



**Miami-Dade HIV/AIDS Partnership Meeting
Miami-Dade County Main Library
101 West Flagler Street, Auditorium, Miami, FL 33130
December 18, 2023 Minutes**

#	Partnership Members	Present	Absent
1	Burks, Laurie Ann	x	
2	Dougherty, James		x
3	Duberli, Francesco	x	
4	Forrest, David		x
5	Goldberg, David	x	
6	Henriquez, Maria	x	
7	Herz, Stephen		x
8	Hunter, Tabitha	x	
9	Machado, Angela	x	
10	McIntyre, Harold	x	
11	Romero, Javier	x	
12	Sarmiento, Abril	x	
13	Sarria, Manuel	x	
14	Shmuels, Diego	x	
15	Siclari, Rick	x	
16	Tazoe, Roberto	x	
17	Tramel-McIntyre, Alecia	x	
18	Wall, Daniel T.	x	
19	Vacant Representative of the Affected Community		
20	Vacant Representative of the Affected Community		
21	Vacant Representative of the Affected Community		
22	Vacant Representative of the Affected Community		
23	Vacant Representative of the Affected Community		
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28	Vacant Representative of the Affected Community		
29	Vacant Representative of the Affected Community		
30	Vacant Representative of the Affected Community		
31	Vacant Substance Abuse Provider Representative		
32	Vacant Part D Grantee Representative		
33	Vacant Substance Abuse Provider Representative		
34	Vacant Representative Co-infected with Hepatitis B or C		
35	Vacant Other Federal HIV Program Grantee Rep. (SAMHSA)		
36	Vacant Hospital or Health Care Planning Agency Representative		
37	Vacant Federally Recognized Indian Tribe Representative		
38	Vacant Mental Health Provider Representative		
39	Vacant Miami-Dade County Public Schools Representative		
Quorum = 13			

#	Alternate Representatives of the Affected Community	Present	Absent
1	Vacant		
2	Vacant		
3	Vacant		
#	Ex-Officio Members	Present	Absent
1	Vacant MDC Mayor Office		
2	Vacant Board of County Commissioners		
Guests			
	Erbstein, Silva		
	Ferrer, Luigi		
	Gonzalez, Nilda		
	Hyde, Andrew		
	Kratofil, Keri		
	Leiva, German		
	Marcelin, Dora		
	Marques, Jamie		
	Mester, Brad		
	Mills, Vanessa		
	Pache, Rosa		
	Singh, Hardeep		
	Villamizar, Kira		
Staff			
	Bontempo, Christina		
	Ladner, Robert		

Note: 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.

Prior to the meeting being called to order, the Chair, Alecia Tramel-McIntyre, presented the 2023 Year in Review slideshow and thanked everyone for their accomplishments. Following the presentation, Ms. Tramel McIntyre presented Partnership and Committee members who were present with a certificate of appreciation and a desk plaque.

I. Call to Order

Ms. Tramel-McIntyre called the meeting to order at 10:47 a.m.

II. Introductions

Ms. Tramel-McIntyre called for introductions and members, staff, and guests introduced themselves. Rick Siclari suggested planning council members should identify their seat on the Partnership as well as their professional or personal affiliations during introductions, and members were in agreement. Staff will update member tent cards to facilitate this change.

III. Housekeeping/Meeting Rules

In the interest of time, housekeeping and meeting rules were noted in brief; details were available as part of the meeting materials posted online.

IV. Floor Open to the Public

Ms. Tramel-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 and made a motion to accept the document as presented. Mr. Goldberg asked to be added to announcements.

Motion to approve the agenda as presented.

Moved: David Goldberg

Seconded: Daniel T. Wall

Motion: Passed

VI. Review/Approve Minutes of August 21, 2023

The minutes of August 21, 2023, were reviewed and no changes were made.

Motion to approve the minutes of August 21, 2023, as presented.

