




WELCOME

Thank you for joining today's

**Strategic Planning
Committee Meeting**

*Please sign in to have your
attendance recorded.*





Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership

Meeting Housekeeping- Strategic Planning Committee

Updated April 10, 2024
Behavioral Science Research

Disclaimer & Code of Conduct

- ❑ 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.

General Housekeeping

- ❑ 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

Everyone has a role to play!

- ❑ All attendees may be permitted to address the board as time allows and at the discretion of the Chair.
- ❑ Please *share your expertise* on the current Agenda topics and motions. Remember to . . .
 - Raise your hand to be recognized by the Chair or added to the queue during discussions.
 - Avoid repeating points previously addressed.



Language Matters!

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 . . .


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® 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

- ❑ 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 <https://aidsnet.org/the-partnership/>, or by scanning the QR code on your agenda.

The screenshot shows the homepage of AIDSNET.org. At the top right, it says "Welcome to AIDSNET.org!". Below this is a blue banner with a red ribbon icon on the left. The text in the banner reads: "Welcome to the online home of the Miami-Dade HIV/AIDS Partnership (Miami-Dade County Ryan White Program planning council), the Clinical Quality Management (CQM) program, resources for people with HIV and service providers, and the bulletin board for HIV news and information in Miami-Dade County - Community Newsletter." To the right of the banner, it says "SERVING 9,071 people with HIV". At the bottom of the page, there is a navigation bar with six icons and their corresponding labels: "The Miami-Dade HIV/AIDS Partnership" (circled in red), "Resources for People with HIV", "Clinical Quality Management Program", "Ryan White Program Service Provider Resource Hub", "Community Newsletter - HIV News and Resources", and "Calendars".



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership

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.)



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership



**Strategic Planning Committee
Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240, Coral Gables, FL 33134
March 8, 2024 Minutes**

#	Members	Present	Absent
1	Cardwell, Joanna		x
2	Hunter, Tabitha		x
3	Machado, Angela	x	
4	Mooss, Angela	x	
5	Sheehan, Diana M.	x	
6	Singh, Hardeep	x	
Quorum = 3			

Guests	
Marquez, Jamie	
Poblete, Karen	
Staff	
Bontempo, Christina	
Ladner, Robert	

Note: All documents referenced in these minutes are on file and were accessible to members and the public prior to (and during) the meeting, at www.aidsnet.org/the-partnership/#strategicplanning1.

I. Call to Order

Committee Vice Chair, Dr. Diana Sheehan called the meeting to order at 10:09 a.m.

II. Introductions

Members, guests, and staff introduced themselves, and Dr. Sheehan identified Behavioral Science Research Corp. (BSR) staff as the resource persons.

III. Housekeeping/Meeting Rules

Dr. Sheehan 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

Dr. Sheehan 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: Angela Machado

Seconded: Hardeep Singh

Motion: Passed

VI. Review the Minutes of September 8, 2023

Members reviewed the minutes of September 8, 2023, and approved the minutes with no changes.

Motion to approve the minutes of September 8, 2023 as presented.

Moved: Angela Machado

Seconded: Hardeep Singh

Motion: Passed

VII. Reports

▪ **Membership**

Staff announced that new Miami-Dade HIV/AIDS Partnership (Partnership) member Dora Marcelin wishes to join the Strategic Planning Committee. Ms. Marcelin was not present so her application was tabled; she will be appointed by the Partnership Chair at the March 18, 2024 Partnership meeting.

Later in the meeting, Karen Poblete reminded staff of her pending application. Members voted to accept Ms. Poblete as a new member.

Motion to approve Karen Poblete as a new member of the Strategic Planning Committee.

Moved: Dr. Angela Mooss

Seconded: Hardeep Singh

Motion: Passed

There are still many vacancies on the Partnership and Committees; however, staff announced the Community Coalition will put a candidate forward at the March 18 Partnership meeting and additional candidates are expected to follow in the next few months.

▪ **Partnership Report to the Committee**

The Partnership has not met since the last Strategic Planning Committee meeting. The next meeting is scheduled for March 18.

A special Zoom training is scheduled for March 11 to prepare members for the March 18 meeting, specifically to understand the program service definitions which members will be asked to vote on. Staff anticipates holding this training prior to each Partnership meeting as a primer to understanding the volume of materials members are asked to review. The training is intended to assist members who might not have time to read a 100-page report. The QR code on the agenda links to the www.aidsnet.org page with meeting and training details.

VIII. Standing Business

▪ **Assessment of the Recipient Administrative Mechanism**

□ **2023 Report Findings and Follow Up Recommendations**

The report highlights comments and ratings from last year's Assessment of the Ryan White Program Recipient Administrative Mechanism (AAM) Report which may need follow up by the County, the

Partnership, and/or Groupware Technologies. Members discussed suggested follow up actions and process improvements regarding the ratings, comments, and Recipient responses, as noted below:

General Comments from the AAM Surveys

1. **We need to find solution [sic] to mental health stigma.** *Recipient response: The Recipient appreciates the feedback and agrees we need to work together as a community to find solutions to the issue of mental health stigma.*

Discussion: Studies on mental health stigma tend to indicate barriers to seeking mental health services is due to internalized stigma. It remains unclear why mental health services are underutilized across the Ryan White Program; it may be attributed to stigma or other factors. The comment is too broad to address without looking at data on utilization and stigma. It would be helpful to understand what medical providers and Medical Case Managers are doing to promote mental health services, and to know the retention rates of clients accessing mental health services. Activities related to mental health service utilization and stigma are part of the County's Integrated Plan.

