



Housing Committee Meeting
Behavioral Science Research, 2121 Ponce De Leon Blvd, Ste. 240
Coral Gables, FL 33134
July 20, 2023

Approved October 19, 2023

#	Members	Present	Absent
1	Burks, Laurie Ann	X	
2	Herz, Stephen	X	
3	Laso, Carlos	X	
4	Tazoe, Roberto	X	
5	Rodriguez, Israel		X
Quorum: 3			

Guests	
Alecia Apfel	Carol Sanders
Marvin Ellis	Polini Sanon
Lileaus Hill	
Staff	
Christina Bontempo	
Marlen Meizoso	

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

Laurie Ann Burks, the Vice Chair, lead the meeting. She called the meeting to order at 2:02 p.m.

II. Introductions

Ms. Burks introduced herself and requested members and guests introduce themselves.

III. Meeting Housekeeping and Rules

Marlen Meizoso reviewed housekeeping items, including best meeting practices, general conduct reminders, and the location of materials.

IV. Floor Open to the Public

Ms. Burks 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 items 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 and email address for statements to be read into the record. No statements were received.”

There were no comments made. Ms. Burks closed the floor for public comment.

V. Review/Approve Agenda

The committee reviewed the agenda and voted to accept it as presented.

Motion to approve the agenda, as presented.

Moved: Stephen Herz

Second: Carlos Laso

Motion: Passed

VI. Review/Approve Minutes of October 20, 2022

The committee reviewed the minutes of October 20, 2022 and approved them as presented.

Motion to accept the minutes of October 20, 2022, as presented.

Moved: Roberto Tazoe

Second: Stephen Herz

Motion: Passed

VII. Reports

- **Housing Opportunities for Persons With AIDS (HOPWA) Program Updates**

Roberto Tazoe

Roberto Tazoe reviewed excerpts from the Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outcomes HOPWA Report. Last fiscal year, the HOPWA program spent over \$10 million dollars and served 912 households:

- 820 Tenant Based Rental Assistance (TBRA);
- 28 Project-based; and
- 64 Short Term Rental, Mortgage, and Utility (STRMU).

There was a \$2 million balance which will be applied to the \$14 million dollars received for the upcoming program year.

Currently, there are 726 TBRA households. The HOPWA Long-Term Rental Assistance (LTRA) waitlist is on number 130. Clients are being called off the waitlist at a cautious pace to ensure funding keeps pace with attrition.

The City of Miami Commission approved the continuity of the HOPWA programs currently in place (TBRA, STRMU, and Project Based). The STRMU provider is Care Resource. There are three project-based programs: two of the programs work through the Homeless Trust referral program, Harden Village and Little River Bend; and the third project, New Life Apartments, has an open application period when there are vacancies, but clients must have income to qualify.

There was a question of whether there was an issue with housing availability. Last year it was more difficult to place clients, but this year it is slightly better with the revised Fair Market Rates (FMR). Most housing specialists work with current landlords. It is slightly more problematic to place clients who are new to the program since it is harder to find rental units that meet all the criteria for the program.

- **Membership Vacancies and Changes**

Marlen Meizoso

Mrs. Meizoso referenced the membership vacancy report (copy on file). She indicated she tried to reach out to Mr. Rodriguez to see if he wanted to remain a member but had not received a reply. A member indicated Mr. Rodriguez is no longer in the area. Staff requested that if anyone knows of any interested parties who wish to join, please have them contact staff, attend a training, or come to a meeting.

Two applications were received for membership to the committee, Lileaus Hill and Polini Sanon. Ms. Hill, who works at the PET Center, introduced herself and stated her interest. Mr. Sanon, who works at the Center of Information & Orientation, introduced himself and stated his interest. The Committee voted on their membership.

Motion to accept Lileaus Hill and Polini Sanon as members of the Housing Committee.

Moved: Stephen Herz

Second: Carlos Laso

Motion: Passed

VIII. Standing Business

- **2023 Elections**

All

Mrs. Meizoso indicated that a memo listing eligible candidates was distributed. Ms. Burks indicated she would like to remain Vice Chair and Stephen Herz indicated he would volunteer to be Chair. The Committee made a motion on the candidates.

Motion to accept Stephen Herz as Chair and Laurie Ann Burks as Vice Chair of the Housing Committee.

Moved: Carlos Laso

Seconded: Roberto Tazoe

Motion: Passed

IX. New Business

- **Stakeholder Invitation Development**

All

Mrs. Meizoso indicated that last year the committee expressed interest in engaging stakeholders, so she created a worksheet to develop points for an invitation. The Committee went through each of the questions.

- *Why does the committee want stakeholder participation?*

- More people should be at the table since the HOPWA program is not the only program that provides housing services, although it does service HIV positive clients specifically.

- *What will the stakeholders get out of it?*

- Stakeholders can gain knowledge about what services are offered locally in their service areas and share information on resources.

- *Who should be invited?*

- Municipalities with Housing Authorities: City of Miami Beach, City of Miami, Miami-Dade County, and City of Hialeah. The City of Homestead should also be invited. Staff will look at what additional municipalities offer housings services.

- *When does the Committee want the meeting to take place?*

- The Committee is still working on details on who to invite and since the holidays season is coming up soon, the meeting should likely be held at the start of next year, either January or February.

- *Where does the Committee want the meeting to take place?*

- Depending on how many people will be invited either the Miami-Dade County Main Library auditorium or possibly a Ryan White subrecipient with sufficient meeting space.

- **HIV/AIDS Housing Survey**

All

Alecia Apfel reviewed the draft HIV/AIDS Housing Survey and distribution plan with the Committee.

Regarding the distribution plan:

- Transportation sites are the same as Medical Case Management sites.
- Food Bank only has one site.
- ADAP clients can still be picked up at the ADAP pharmacy, but they also can pick up at local pharmacies in the community.
- Focus on electronic copies of the survey with a link and QR code.
- The survey will be posted on the Partnership website and email blasted.
- A request will be made that Ryan White subrecipients post the link and/or QR code on their websites.

The Survey was reviewed, and the following comments were made:

- Keep the survey short;
- Beta test the survey to ensure a seamless experience for clients;
- Delete questions #3 on diagnosis since this not necessary;
- Move question #7 under #5 so gender/sexual orientation questions are grouped together;
- Moved question #9 to the top of next page because will likely be missed in current location;
- Delete question #10b on current zip code;
- Delete question #15 on city of preference; and
- Delete question #20c on zip code and homelessness.

Ideally the survey will be launched in August 2023, after programming the document into Survey Monkey and translating the survey into Spanish and Haitian Creole. There will be a six-week window for the survey to be completed and two weeks to compile results. If the survey target of 200 to 250 responses is not being met, a reminder will need to be sent or the distribution methodology may need to be reexamined.

X. Announcements and Open Discussion

Mrs. Meizoso announced that the next meeting was less than four weeks away because the Care and Treatment meeting was moved. If the Committee meets next month, the meeting is scheduled for August 10. The Committee decided they would rather meet in September and indicated they could all attend.

Motion to cancel the August Housing meeting.

Moved: Stephen Herz

Seconded: Lileaus Hill

Moved: Passed

XI. Next Meeting

The next meeting is scheduled for September 21, 2023, at the BSR offices at 2121 Ponce de Leon Boulevard, Coral Gables.

XII. Adjournment

Motion to adjourn the meeting.

Moved: Roberto Tazoe

Seconded: Carlos Laso

Motion: Passed

Ms. Burks adjourned the meeting at 3:17 p.m.