for a mental health provider, which can include a psychiatrist or psychologist. On most of the committees (except for Prevention), an entity/agency can only have one representative member.

▪ Fishbone Exercise

The Committee reviewed the responses of the November Fishbone Exercise (copy on file). The intent of the exercise was to flesh out problems and solutions to engaging and retaining members of the affect community on the Partnership and the Committees. The following additional input was offered:

- Provide context for the discussions at the Partnership meeting.
- Have clear goals and share them.
- Make meetings meaningful.
- Run through the purpose and end result of action if it approved.
- The agenda is too long.
- Currently, the focus is mostly funding.
- Provide some explanation about what the funders do.
- Create a portion of the agenda that is interactive, such as an open forum.
- Reports should include a summary of the discussion.
- Instead of reading the reports, raise a question regarding the report.
- More discussion and less lecture
- Change the way items are discussed, ask how the item impacts clients instead.
- Seek strategic feedback on items that can be addressed.
- QR code that takes you to the website for input.
- Concern about lone members representing the entire group may discourage continued participation.
- Emphasize how does it helps/impacts everyone else.
- Add to the announcements section an open discussion at the end of the meeting, if not elsewhere on the agenda.
- Need targeted marketing.

- Encourage participation at Ryan White conference and prepare members to present items.

VIII. New Business

Suggestions for Ordinance to Comply with HRSA

Mrs. Meizoso indicated that a proposal for suggestions to the ordinance was shared (copy on file). Due to time constraints, the item was not discussed, nor could Community Coalition review the document since they did not have a quorum. The proposal includes revamping some seats to align more with the HRSA requirements and adjusting quorum requirements. The item will be brought back to the next meeting.

IX. Announcements

Mr. Iadarola indicated there were no announcements, but if there are any additional suggestions these should be forwarded to staff.

X. Next Meeting

The next scheduled Executive Committee meeting is Wednesday, May 31, 2023.

XI. Adjournment

Dennis Iadarola thanked everyone and adjourned the meeting at 11:58 a.m.