2. **I believe that [PE Miami] could be able to deliver better reports. It is cumbersome and difficult to navigate.** *Recipient response: Recipient will explore the feasibility of assembling a review team – including the Recipient, BSR staff, medical case managers, contract managers, and other database super users and end users – to evaluate existing views and reports in PE Miami, develop and enhance PE Miami training around using these views and reports, and encourage peer-to-peer training opportunities.*

Note: PE Miami is Provide Enterprise® by Groupware Technologies, the Ryan White Program client database system.

Discussion: As of this meeting date, the review team has not been assembled. BSR cannot be the lead of the group since it is not a Quality Improvement activity. The composition of the group should be defined. Most users only received one day of training on the PE Miami database system. If a group cannot be formed, a refresher course on PE Miami would be helpful.

AAM Partnership Survey Responses

1. **The Miami-Dade County Office of Management and Budget-Grants Coordination (“the Recipient”) kept the Partnership well informed of policies, procedures, and updates from HRSA which impact the Ryan White Program.**

- **Survey Comment: Well presented, maybe address areas of low utilization and discuss solutions before sweeps.** *Recipient response: The Recipient will try to provide more details and work with the Partnership to address this concern. Going forward, the monthly Top Line Summary Report will include category-specific issues regarding under- and over-utilization to highlight challenges, open discussion for solutions, and better inform decisions about Sweeps. Under-utilization in some services is likely a result of the Ryan White Part A Program funds being used as the payor of last resort; that will also be noted on the Top Line Summary Report.*

Discussion: The Top line Summary Report was developed as noted and has been posted online and distributed at Partnership meetings. The report continues to be refined based on needs and requests.

2. I understand the information presented on the Recipient's Ryan White Program Part A/Minority AIDS Initiative (MAI) expenditure reports.

- **Survey Comment: Would be interesting to see challenges.** *Recipient response: Going forward, the Top Line Summary Report will include category-specific issues regarding under- and over-utilization to highlight challenges, open discussion for solutions, and better inform decisions about Sweeps.*

Discussion: A separate utilization report is posted each month, and the Top Line Summary Report includes challenges. Meeting attendees are invited to offer solutions and ask questions about utilization and program challenges at each meeting where the reports are featured.

3. The Recipient communicated clearly to the Partnership on expenditure changes related to the Part A/MAI sweeps/reallocation process.

- **Survey Comment: It would be better to track utilization of funds and discuss before sweeps are announced. Strongly Disagree Rating: 5% (n=1).** *Recipient response: Going forward, the Top Line Summary Report will include category-specific issues regarding under- and over-utilization to highlight challenges, open discussion for solutions, and better inform decisions about Sweeps.*

Discussion: In addition to the points noted above, staff offered to amend the Top Line Summary Report with a special indication when information is specifically relevant to Sweeps.

4. The Recipient responded to inquiries, requests, and problem-solving needs from the Partnership, including those related to the Partnership's Needs Assessment in a timely manner.

- **Survey Comment: Provide language and guidance to engage everyone.** *Recipient response: Meeting "housekeeping" invites participants to ask for clarification on any terminology that is confusing; however, due to the fast pace of meetings, this is not always possible, or attendees may not feel comfortable asking. Table-toppers with commonly used terminology and acronyms will be created by BSR staff for meeting attendees to have a handy reference; and the Recipient will work with the Partnership and Staff Support Services team at BSR to develop additional ways to engage attendees and reduce complexities.*

Discussion:

- Although staff developed a "Meeting Terminology" table-topper, it has not been regularly provided. As an alternative, members suggested using the blank back of meeting agendas to include the terminology; this will begin with the next regularly scheduled meeting.
- The Housekeeping presentation should be updated to include a slide that specifically encourages participation: "Share your expertise!" "There is a role for everyone!" The presentation should also make note that meetings are confusing and encourage participants to ask questions as needed.
- Having a post-meeting debriefing session could also be helpful, in case a person might not feel comfortable speaking up during the meeting. Staff will begin implementing this at the Partnership meetings; refine the process; and duplicate at Committee meetings, as needed. The debriefing session should be included in Housekeeping and announced again prior to adjournment.

- In order to make new members and guests feel more comfortable at meetings, staff will make a quick follow up call when RSVPs are received. The time and effort cost to staff can be revisited if this activity proves to be time-consuming and/or not helpful.

AAM Subrecipient Survey Responses

1. The Recipient executed our organization's contract in a timely manner.

- **Survey Comments: 1) The delays of the process and execution were communicated to providers. 2) Communications and instructions are clear for contract executions. 3) They work with the organization as a team. Disagree Rating: 12% (n=2).** Recipient response: *The Recipient appreciates the comments.*

Discussion:

- During the Health Services and Resources Administration (HRSA) site visit in January 2024, the Executive Committee was questioned about the ratings and comments which did not align with the HRSA contract execution requirements. In future surveys, the question could be rephrased for to be quantitative, i.e., "Our contract was executed on [month or date]." Members also noted it could depend on who completes the survey as to what results are captured (for this and other questions).
- Members asked why the contracting process was so lengthy. If annual amendments were issued instead of complete contracts each year, the process could be greatly simplified; this is a common practice among other grantees and programs.

