

*The Community Coalition invites you to our*

# Thriving with HIV 2024 Roundtable Series

*People living and thriving with HIV are encouraged to attend and become part of the HIV Community who speaks for the HIV Community!*

**Dinner will be served!**

MIAMI-DADE  
HIV/AIDS PARTNERSHIP

**MARCH  
25**

**Develop Your 10-minute HIV 101  
and Partnership 101 Elevator Pitch**

↳ Empower U Community Health Center  
7900 NW 27th Ave., Suite C3A, Miami, FL 33147

**APRIL  
29**

**Create and Share Your Role Model  
Story**

↳ Jessie Trice Community Health System  
5361 NW 22nd Avenue, Miami, FL 33142

**MAY  
20**

**Let Your Public Speaking Confidence  
Thrive!**

↳ Latinos Salud  
640 NE 124th Street, Miami, FL 33131

**JUNE  
24**

**Enhance Your Leadership and  
Mentoring Skills**

↳ Borinquen Medical Centers  
3601 Federal Highway, 3rd Floor, Miami, FL 33137



**Let Your Voice Be Heard!**

**Time: 5:00 PM - 7:00 PM; Dinner served at 4:30 PM**

The Community Coalition Roundtable is a committee of the Miami-Dade HIV/AIDS Partnership. Roundtable discussions are part of our regular recruitment meetings.

All events are open to the public. [www.aidsnet.org](http://www.aidsnet.org)

Please RSVP to [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com) or (305) 445-1076.



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# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

**Monday, March 25, 2024**

5:00 PM – 7:00 PM  
(Dinner served at 4:30 PM)

Empower U Community Health Center  
7900 NW 27th Avenue, Suite C3A  
Miami FL 33147

### AGENDA

- |   |                |
|---|----------------|
| I. Call to Order  | Lamar McMullen |
| II. Introductions   | All            |
| ▪ Recognition of Meeting Host   |                |
| III. Housekeeping   | Lamar McMullen |
| ▪ Review of Today's Handouts  |                |
| IV. Floor Open to the Public  | Lamar McMullen |
| V. Review/Approve Agenda  | All            |
| VI. Review/Approve Minutes of February 26, 2024   | All            |
| VII. Reports  |                |
| ▪ Membership  | All            |
| □ Partnership Member Applicant Introductions and Recommendations  |                |
| ▪ Partnership Report to Committees  | Lamar McMullen |
| VIII. Standing Business   |                |
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| ▪ Developing a Feedback Form for Community Input and Problem-Solving  |                |
| X. Announcements and Open Discussion  | All            |
| XI. Next Roundtable: Monday, April 29, 2024 at 5:00 PM<br>Jessie Trice Community Health System, 5361 NW 22nd Avenue, Miami FL 33142 | Lamar McMullen |
| XII. Adjournment  | Lamar McMullen |

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# Meeting Housekeeping (CCR)

Dated March 25, 2024  
*Behavioral Science Research*

# Disclaimer and Code of Conduct

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- ❑ Audio of this meeting is being recorded and will become part of the public record.
- ❑ Members serve the interest of the Miami-Dade HIV/AIDS community as a whole.
- ❑ Members do not serve private or personal interests, and shall endeavor to treat all persons, issues and business in a fair and equitable manner.
- ❑ Members shall refrain from side-bar conversations in accordance with Florida Government in the Sunshine laws.

# Language Matters!

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In today's world, there are many words that can be stigmatizing. Here are a few suggestions for better communication.



Remember **People First** Language . . .

*People* with HIV, *People* with substance use disorders, *People* who are homeless, etc.

Please don't say **RISKS** . . . Instead, say **REASONS**.

Please don't say, **INFECTED with HIV** . . . Instead, say **ACQUIRED HIV, DIAGNOSED with HIV, or CONTRACTED HIV**.

Please **do not** use these terms . . .

**Dirty . . . Clean . . . Full-blown AIDS . . . Victim . . .**

# General Housekeeping

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- ❑ You must sign in to be counted as present.
- ❑ Place cell phones on mute or vibrate - *If you must take a call, please excuse yourself from the meeting.*
- ❑ Eligible committee members should see staff for a voucher at the end of the meeting

# Meeting Participation

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- ❑ The meeting is run by the Chair.
- ❑ Raise your hand to be recognized by the Chair or added to the queue.
- ❑ Discussion should be limited to the current Agenda topic or motion.
- ❑ Speakers should not repeat points previously addressed.
- ❑ Any attendee may be permitted to address the board as time allows and at the discretion of the Chair.