Moved: Daniel T. Wall

Seconded: David Goldberg

Motion: Passed

VII. Reports

- Membership

Ms. Tramel-McIntyre announced that the vacancy report is posted online. All committees and the Partnership are in need of members. Attendees were encouraged to promote membership opportunities, especially to Ryan White clients, and reminded members of the importance of having people with lived experience as members of the Partnership.

- **Committee Reports**

The following motions were brought to the Partnership for review. Additional committee activities were detailed in the *Committee Reports to the Miami-Dade HIV/AIDS Partnership*, distributed to members and included in the materials posted online.

▪ **Joint Integrated Plan Review Team**

David Goldberg

Motion to recommend the continuation of the Integrated Plan Evaluation Workgroup through 2024, with the following slate of members: Luigi Ferrer; Amaris Hess; Trillion Ingram; Camille Lowe; Angela Machado; Jamie Marques; Angela Mooss; Abril Sarmiento; and Sarah Suarez.

Moved: David Goldberg

Seconded: Daniel T. Wall

Motion: Passed

Details: Per the Partnership Bylaws, "Workgroups are appointed as needed by the Partnership to assist a standing committee and the Partnership with a specific issue or need." The Integrated Plan Evaluation Workgroup (IPEW) completed its 2023 activities and requested a continuation through 2024 as a steering committee for the Joint Integrated Plan Review Team.

▪ **Care and Treatment Committee**

Daniel T. Wall and Maria Henriquez

Motion to add to the Ryan White Prescription Drug Formulary the medications listed on the July 2023 ADAP Prescription Drug Formulary Additions, as presented.

Moved: Daniel T. Wall

Seconded: Angela Machado

Motion: Passed

Details: The ADAP Formulary was expanded by 46 medications in July 2023. Upon review, the Care and Treatment Committee moved to include those 46 medications on the Ryan White Prescription Drug Formulary.

Motion to accept the Dear Colleague Letter on Aging as presented.

Moved: Daniel T. Wall

Seconded: Maria Henriquez

Motion: Passed

Details: Based on concerns raised during needs assessment and Integrated Plan development, a "Dear Colleague" letter about people with HIV over 50 years of age was drafted, to raise awareness of preventive health measures.

Motion to allocate the Miami-Dade County Ryan White Part A Sweeps 3 funding:

- **\$304,406 to Medical Case Management;**
- **\$290,906 to Outpatient/Ambulatory Health;**
- **\$443,000 to Oral Health Care;**
- **\$800,000 to Food Bank;**
- **\$13,000 to Health Insurance Services;**
- **\$67,000 to Substance Abuse Residential, and**
- **\$25,000 to Medical Transportation.**

Moved: Daniel T. Wall

Seconded: Manny Sarria

Motion: Passed

Details: Under Sweeps 3, there was \$1,943,312 reduced from ten service categories and \$2,425,370 requested. Based on fiscal reviews and utilization, the Committee adopted the recommended allocations to seven service categories as indicated in the motion.

Motion to authorize the Miami-Dade County Office of Management and Budget – Grants Coordination to make last minute allocations prior to the close of the fiscal year to maximize expenditures and to provide those final allocations to the Partnership after the close of the fiscal year.

Moved: Maria Henriquez

Seconded: Rick Siclari

Motion: Passed

Details: Historically, when the last sweeps are done, the Recipient requests authorization to make last minute allocations of funds prior to the close of fiscal year to maximize expenditures without a time-consuming sweeps process. The final allocations are then disseminated after the close of the fiscal year.

Motion to add D0367-cone beam CT capture and interpretation with field of view of both jaws, with or without cranium, to the Ryan White Oral Health Care Formulary.

Moved: Daniel T. Wall

Seconded: David Goldberg

Motion: Passed

Details: The request to add D0367 to the Ryan White Oral Health Care Formulary was to allow for better diagnostic and treatment outcomes, because of better views received from a 3-D image.

Motion to prohibit billing of D5421-adjust partial denture-maxillary, within 180 days of billing for D5211-maxillary partial denture-resin base (including, retentive/clasping materials, rests, and teeth); D5213-maxillary partial denture-cast metal framework with resin denture bases (including, retentive/clasping materials, rests, and teeth); or D5282-removable unilateral partial denture-one piece cast metal (including, retentive/ clasping materials, rests, and teeth), maxillary.