2. There were no significant differences between billed versus reimbursed amounts for our organization that were not discussed prior to any disallowance.

- **Survey Comment: The only downside of billing is that [PE Miami] has challenges with certain tasks, but OMB is open to discuss and provide support to address any potential challenges.** Recipient response: *The Recipient appreciates the comments.*

3. The Provide® Enterprise Miami (PE Miami) client database system is reliable.

- **Survey Comment: [PE Miami] database is slow. Some ADAP and ACA insurance enrollments do not update. Disagree Rating: 6% (n=1).** Recipient response: *The Recipient will explore the feasibility of assembling a review team – including the Recipient, BSR staff, medical case managers, contract managers and other database super users and end users – to evaluate reports, develop and enhance PE Miami training, and support peer-to-peer training.*

4. The PE Miami client database system is easy to use.

- **Disagree Rating: 6% (n=1).**

5. The PE Miami client database system vendor, Groupware Technologies, responds promptly and adequately to inquiries, data requests, and system troubleshooting.

- **Disagree Rating: 31% (n=5).** Note: *The Recipient will share these results with Groupware Technologies and work on improving the response time for inquiries and Help Desk tickets.*

Discussion regarding all PE Miami findings (#2-#5, above):

- The database updates process overnight which can cause slowdowns in the morning. Several members agreed with this as a negative experience with the database. One attendee indicated it was easier to work on the database during non-business hours in order to avoid slowdowns from multiple users being on the platform at the same time during regular business hours. Members asked where the database is housed as the slowdowns may be attributed to server problems. It was noted slowdowns and data not updating in a timely manner are not just user issues, rather they can have direct impact on service delivery. Further, the database should be functioning at a working speed during business hours. The cost of running PE Miami and the cost of updates should be explored.
- Changes are frequently made to input screens by PE Miami. It would be helpful if significant changes could be pilot tested; and/or changes in general could be announced in advance (even by just 30 minutes).
- Members requested an update on PE Miami, “improving the response time for inquiries and Help Desk tickets.” It was also noted PE Miami has a small staff which could impact implementing changes quickly.

□ **2024 Draft AAM Surveys Review**

Members were provided with the draft surveys for the 2024 AAM. Staff advised this assessment is an annual requirement by HRSA of Ryan White Program planning councils.

In previous years, the survey results have been compiled and reported to HRSA, after which the next survey cycle begins without any time for following up on the results. Members asked staff if the cycle could be amended to allow a year to follow up on the action plan, as detailed in the discussions above. Members noted there are only incremental changes over time in most survey responses so an annual survey may not be merited. A two-year rapid cycle would allow the committee to administer surveys in year one and monitor results in year two. On that cycle, the year one report would be survey findings, and the year two report would be action plan results. Members asked staff to seek guidance on this process change from our HRSA Project Officer.

Motion for BSR staff to request guidance from our HRSA Project Officer to assess implementing a two-year AAM rapid cycle to allow for survey administration one year and follow up on an action plan resulting from the survey results in the next year.

Moved: Dr. Angela Mooss Seconded: Angela Machado Motion: Passed

Further discussion on the survey tools was tabled pending a reply from the HRSA Project Officer.

IX. New Business

▪ **2023 Recap and Recognition of Members**

Staff noted a 2023 Year in Review presentation was presented at the Partnership meeting in December 2023. At that time, Partnership and Committee members received a certificate of appreciation, however not all Committee members were able to attend. Since Dr. Sheehan was not at the December Partnership meeting, her certificate was presented at today’s meeting and members applauded her contributions.

▪ **2024 Officer Nominations and Elections**

Dr. Shehan has served two years as Vice Chair and accepted the request to serve as Chair. At least one officer is required to be a Partnership member; the only eligible member was Angela Machado

who accepted the request to serve as Vice Chair. Members voted to elect Dr. Sheehan and Ms. Machado as Chair and Vice Chair, respectively.

Motion to elect Dr. Diana Sheehan as Chair and Angela Machado as Vice Chair of the Strategic Planning Committee for the 2024 calendar year.

Moved: Dr. Angela Mooss

Seconded: Hardeep Singh

Motion: Passed

▪ **2024 Schedule of Strategic Planning Committee Meetings and Agenda Topics**

Members reviewed the agenda topics and schedule as presented.

Regarding the AAM, the schedule is pending adjustment based on the response from our HRSA Project Officer on the cycle change.

Regarding the Annual Report, it was discussed that a sponsor and supporting partner should be identified among the County Commissioners to ensure future reports are presented to the full Board of County Commissioners and Mayor's office and our "asks" within the report are clearly defined. Dr. Sheehan noted HRSA has high expectations of Partnership board members. Presenting the annual report to our legislators is among their expectations.

Motion to approve the 2024 Strategic Planning Committee Agenda Topics with the caveat that the timing and activities around the AAM are subject to change.