# Meeting Terminology

**Meetings can be fast-paced and confusing!**

Terms and acronyms you might hear at today's meeting are on the back of your Agenda.

Please raise your hand at any time if you need more information!

**Meeting Guide**

Meetings can be fast-paced and confusing!  
These terms and acronyms can help you follow along.

 Please raise your hand at any time if you need more information!

ADAP	AIDS Drug Assistance Program
BSR	Behavioral Science Research Corp. (aka, Staff)
EHE	Ending the HIV Epidemic: A Plan for America
EMA	Eligible Metropolitan Area (locally, Miami-Dade County)
FDOH FDOH-MDC	Florida Department of Health in Miami-Dade County
FPL	Federal Poverty Level
HOPWA	Housing Opportunities for People with AIDS Program
HRSA	The Health Resources and Services Administration
IP	The Integrated HIV Prevention and Care Plan
MAI	Minority AIDS Initiative
NHAS	National HIV/AIDS Strategy
PE Miami Provide	Provide Enterprise <sup>®</sup> by Groupware Technologies (RWP client database system)
RWP RWHAP	Ryan White Program or Ryan White HIV/AIDS Program (Usually referring to Part A/MAI)
The Partnership Planning Council PC	The Miami-Dade HIV/AIDS Partnership - The official Ryan White Program Advisory Board
The Recipient The County OMB	The Miami-Dade County Office of Management and Budget.
TTRA	Test and Treat/Rapid Access

Scan the QR Code for additional acronyms and terminology:  
*Get on Board Training: Understanding the Language of the Partnership*



# Resources

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- ❑ Behavioral Science Research Corp. (BSR) staff are the Resource Persons for this meeting.
- ❑ See staff after the meeting if you are interested in membership or if you have a question that wasn't covered during the meeting.
- ❑ Today's presentation and supporting documents are online at [aidsnet.org/the-partnership#roundtable1](https://aidsnet.org/the-partnership#roundtable1) or scan the QR code on your agenda.

# RSVP!

## RSVP!

### Your RSVP Matters!



#### JOIN THE PARTNERSHIP!



We use RSVPs to determine if there will be a quorum of members and to make sure we have enough materials for all attendees. Please click a link below to let us know which meetings you can or cannot attend. All replies are helpful!

Meeting dates and locations are subject to change. For details, please see the latest meeting calendars at [aidsnet.org/calendar](https://aidsnet.org/calendar).

Thank you for your time.

- [January 2024](#)
- [February 2024](#)
- [March 2024](#)
- [April 2024](#)
- [May 2024](#)
- [June 2024](#)
- [July 2024](#)
- [August 2024](#)
- [September 2024](#)
- [October 2024](#)
- [November 2024](#)
- [December 2024](#)



**RETURN TO MENU**



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Empower U Community Health Center  
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|            | ▪ Review of Today’s Handouts  |                       |
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## **Floor Open to the Public**

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 line for statements to be read into the record.

(No statements were received.)



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**Community Coalition Roundtable**  
**Care Resource Community Health Centers, Midtown Miami**  
**3510 Biscayne Boulevard, 1<sup>st</sup> Floor Community Room**  
**Miami, FL 33137**

**February 26, 2024 Minutes**

#	Members	Present	Absent	Guests	
1	Burks, Laurie Ann	x		Chassi, Kai	
2	Ferrer, Luigi	x		Hyde, Robert	
3	Jones, Sandra	x		Jones, Keddrick	
4	McIntyre, Harold	x		Robinson, Joanna	
5	McMullen, Lamar		x	White, Mahogany	
6	Tramel-McIntyre, Alecia	x			
<b>Quorum: 3</b>				<b>Staff</b>	
				Bontempo, Christina	

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/the-partnership#roundtable1](http://www.aidsnet.org/the-partnership#roundtable1).