Moved: Daniel T. Wall

Seconded: Maria Henriquez

Motion: Passed

Motion to prohibit billing of D5422-adjust partial denture-mandibular within 180 days of billing for D5212-mandibular partial denture-resin base (including, retentive/ clasping materials, rests, and teeth); D5214-mandibular partial denture-cast metal framework with resin denture bases (including, retentive/clasping materials, rests, and teeth); or D5283-removable unilateral partial denture-one piece cast metal (including, retentive/clasping materials, rests, and teeth), mandibular.

Moved: Daniel T. Wall

Seconded: Maria Henriquez

Motion: Passed

Motion to prohibit billing of D5410-adjust complete denture-maxillary within 180 days of billing for D5110-complete denture-maxillary.

Moved: Daniel T. Wall

Seconded: Maria Henriquez

Motion: Passed

Motion to prohibit billing of D5411-adjust complete denture-mandibular within 180 days of billing for D5120-complete denture-mandibular.

Moved: Daniel T. Wall

Seconded: Angela Machado

Motion: Passed

Details: In 2022, the Ryan White Program placed restrictions on the billing for denture adjustments within 180 days of placement of certain dentures but not on others. Upon review, the Subcommittee identified those restrictions as an oversight and the Committee concurred. The denture adjustments listed in the four above motions, if performed within 180 days of fabrication and fitting of the dentures, should be included in the cost of the denture, and not as separate billable activities.

Motion to add D7953-bone replacement graft for ridge preservation-per site to the Ryan White Oral Health Care Formulary.

Moved: Daniel T. Wall

Seconded: Abril Sarmiento

Motion: Passed

Details: The request to add D7953 to the Ryan White Oral Health Care Formulary was approved by the Subcommittee and the Committee concurred. Bone grafting repairs the jawbone in order to support dental restorations and will benefit clients in restoration and preservation of bone volume.

- **Grantee/Recipient Reports**

Members received the new report, *Grantee/Recipient Top Line Summary Reports*. This format is intended to highlight important updates and challenges in an effort to make reporting more engaging for all members. Following are the report details and meeting discussion:

▪ **Ryan White Part A/Minority AIDS Initiative (MAI)**

Daniel T. Wall

1. Expenditures
 - Part A: \$22,716,639 (including \$723,098 in carryover) available for Direct Services; \$6,256,811.29 (27.54%) paid to date.
 - MAI: \$2,589,436 (including \$980,218 in carryover) available for Direct Services; \$531,201.78 (20.51%) paid to date.
2. Service Utilization
 - Unduplicated Clients: 8,281 served between March 2023 and October 2023.
 - 8,172 clients received Part A services.
 - 1,299 clients received MAI services.
 - Most utilized services in October 2023, by unduplicated client count:
 - Part A: 4,182 clients - Medical Case Management (MCM); 1,133 clients - Outpatient/Ambulatory Health Services (OAHS); 630 clients - Oral Health Care (OHC).
 - Minority AIDS Initiative (MAI): 496 clients - MCM; 86 clients – OAHS.
3. Challenges
 - *Administrative/Fiscal*: The appearance of low expenditures on the current reports is mostly due to contract execution delays resulting from staffing constraints and competing assignments. Fifteen contracts have been executed (as of 12/4/2023). The remaining three contracts are with the subrecipients for signatures.
 - *Programmatic*: High utilization of Food Bank services – 999 clients were served between March 2023 and September 2023, with 9,373 weekly bags of groceries distributed thus far. The subrecipient provider of Food Bank services is currently out of funds and awaiting execution of an amendment for additional dollars. However, at the current pace, the subrecipient will again run out of funds before the end of February 2024.
 - *Action*: The Recipient will communicate necessary immediate and ongoing cost containment measures and workarounds by 12/8/2023.
4. Additional Updates:
 - Recipient staff are actively preparing for the monitoring site visit from HRSA in January 2024. HRSA representatives will want to meet with planning council chairs and members, subrecipient representatives, and clients. More information to follow.
 - The Board of County Commissioners approved the Ending the HIV Epidemic (EHE) Request for Proposals. Contracts have been awarded for the HealthTec, Housing Stability Services, and Mobile GO Teams EHE initiatives.