Moved: Dr. Angela Mooss

Seconded: Hardeep Singh

Motion: Passed

▪ **Source of Income Filing**

Staff distributed and collected annual Source of Income Forms which are required of County advisory board members.

X. Announcements and Open Discussion

There were no announcements.

XI. Next Meeting

Dr. Sheehan announced the next meeting is scheduled for April 12, 2024, at BSR Corp.

XII. Adjournment

Dr. Sheehan adjourned the meeting at 11:52 a.m..



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|-----------------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership



Membership Report

April 8, 2024

The Miami-Dade HIV/AIDS Partnership

The official Ryan White Program Planning Council in Miami-Dade County and the Advisory Board for HIV/AIDS to the Miami-Dade County Mayor and Board of County Commissioners.

Opportunities for Ryan White Program Clients

9 seats are available to Ryan White Program Clients who are not affiliated or employed by a Ryan White Program Part A funded service provider.

Opportunities for General Membership

8 seats are open to people with HIV, service providers, and community stakeholders who have reputations of integrity and community service, and possess the relevant knowledge, skills and expertise in these membership categories:

- Representative with HIV and Hepatitis B or C
- Other Federal HIV Program Grantee Representative (SAMHSA)
- Prevention Provider Representative
- Substance Abuse Provider Representative
- Mental Health Provider ReprAgency Representative
- Hospital or Healthcare Planning Representative
- Federally Recognized Indian Tribe Representative
- Miami-Dade County Public Schools Representative

Are you a Member?

Thank you for your service to people with HIV!
Be sure to bring a Ryan White client to your next meeting!



Do You Qualify for Membership?

If you answer "Yes" to these questions, you could qualify for membership!

Are you a resident of Miami-Dade County?

Are you a registered voter in Miami-Dade County?

Note: Some seats for people with HIV are exempt from this requirement.

Can you volunteer three to five hours per month for Partnership activities?



Scan the QR code to complete a brief membership interest form



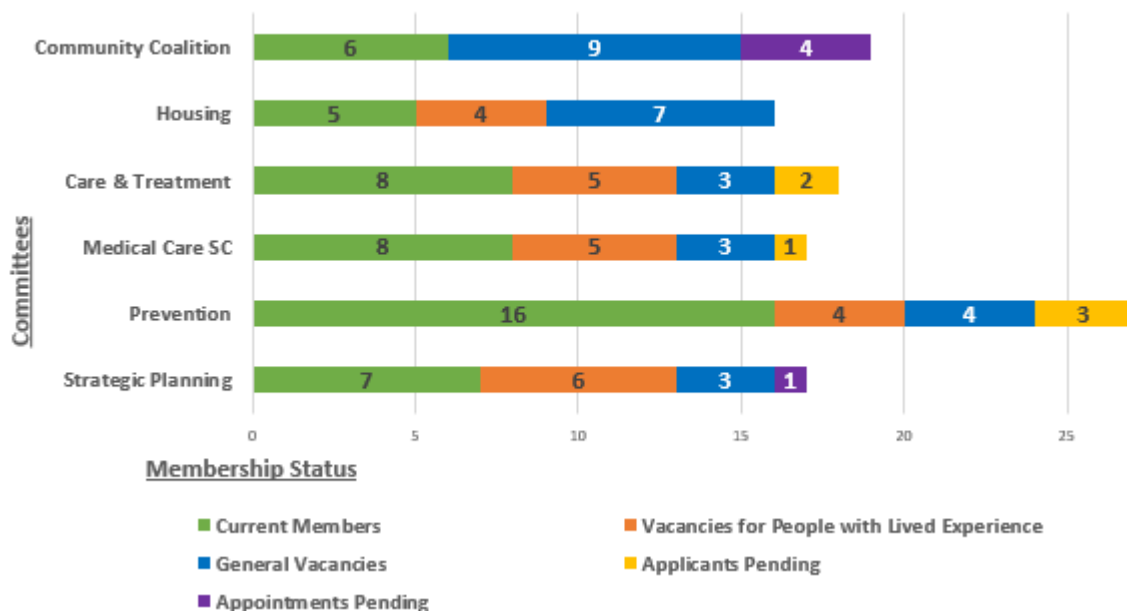
Committees

Work with a dedicated team of volunteers on these and more Partnership activities to better serve people with HIV in Miami-Dade County!
People with HIV are encouraged to join!

- ⌘ Allocate more than \$27 million in Ryan White Program funds with the **Care and Treatment Committee**
- ⌘ Develop an Annual Report on the State of HIV and the Ryan White Program in Miami-Dade County with the **Strategic Planning Committee**
- ⌘ Recruit and train new Partnership members with the **Community Coalition**
- ⌘ Work with the City of Miami Housing Opportunities for Persons with AIDS Program to address housing challenges for people with HIV/AIDS with the **Housing Committee**
- ⌘ Oversee updates and changes to medical treatment guidelines for the Ryan White Part/MAI Program with the **Medical Care Subcommittee**
- ⌘ Set priorities for Ryan White Program HIV health and support services in Miami-Dade County with the **Care and Treatment Committee**
- ⌘ Share a meal and testimonials at Roundtables with the **Community Coalition**
- ⌘ Develop and monitor the official HIV Prevention and Care Integrated Plan with the **Strategic Planning Committee & Prevention Committee**
- ⌘ Develop your leadership skills and be a committee leader with the **Executive Committee**
- ⌘ Oversee updates and changes to the Ryan White Prescription Drug Formulary with the **Medical Care Subcommittee**
- ⌘ Develop and monitor local Ending the HIV Epidemic activities with the Florida Department of Health in Miami-Dade County with the **Prevention Committee & Strategic Planning Committee**
- ⌘ Be in the know about the latest HIV activities of the Prevention Mobilization Workgroups with the **Prevention Committee**