**I. Call to Order**

Community Coalition Roundtable Chair, Lamar McMullen, was not able to attend the meeting. Miami-Dade HIV/AIDS Partnership Chair, Alecia Tramel-McIntyre, agreed to Chair the meeting. Ms. Tramel-McIntyre called the meeting to order at 4:15 p.m. and called for a motion to assign her as Acting Chair for tonight’s meeting.

**Motion to assign Alecia Tramel-McIntyre as Acting Chair for the February 26, 2024 Community Coalition Roundtable.**

**Moved: Sandra Jones**

**Seconded: Harold McIntyre**

**Motion: Passed**

**II. Introductions**

▪ **Recognition of Meeting Host**

Ms. Tramel-McIntyre acknowledged Care Resource as the meeting host; there were no representatives present to speak about the agency.

▪ **Moment of Remembrance**

Members took a moment to recognize the passing of Jennifer Jackson from Better Way of Miami, and HIV/AIDS activist, Hydeia Broadbent.

**III. Housekeeping**

Staff reviewed the *Meeting Housekeeping* PowerPoint, which included general reminders, code of conduct, people-first language, meeting participation best practices, and an introduction to the new [www.aidsnet.org](http://www.aidsnet.org) website design.

#### **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, so the floor was closed.

#### **V. Review/Approve Agenda**

Members reviewed the agenda.

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

**Moved: Sandra Jones**

**Seconded: Harold McIntyre**

**Motion: Passed**

#### **VI. Review the Minutes of January 29, 2024**

Members reviewed the minutes of January 29, 2024, and approved it as written.

**Motion to approve the minutes of January 29, 2024, as written.**

**Moved: Sandra Jones**

**Seconded: Harold McIntyre**

**Motion: Passed**

#### **VII. Reports**

- **Membership**

- **Partnership Member Applicants**

Kai Chassi applied for a Representative of the Affected Community seat. Mr. Chassi has completed the online interest form; a personal interview with staff and Community Coalition Chair, Lamar McMullen; and the required paperwork.

Mr. Chassi introduced himself and members voted on his application. Staff tallied the ballots and the vote was in favor of recommending Mr. Chassi as a new member. The Chair called for a motion.

**Motion to recommend to the Mayor of Miami-Dade County the appointment of Kevin “Kai” Chassi for a Representatives of the Affected Community seat on the Miami-Dade HIV/AIDS Partnership.**

**Moved: Harold McIntyre**

**Seconded: Sandra Jones**

**Motion: Passed**

- **Partnership Report to the Committees**

The Partnership has not met since the last Community Coalition Roundtable. The next meeting is March 18. There will be a special Zoom training on March 11 to prepare members, specifically to understand the program service definitions and other items to facilitate voting. There were calendars available at this meeting with details. Attendees were reminded to RSVP.



## **VIII. Standing Business**

### **▪ All About the Partnership: We All Have a Role to Play**

Members and guests played a role in presenting the slide show which highlighted what the Partnership is, eligibility, member expectations, and benefits of membership. Members and staff answered additional questions about membership.

A question was raised about housing opportunities for persons leaving residential substance abuse treatment. Specifically, the inability to access resources because they do not qualify as being homeless. There needs to be a provision for getting individuals leaving residential treatment access to gaining permanent or other temporary housing in order to ensure they do not experience homelessness and/or do not relapse into substance use. Staff offered to suggest the topic to the Housing Committee for consideration.

## **IX. New Business**

There was no new business.

## **X. Announcements**

Staff shared the flyer for the March 11, 2024 Partnership Prep training. Robert Hyde announced February 28 is HIV is Not a Crime Day.

## **XI. Next Roundtable**

Ms. Tramel-McIntyre announced that the next Roundtable is scheduled for March 25, 2024, at Empower U.

## **XII. Adjournment**

Ms. Tramel-McIntyre adjourned the meeting at 5:47 p.m.



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## Partnership Report to Committees and Subcommittee March 18, 2024 Meeting

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Supporting documents related to motions in this report are available at [www.aidsnet.org/the-partnership#partnership1](http://www.aidsnet.org/the-partnership#partnership1), or from staff at Behavioral Science Research Corporation (BSR).

For more information, please contact [mcdpartnership@behavioralscience.com](mailto:mcdpartnership@behavioralscience.com).

