



**Community Coalition Roundtable**  
**Jessie Trice Community Health Centers**  
**5361 NW 22nd Ave, Miami, FL 33142, USA**  
**September 25, 2023 Minutes**

*Approved October 30, 2023*

#	Members	Present	Absent	Guests	Staff
1	Burks, Laurie Ann	x		Grice, Randy	Bontempo, Christina
2	Jones, Sandra	x		Holden, Queen E.	
3	Martinez, Leonard	x		Lee Taylor, Ollie	
4	McIntyre, Harold	x		Vazquez, Wanda	
5	McMullen, Lamar		x	Williams, Stephen	
6	Tramel-McIntyre, Alecia	x		Woodard, Shirley	
<b>Quorum: 3</b>					

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).

**I. Call to Order**

Community Coalition Roundtable Member, Leonard Martinez, volunteered to chair in the vice chair’s absence and called the meeting to order at 5:15 p.m.

**II. Introductions**

Members, guests, and staff introduced themselves.

- **Recognition of Meeting Host**

Mr. Martinez thanked Sandra Jones and Jessie Trice Community Health Centers for hosting the meeting; Ms. Jones welcomed members to the center and said a few words about the organization’s 50-year history, available services, and service locations.

**III. Housekeeping**

Roundtable Vice Chair, Harold McIntyre, 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**

Mr. 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: Sandra Jones**

**Seconded: Leonard Martinez**

**Motion: Passed**

**VI. Review the Minutes of August 28, 2023**

Members reviewed the minutes of August 28, 2023, and approved it with no changes.

**Motion to approve the minutes of August 28, 2023, as presented.**

**Moved: Sandra Jones**

**Seconded: Leonard Martinez**

**Motion: Passed**

**VII. Roundtable: Understanding Gender Identity, Sexual Identity, and HIV**

Wanda Vazquez, Sr. Community Liaison for Janssen Infectious Diseases, led the roundtable presentation and discussion on Understanding Gender Identity, Sexual Identity, and HIV, including introduction to the “Positively Fearless Discussion” ambassador; definitions of and differences between gender identity and sexual identity; the roles of privilege and power in relation to stigma; and how to acknowledge and leverage your personal privilege and power. Members thanked Ms. Vazquez for the presentation and for the dinner.

**VIII. Reports**

▪ **Membership**

Staff advised members that the Partnership and committee membership rosters were reduced by one since Alberto Perez Bermudez is no longer a member. Members will discuss recruitment strategies later in the meeting.

▪ **Partnership Report to the Committee**

Mr. McIntyre reported that the Partnership did not reach quorum at last week’s meeting and that the Executive Committee will meet on Wednesday to review recommendations from committees, including the Ryan White priority setting and resource allocations for the next fiscal year beginning March 1, 2024.

**IX. Standing Business**

▪ **Recruitment Strategies**

Members received the *10 steps to build planning council membership* handout. Members were asked to review and be prepared to discuss the handout at the next meeting.

**X. New Business**

There was no new business.

**XI. Announcements**

There were no announcements.

**XII. Next Roundtable**

Mr. McIntyre announced that the next Roundtable is scheduled for Monday, October 30, 2023 at Empower U Community Health Center, 7900 NW 27th Avenue, Suite C3A, Miami, FL 33147; with the Roundtable Presentation: Fighting Stigma Across the HIV Care Continuum. He also reminded members to RSVP.

**XIII. Adjournment**

Mr. McIntyre called for a motion to adjourn.

**Motion to adjourn.**

**Moved: Sandra Jones**

**Seconded: Leonard Martinez**

**Motion: Passed**

The meeting was adjourned at 6:53 p.m.