Visit www.aidsnet.org/the-partnership/ for the complete list of applications and details on Partnership and committee membership opportunities. Contact us at mdcpartnership@behavioralscience.com or 305-445-1076 for assistance.

Standing Committee and Subcommittee Membership





Partnership Report to Committees and Subcommittee March 18, 2024 Meeting

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

For more information, please contact mcdpartnership@behavioralscience.com.

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.



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership



Action Plan and Survey Development

2023-2024 Assessment of the Recipient Administrative Mechanism

Presented to the Strategic Planning Committee
April 12, 2024

Introduction

The Assessment of the Recipient Administrative Mechanism (AAM) is an **annual Health Resources and Services Administration (HRSA)-mandated evaluation.**

Two surveys are administered each year to:

- 1) Miami-Dade HIV/AIDS Partnership members (Partnership), and
- 2) Ryan White Program (RWP) Part A/Minority AIDS Initiative (MAI) subrecipients (subrecipients).

Survey results are tallied and reported each Fiscal Year (FY):

- The AAM survey conducted in early Summer of FY 2023 referred to activities in the year ending February 28, 2023.
- The AAM survey we are planning here for early Summer of FY 2024 refers to activities in the year ending February 29, 2024.

This year, an Action Plan is being developed and the surveys will focus on making improvements based on the Action Plan. If there are issues the Partnership, Staff, the Recipient or subrecipient need to address based on comments on the last survey, we should consider a timetable or strategy moving forward.

Partnership Survey Findings

1. Ryan White Program (RWP) Part A/Minority AIDS Initiative (MAI) Expenditures Reporting

Feedback

- Well presented, maybe address areas of low utilization and discuss solutions before sweeps.
- Would be interesting to see challenges.
- It would be better to track utilization of funds and discuss before sweeps are announced.

Action Items

- The Recipient offered to provide reports with additional utilization details, and the monthly “top line summaries” Reports have been expanded.
- Partnership meetings have moved away from reviewing the expenditure and utilization reports to having only a Top Line Summary Report. While the Top Line Summary is more concise, it does not allow for open discussion on under- and over-utilization, solving challenges, or making members feel better informed about Sweeps. Particularly for new members, a slower-paced review of Part A/MAI expenditures, open discussion on highlighted challenges, and drawing attention to data relevant to Sweeps would be beneficial.
- Staff suggests reinstating providing hard copies of the Part A/MAI expenditures and utilization reports, rather than projecting them on a screen.

Suggested Follow Up Questions to the Recipient

- _____

Suggested Survey Questions

- What data should the Care and Treatment Committee receive to be better informed about Sweeps?
- Sweeps allocations are presented to the Care and Treatment Committee as Recipient recommendations. Should the Care And Treatment Committee have a greater say in determining amounts moved to specific service categories?
- What data should the Partnership receive to be better informed about the Sweeps recommendations (motions) proposed by the Care and Treatment Committee?

- _____

2. Improving Partnership member engagement

Feedback

- Provide language and guidance to engage everyone.

Action Items

- Staff has produced table-toppers with commonly used terminology and acronyms for meeting attendees to have as a handy reference. In addition, the blank back of meeting agendas has a list of acronyms and terminology.
- Update the Housekeeping presentation to include a slide that specifically encourages participation: “Share your expertise!”; “There is a role for everyone!”
- Update the Housekeeping presentation to include a slide that acknowledges meetings are confusing and encourages participants to ask questions as needed.
- The Recipient will work with the Partnership and staff support to develop additional ways to engage attendees and reduce complexities.
- Hold post-meeting debriefing sessions. The debriefing session should be announced in Housekeeping and announced again prior to adjournment.
- When persons RSVP to BSR for meetings, staff may respond to these persons with an offer to call about the meetings and answer any questions in advance.

Suggested Follow Up Questions to the Recipient

Suggested Survey Questions

- Have Housekeeping announcements and terminology lists been helpful? How could these be improved?
- Do you think post-meeting briefings or RSVP calls would be helpful? What other suggestions do you have for improving engagement?