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### Members:

- Re-elected Alecia Tramel-McIntyre as Chair and Harold McIntyre as Vice Chair;
- Approved Ms. Tramel-McIntyre and Lamar McMullen as Partnership representatives at the 2024 National Ryan White Program Conference; and
- Agreed to cancel their April meeting since the only available date was two weeks prior to the May 13, 2024 meeting.

Members heard regular reports and approved the below motions.

### Community Coalition Roundtable

1. Motion to recommend to the Mayor of Miami-Dade County the appointment of Kevin “Kai” Chassi for a *Representatives of the Affected Community* seat on the Miami-Dade HIV/AIDS Partnership.
- 

### Care and Treatment Committee

2. Motion to accept the Miami-Dade County Ryan White Program Minimum Primary Medical Care Standards with the substitution of “physician assistant” for the former term, “physician associate”.

Motion to accept the changes to the FY 2024 service definitions, as presented, for:

3. AIDS Pharmaceutical Services;
  4. Mental Health Services, as presented;
  5. Outpatient Ambulatory Health Services, as presented.
  6. Other Professional Services: Legal Services and Permanency Planning;
  7. Outreach Services;
  8. Emergency Financial Assistance;
  9. Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals (Health Insurance Assistance);
  10. Medical Case Management, Including Treatment Adherence Services;
  11. Medical Transportation; and
  12. Food Bank.
13. Motion to accept the changes to the FY 2024 service definition for Oral Health Care as presented, pending review of the annual client expenditure cap by the Recipient.
  14. Motion to change “physician” to “licensed medical provider” in all the service definitions.

15. Motion to accept the changes to the FY 2024 service definition for Substance Abuse Outpatient Care and Substance Abuse Services (Residential), as presented.
  16. Motion to accept the Emergency Financial Assistance Service Definition for the next Ryan White Program Part A/MAI RFP as presented.
  17. Motion to remove Health Education/Risk Reduction from the service categories in the next Ryan White Program Part A/MAI RFP.
- 

### **Strategic Planning Committee**

18. Motion for BSR staff to request guidance from our HRSA Project Officer to assess implementing a two-year AAM cycle to allow for survey administration one year and implementation of changes based on the results in the next year.



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# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

Monday, March 25, 2024

5:00 PM – 7:00 PM  
(Dinner served at 4:30 PM)

Empower U Community Health Center  
7900 NW 27th Avenue, Suite C3A  
Miami FL 33147

### AGENDA

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| II.   | Introductions   | All            |
|       | ▪ Recognition of Meeting Host   |                |
| III.  | Housekeeping  | Lamar McMullen |
|       | ▪ Review of Today’s Handouts  |                |
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| XII.  | Adjournment   | Lamar McMullen |

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**Develop Your 10-minute (or 1-minute!) HIV 101  
and Partnership 101 Elevator Pitch  
March 25, 2024**

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**HIV 101**

- Define HIV, AIDS and the Differences
    - **Human Immunodeficiency Virus** – the virus that causes AIDS
    - **Acquired Immune Deficiency Syndrome** – the final stage of HIV infection
  - Cover Modes of Transmission – and Eliminate Misinformation
    - **HIV can be transmitted** through exchange of body fluids with and HIV+ person: unprotected sex, sharing of injection equipment (syringes and cooker) and from mother the child, during childbirth or breastfeeding. Blood, semen, pre-ejaculate fluid, vaginal fluids and breast milk.
    - **HIV can not be transmitted** through casual contact with an HIV+ person, hugs, kissing, mosquito or insect bites, toilets, doorknobs, sharing cups, dishes, silverware, toothbrushes, razors, etc.
  - Share Current HIV Prevention Messages
    - Everyone should know their HIV status. Get tested! How often? At least once in a lifetime, once a year if sexually active, every 3-6 month if multiple sex partner and not using barriers or if sharing injection equipment.
    - Reduce number of sex/drug using partners, use condoms, never share injection equipment, PrEP, PEP.
    - If negative, learn how HIV is transmitted and what you can do to prevent it.
    - If positive, HIV treatment leads to a long healthy life and prevents transmission to others.
    - HIV Treatment is effective, Undetectable + Untransmissible, Test & Treat Rapid Access to care.
- 

**Partnership 101**

The Miami-Dade HIV/AIDS Partnership is the volunteer board of people making decisions about the Ryan White Program in Miami-Dade County.