▪ **Ryan White Part B**

David Goldberg

1. Months of July – October, 2023 were recently finalized and posted online for review.
2. Emergency Financial Assistance (EFA) continues to be underutilized. Allowable services under EFA can include transportation, food, and housing assistance. Part B is considered as payer of last resort for EFA assistance.

▪ **AIDS Drug Assistance Program (ADAP) Miami**

Dr. Javier Romero

1. 2024 ACA-MP Open Enrollment
 - November 1, 2023 – January 15, 2024
 - 66 approved plans for Premium Assistance in Miami-Dade County.
2. Open Clients - By Benefit Level
 - Direct Dispense (medications) 59%
 - Copay & Deductible 41%
3. Open Clients - By Expenditures
 - Direct Dispense (medications) 33%
 - Copay & Deductible 67%
4. Cabenuva Utilization - By Benefit Level
 - Direct Dispense (medication) 164 (-14) - (68.0%)
 - Copay & Deductible 82 (-2) - (32.0%)

▪ **General Revenue**

Angela Machado

1. During the month of October, PHT/SFAN served a total of 758 clients for Medical Case Management.
2. PHT/SFAN continues to provide Nursing Home beds for five clients and has extended the number of beds to six total. Beds are also funded at the Salvation Army and have been full to capacity for the past few months.

▪ **Housing Opportunities for Persons with AIDS (HOPWA)**

Roberto Tazoe

1. An updated HOPWA Long-Term Rental Assistance (LTRA) report will be available for the next Partnership meeting. Calling new people off the LTRA waitlist has been slowed by the increase in Fair Market Rents.
2. Short-Term rental and Utility Assistance (STRMU) is servicing 991 households and will continue through 2024.
3. EHE funds can also be used to help people in need of housing assistance.

- **Approval of Reports**

Ms. Tramel-McIntyre called for a motion to approve all reports.

Motion to accept the Membership, Grantee/Recipient, and Committee Reports as presented.

Moved: Daniel T. Wall

Seconded: Maria Henriquez

Motion: Passed

VIII. Standing Business

There was no standing business.

IX. New Business

▪ **Nominations for Vice Chair Vacancy**

The Partnership has a vacancy for Vice Chair. Eligible candidates Laurie Ann Burks and Harold McIntyre introduced themselves and stated their interest in serving as Vice Chair. A special election was held to fill the vacancy until the next election cycle in March 2024. Members wrote their selection for Vice Chair on

sheets of paper and staff tallied the votes. Votes were in favor of Mr. McIntyre for Vice Chair. Ms. Tramel McIntyre congratulated Mr. McIntyre on his new position on the board and noted that it is the first time spouses have served on the Board as Chair and Vice Chair. Assistant District Attorney Terrence A. Smith cautioned Ms. Tramel-McIntyre and Mr. McIntyre to refrain from discussing Partnership business outside a regularly scheduled meeting.

▪ **2023 Member Recognition**

Ms. Tramel-McIntyre recognized several additional members who had not been present earlier to receive their certificate of appreciation and desk plaque.

X. Announcements and Open Discussion

David Goldberg announced his retirement and stated his hopes and concerns for helping people with HIV in the future.

Mr. Wall announced the Community-Based Organization Social Services grant opportunity is open for proposals until January 31, 2024.

Manny Sarria announced the Homeless Trust received an \$8.4 million grant to address youth homelessness.

XI. Next Meeting

Ms. Tramel-McIntyre announced the next meeting date is Monday, January 22, 2024 at the Miami-Dade County Library.

XII. Adjournment

Ms. Tramel-McIntyre thanked everyone for coming and adjourned the meeting at 11:54 a.m.