3. Mental health stigma

Feedback

- A general statement was received about “finding solutions to mental health stigma.”
 - The comment is too broad to address without looking at data on utilization and stigma. Studies on mental health stigma tend to indicate barriers to seeking mental health services is due to internalized stigma. It remains unclear why mental health services are underutilized across the Ryan White Program; it may be attributed to stigma or other factors. The Care and Treatment Committee is working on redefinition of mental health services to reduce stigma, but as of April 2024, this is a work in progress,

Action Items

- The Recipient agrees we need to work together as a community to find solutions to the issue of mental health stigma.
- Gain a better understanding of what medical providers and Medical Case Managers are doing to promote mental health services.
- Review data on retention rates of clients accessing mental health services.
- Review Integrated Plan activities and measurements related to mental health stigma.
- _____

Suggested Follow Up Questions to the Recipient and/or Staff

- _____

Suggested Survey Questions

- _____

Subrecipient Survey Findings

1. Provide Enterprise® by Groupware Technologies (PE-Miami) - RWP client database system

Feedback

- The database is slow.
- Some ADAP and ACA insurance enrollments do not update.
- The system could deliver better reports.
- It is cumbersome and difficult to navigate.
- Billing in PE Miami can be challenging.

Action Items

- The Recipient offered to explore the feasibility of assembling a Review Team to evaluate reports, develop and enhance PE Miami training, and support peer-to-peer training. The proposed Review Team members would include database end users, database super users, medical case managers, contract managers, the Recipient, and BSR CQM staff.
- The Recipient will share these results with Groupware Technologies and work on improving the response time for inquiries and Help Desk tickets.
- Staff note: a similar group was convened to provide monthly feedback to ACMS, the providers of the SDIS, the precursor to Provide Enterprise.
- _____

Suggested Follow Up Questions to the Recipient

- What is the feasibility of a PE-Miami Review Team? Is there a timetable for executing this feasibility review? Would the group be administered by CQM support staff?
- What is the status of Groupware Technologies improvements to inquiry response times and Help Desk tickets?
- _____

Suggested Survey Questions

- Would you (as a Partnership member or subrecipient) participate in a PE-Miami Review Team?
- What specific training is needed?
- _____

2. Contract Execution

Feedback

- Although the AAM survey responses concerning timely execution of contracts from FY 2023 were overwhelmingly positive, HRSA noted differences between the globally positive statements and the actual dates by which FINAL contracts had been executed.
- Staff note: several subrecipients acknowledged their own internal delays were complicating final execution of contracts after the Recipient had provided an approved version. The AAM questions placed all of the responsibility for timeliness of the execution of the final contracts on the recipient.

Action Items

- Revise the AAM questions to quantify dates of provision of contract by recipient, and dates of final approval by subrecipients, with comments on subrecipient issues contributing to the delay.

Suggested Follow Up Questions to the Recipient

- If annual amendments are not allowed per County contracting, what other time-saving contract renewal suggestions could be explored? were issued instead of complete contracts each year?

Suggested Survey Questions

- In what month was your FY 2023-2024 RWP contract executed?
- If later than 60 days after the beginning of the FY, what specific factors contributed to the delay?
- How were delays in contract execution communicated?
- How did follow up to communication help expedite the completion of contract execution?



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership



2024 Strategic Planning Committee Agenda Topics

As of April 12, 2024

(Items in green are revised since March 8, 2024)

2024 Meeting Dates	Integrated Plan	Assessment of the Recipient Administrative Mechanism (AAM)	Annual Report	Other
Friday, January 12 10:00 a.m.-12:00 p.m.	Meeting cancelled – Activities moved to March 8.			
Tuesday, February 13 10:00 a.m.-1:00 p.m.	Joint Integrated Plan Review Team Meeting			Complete Source of Income Forms
Friday, March 8 10:00 a.m.-12:00 p.m.		Review findings and advise on follow up recommendations from the 2023 AAM Report Review draft of March 1, 2023 - February 29, 2024 AAM surveys Finalize draft AAM surveys for March 18 Partnership review.		Officer nominations Distribution of 2024 Agenda Topics (revised) Complete Source of Income Forms (if available)
Friday, April 12 10:00 a.m.-12:00 p.m.		Review Action Plan and Survey Development document Draft survey questions	Review Annual Report – updates, new data, suggested improvements	Complete Source of Income Forms (if needed)
Friday, May 10 10:00 a.m.-12:00 p.m.		Finalize surveys for Partnership approval on May 13, 2024 Administer surveys – Due 31, 2024	Receive updated Annual Report draft Continue draft revisions (as time allows)	Complete Source of Income Forms (if needed)

2024 Meeting Dates	Integrated Plan	Assessment of the Recipient Administrative Mechanism (AAM)	Annual Report	Other
Friday, June 14 10:00 a.m.-12:00 p.m.		Review AAM Report with Recipient	Continue draft revisions (if needed)	
Tuesday, July 23 10:00 a.m.-1:00 p.m.	Joint Integrated Plan Review Team Meeting			
Friday, August 9 10:00 a.m.-12:00 p.m.		Review and approve final AAM report	Approve final report (if ready)	
Friday, September 13 10:00 a.m.-12:00 p.m.	<i>This meeting may conclude the committee's business for the year.</i>		Approve final report (if needed)	Nominations of 2025 Officers
Save the dates	<ul style="list-style-type: none"> ▪ Friday, October 11 ▪ Friday, November 8 ▪ Friday, December 13 			
Locations	<ul style="list-style-type: none"> ▪ Committee Meetings: Behavioral Science Research Corp., 2121 Ponce de Leon Boulevard, Suite 240, Coral Gables, FL 33134 ▪ Joint Integrated Plan Review Team Meetings: MDC Main Library, 101 West Flagler Street, Auditorium, Miami, FL 33130 			
Notes	<ul style="list-style-type: none"> ▪ RSVP online or to cbontempo@behavioralscience.com. ▪ Meeting materials are available at www.aidsnet.org/the-partnership#strategicplanning1 ▪ All meetings are subject to change. See www.aidsnet.org/calendar/ for updates. 			



