



**Community Coalition Roundtable
Empower U Community Health Center
7900 NW 27th Ave Suite C3A
Miami, FL 33147
June 26, 2023**

Approved July 31, 2023

#	Members	Present	Absent	Guests	Staff
1	Burks, Laurie Ann		x	Cooper, Ruth	Bontempo, Christina
2	Jones, Sandra	x		Ferrer, Luigi	
3	Martinez, Leonard	x		Hyde, Robert	
4	McIntyre, Harold	x		Klarren, Andrea	
5	McMullen, Lamar	x		Robinson, Joanna	
6	Perez Bermudez, Alberto		x	Vaughn, Sannita	
7	Tramel-McIntyre, Alecia	x		Alfonso Young	
Quorum: 4					

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

I. Call to Order

Community Coalition Roundtable Chair, Lamar McMullen, called the meeting to order at 5:35 p.m.

II. Introductions

Members, guests, and staff introduced themselves and shared a fun fact about themselves.

III. Housekeeping/Meeting Rules

Mr. McMullen briefly reviewed the *Meeting Housekeeping* PowerPoint, which includes general reminders, code of conduct, people-first language, and meeting participation best practices.

IV. Floor Open to the Public

Roundtable 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 so the floor was then closed.

V. Review/Approve Agenda

Members reviewed the agenda and approved it with no changes.

Motion to approve the agenda as presented.

Moved: Alecia Tramel-McIntyre

Seconded: Sandra Jones

Motion: Passed

VI. Review the Minutes of May 22, 2023

Members reviewed the minutes of May 22, 2023, and approved it with no changes.

Motion to approve the minutes of May 22, 2023 as presented.

Moved: Alecia Tramel-McIntyre

Seconded: Sandra Jones

Motion: Passed

VII. Reports

▪ **Membership**

Staff announced the passing of long-time Partnership member, Frederick Downs, Jr.

Members are still needed for all committees and the Partnership. The Executive Committee is continuing to work on edits to the Ordinance which created the Partnership to bring the member categories in line with Health Resources and Services Administration (HRSA) requirements for Ryan White Program (RWP) planning councils.

▪ **Partnership Report to the Committee**

The Partnership did not meet in June; the latest report is posted online at www.aidsnet.org.

VIII. Standing Business

There was no Standing Business.

IX. New Business

▪ **Partnership Member Applicant Interview**

Ruth Cooper from the Health Council of South Florida applied for the Hospital or Health Care Planning Agency Representative seat on the Miami-Dade HIV/AIDS Partnership.

Members interviewed Ms. Cooper using the new interview format. While the first interview process was effective, the language of the questions and the scoring scale will need to be reconsidered. Scoring favored recommending Ms. Cooper and a motion was requested

Motion to recommend to the Mayor of Miami-Dade County the appointment of Ruth Cooper for the Hospital or Health Care Planning Agency Representative seat on the Miami-Dade HIV/AIDS Partnership.

Moved: Sandra Jones

Seconded: Alecia Tramel-McIntyre

Motion: Passed

Note: Ms. Cooper's voter registration is being updated; the recommendation will be forwarded to the Partnership when staff receives a copy of her voter registration.

▪ **Roundtable: Creating a Questionnaire for the Client Satisfaction Survey on Aging with HIV**

Mr. McMullen introduced and facilitated the review of the “HIV Over 50 Survey Development Exercise”. The Miami-Dade County Integrated Plan has designated People with HIV over Age 50 as a special population. The intent of the activity was to develop about 15 survey questions related to the topic to determine the needs of this special population. The Roundtable gave significant feedback as to the importance and implications of the questions. Feedback is summarized for these minutes and will be detailed in a separate report.

General comments and questions

- Can clients opt out of these additional questions?
 - The questions should be asked of all clients regardless of age.
1. *In general, how would you describe your overall health?*
 2. *Compared with five years ago, how would you rate your overall health?*
 - Remove these questions or move to the general questions part of the survey.
 3. *In the past 12 months, have you used tobacco products (cigarettes, vapes, or chewing)?*
 4. *In the past 12 months, have you had a drink of alcohol?*
 5. *In the past 12 months, have you used any other non-prescription drugs (opioids, stimulants, hallucinogens)?*
 - Combine these questions; indicate chewing tobacco; add marijuana; use street names such as molly, tina, etc.
 - Twelve months is too long of a time period to review; suggested intervals were 30 days or three months.
 6. *Have you ever been diagnosed with diabetes? IF YES – Do you take prescription medication for diabetes?*
 7. *Have you ever been diagnosed with hypertension or high blood pressure? IF YES – Do you take prescription medication for hypertension or high blood pressure?*
 8. *Have you ever been diagnosed with depression or bipolar disorder? IF YES – Do you take prescription medication for depression or bipolar disorder?*
 - Combine these questions and offer a list of conditions.
 - Question #10, below, covers the need to ask about medications for these questions, so it is redundant and can be removed.
 - Ask if client has considered visiting a gerontologist.
 9. *Do you take antiretroviral (ARV) medication(s)?*
 - Remove this question or move to the general questions part of the survey.