Learn more at [www.aidsnet.org](http://www.aidsnet.org).



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**Community Coalition Roundtable  
New Business Items  
March 25, 2024**

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## Review of Strategic Planning Committee Suggestions

**Background:** The Strategic Planning Committee is a standing committee of the Partnership. Each year they conduct a survey called the Assessment of the Recipient Administrative Mechanism (AAM). This is a Health Services and Resources Administration (HRSA) requirement of Ryan White Program Planning Councils. In last year's AAM survey of Partnership members, there were suggestions for procedural improvements to make meetings more engaging and encourage active participation.

### Suggestions:

1. **Before each meeting:** Offer to have a quick phone call with people who RSVP to prepare them for what to expect at a meeting.
2. **During the meeting:**
  - a. Acknowledge that meetings can be fast-paced and confusing and encourage everyone to ask questions if anything is unclear.
  - b. Stress the importance of active participation and encourage members and guests to speak up about their concerns and to help with problem-solving.
  - c. Announce a post-meeting debriefing session during Housekeeping and again at the end of the meeting.
  - d. Print definitions of common meeting terminology on the back of agendas.
3. **After each meeting:**
  - a. Hold post-meeting debriefing sessions to clarify anything that might still be confusing, and
  - b. Use this feedback for continued process improvement.

**Do you think these improvements would encourage you or others to attend more meetings?**

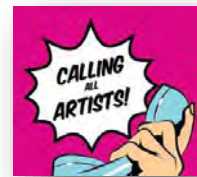
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## Partnership Promotion Ideas

Open discussion about how to raise awareness of the Partnership and membership opportunities. All suggestions will be reviewed by staff and the Executive Committee to determine what can be achieved within our budget.

Some suggestions for your consideration and discussion:

- |             |            |
|-------------|------------|
| ▪ Surveys   | ▪ T-Shirts |
| ▪ Brochures | ▪ Buttons  |
| ▪ Events    | ▪ New Logo |



---

## Developing a Feedback Form for Community Input and Problem-Solving

See next two pages . . .



# FEEDBACK FORM

*Please use this form to ask a question, highlight a concern, and help with problem-solving.*

## Question or Concern

## Solution

Please write your suggestions for addressing your concern.  
What do you think would help?

Check here if you would like to be contacted about your concern.

## Contact Information (Optional)

Name

Email

Phone

For Staff: Date Received

# TAG!

Use the T.A.G. method to give meaningful feedback about today's meeting!

Meeting: \_\_\_\_\_ Date: \_\_\_\_\_

(Optional) Your Name: \_\_\_\_\_

**T**

Tell us  
something  
you liked

**A**

Ask a  
question

**G**

Give a  
suggestion



MIAMI-DADE  
HIV/AIDS PARTNERSHIP



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*The Community Coalition invites you to our*

# Thriving with HIV 2024 Roundtable Series

*People living and thriving with HIV are encouraged to attend and become part of the HIV Community who speaks for the HIV Community!*

**Dinner will be served!**

MIAMI-DADE  
HIV/AIDS PARTNERSHIP

**MARCH  
25**

**Develop Your 10-minute HIV 101  
and Partnership 101 Elevator Pitch**

↘ Empower U Community Health Center  
7900 NW 27th Ave., Suite C3A, Miami, FL 33147

**APRIL  
29**

**Create and Share Your Role Model  
Story**

↘ Jessie Trice Community Health System  
5361 NW 22nd Avenue, Miami, FL 33142

**MAY  
20**

**Let Your Public Speaking Confidence  
Thrive!**

↘ Latinos Salud  
640 NE 124th Street, Miami, FL 33131

**JUNE  
24**

**Enhance Your Leadership and  
Mentoring Skills**

↘ Borinquen Medical Centers  
3601 Federal Highway, 3rd Floor, Miami, FL 33137



**Let Your Voice Be Heard!**

**Time: 5:00 PM - 7:00 PM; Dinner served at 4:30 PM**

The Community Coalition Roundtable is a committee of the Miami-Dade HIV/AIDS Partnership. Roundtable discussions are part of our regular recruitment meetings.

All events are open to the public. [www.aidsnet.org](http://www.aidsnet.org)

Please RSVP to [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com) or (305) 445-1076.



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