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership

2022

ANNUAL REPORT


HIV in Miami-Dade County

www.aidsnet.org



hiv-aidsinfo@behavioralscience.com






Notes:

- Hispanic Includes people who are Black Hispanic, White Hispanic, Latina, Latino, and Latinx, of any race.
- Black non-Hispanic includes Haitians.
- Data in this report is subject to change.

This report was prepared by Behavioral Science Research Corporation for the Miami-Dade County OMB and the Miami-Dade HIV/AIDS Partnership. This publication is supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) as part of an award totaling \$27,558,848 as of March 29, 2023 with 0% financed with non-governmental sources. The contents are those of the author(s) and do not necessarily represent the official views, nor an endorsement by, HRSA, HHS or the U.S. Government.



State of the HIV Epidemic

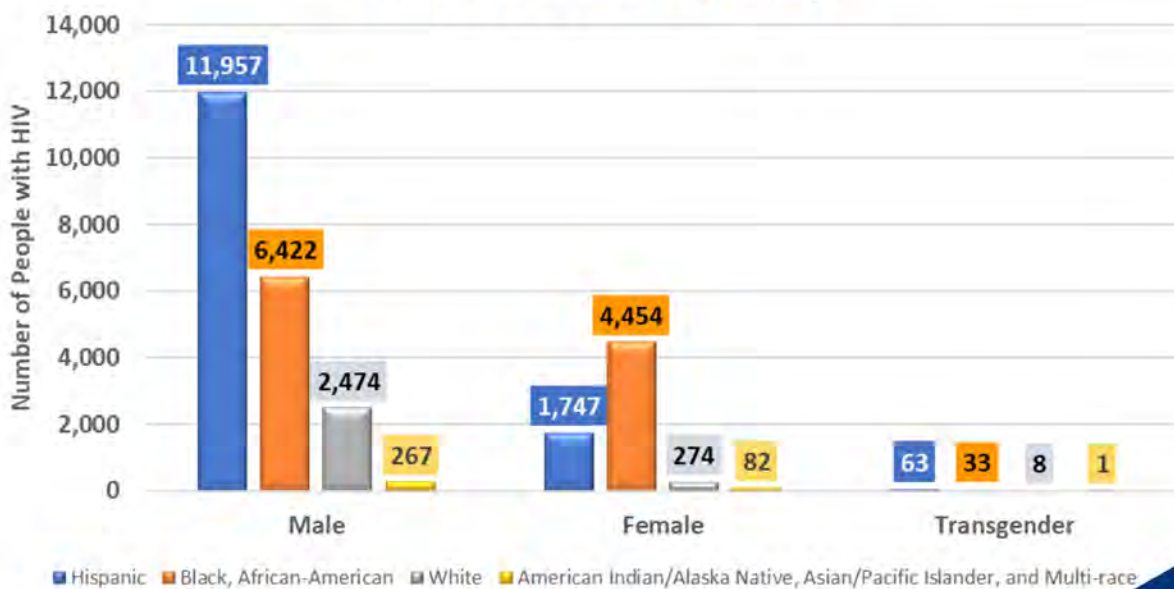
One out of every 97 people had HIV in Miami-Dade County in 2021.

Florida continues to have the highest annual incidence of new HIV diagnoses in the United States.

2021 Florida Department of Health Snapshot

- **#1** Although we are making great progress in identifying and treating people with HIV, Miami-Dade County has the highest rate of new diagnoses of HIV of any county in Florida.
- **27,782** people with HIV live in Miami-Dade County.
Total MDC population: 2,673,837
- **23%** of Florida residents with HIV live in Miami-Dade County.
Total Florida population: 22,244,823