Questions #10 through #14 are intended to expose polypharmacy (using more than three prescription drugs), and the possible negative interactions between drugs, particularly if drugs are prescribed by multiple doctors.

10. *Do you take other prescription medication(s)?*
11. *Are your medications all prescribed by the same doctor?*
12. *Do you pick up medications from the ADAP pharmacy?*
13. *How many pharmacies do you visit to pick up your medication(s)?*

14. *In the past 12 months, have you missed any doses of your medication(s)? IF YES – What is the main reason you missed taking your medication(s)?*

- Include questions on how a person reacts to medications: Is it a challenge for you to take all you medications? If you take something and it makes you feel bad, did you stop taking it? Did you talk to your doctor?
- #12: Most clients use ADAP pharmacies, which are now located in CVS, etc., so the question regarding ADAP pick up is not necessary.
- #13: Answer options for the number of pharmacies used should include “Mail order only” and “Mail order plus . . .”; or rephrase as “Do you get all your medications from one pharmacy?”
- #14: 12 months is too long; almost everyone will say they missed a dose of medication within 12 months. The question should be more specific, “Did you miss taking your medication more than five times a month in the past 90 days?” or, “. . . more than 2 times a week in the past 90 days.”

15. *Do all your care providers know about your HIV status?*

- Change to “. . . healthcare providers . . .”
- Remove question.

16. *How confident are you about transitioning to Medicare when you turn 65?*

17. *Did you know that you can still see your Ryan White case manager and access other Ryan White services after you transition to Medicare?*

- Make this a statement, not needed as a survey question.
- Consider making Medicare transition a Roundtable topic.

18. *In the past 12 months, have you felt confused or disoriented when doing routine tasks such as driving, shopping, or household chores?*

19. *In the past 12 months, have you been concerned about having enough food or where you will get your next meal?*

20. *In the past 12 months, have you felt safe in your home?*

- These should be questions on the general survey.
- If a surveyor asks these questions, are they prepared to give assistance to a person demonstrating need? If not, asking these questions should be reconsidered.

Questions #21 through #26 are intended to address isolation and physical decline.

21. *Are your friends and family aware of your HIV status?*

22. *In the past 12 months, have you needed to ask a friend or family member for help with household chores, grocery shopping, or managing your bills? IF YES – How often have you been able to get help with household chores, grocery shopping, or managing your bills?*

23. *In the past 12 months, have you needed to ask a friend or family member for help with bathing, getting dressed, or using the bathroom? IF YES – How often have you been able to get help from a friend or family member for bathing, getting dressed, or using the bathroom?*

24. *In the past 12 months, have you needed to request a licensed provider (e.g., home health aide) for help with bathing, getting dressed, or using the bathroom? IF YES – How often have you been able to get help from a licensed provider for bathing, getting dressed, or using the bathroom?*

25. *Within the last 7 days, did you go 24 hours or longer without communicating with a friend, family member, partner, either by phone, email, text, or in person?*

26. *In the past 12 months, did you participate in any group activities such as support groups, clubs, festivals, volunteering, or watching or playing sports?*

- These questions can either be removed, combined, or added to the general survey.

X. Announcements

- Several attendees announced National HIV Testing Days events at participating Walgreens.
- Triple T Thursday with Champ: Teach Test Treat, will take place in Liberty City this month; Sannita Vaughn will forward a flyer to staff.
- STS S.W.A.T. (Sisters With A Testimony) is still recruiting women for their speaker's group.
- CHAMP (Community-based Health Awareness for Minority Populations) is on Instagram with videos featuring Mr. McMullen.
- Mr. McIntyre announced his support group for men.

XI. Next Roundtable

Mr. McIntyre announced the next Roundtable is scheduled for July 31, 2023 at Borinquen Medical Centers. Members requested to change the start time to 5:00 p.m.

XII. Adjournment

Mr. McMullen adjourned the meeting at 7:16 p.m.