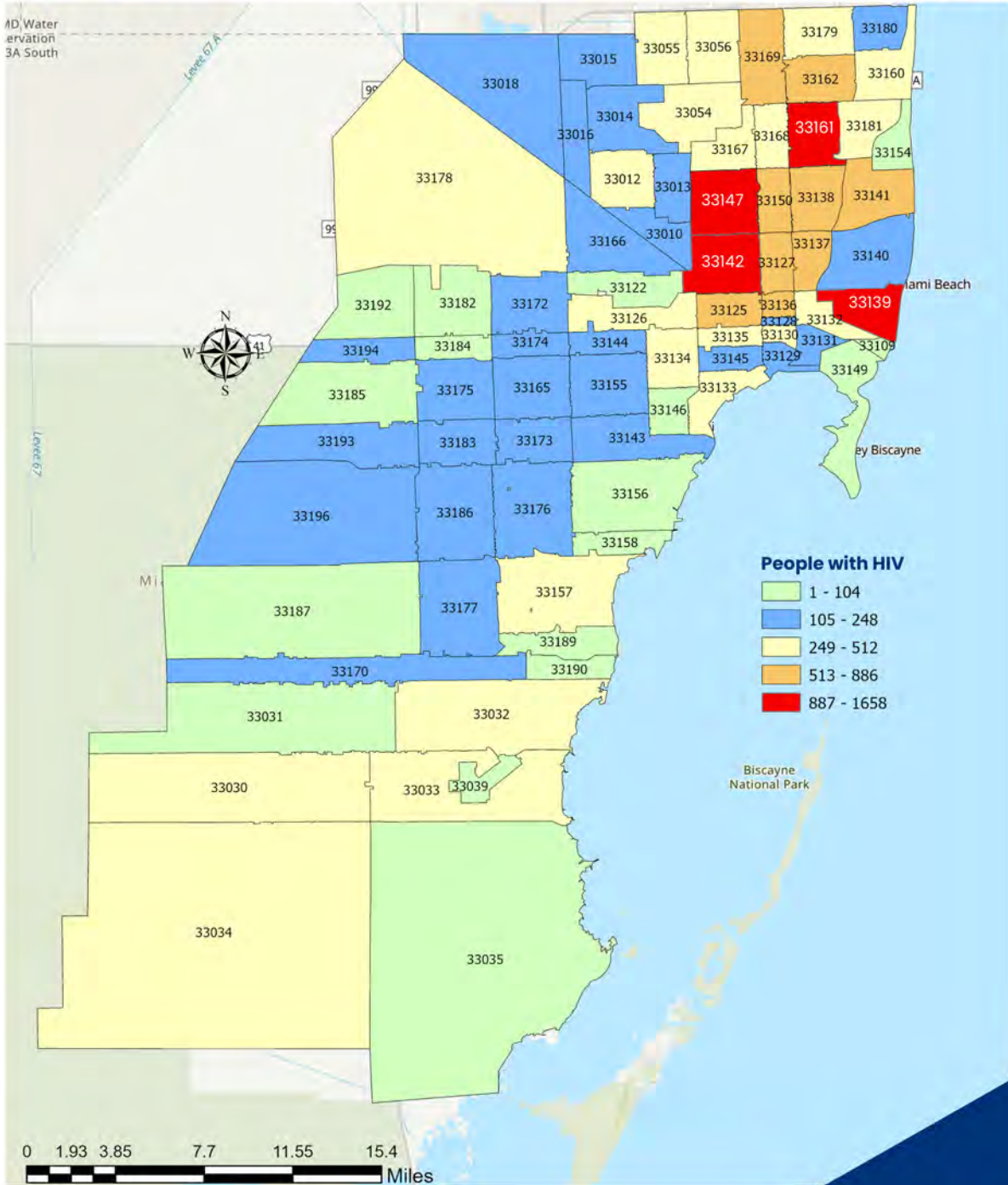
Race/Ethnicity and Gender of People with HIV in MDC (2021)



Geographic Trends

People with HIV live in every Zip Code in Miami-Dade County.

Zip Code of Residence of People with HIV in MDC (2021)

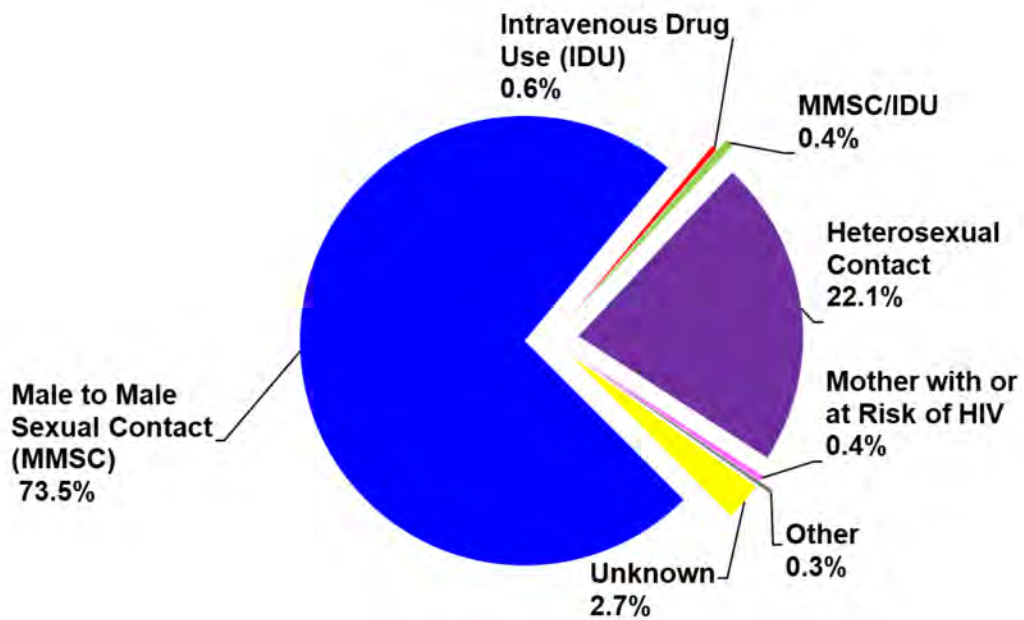


Modes of Acquiring HIV

In FY 2022, Ryan White Program (RWP) clients self-reported the following modes of acquiring HIV.

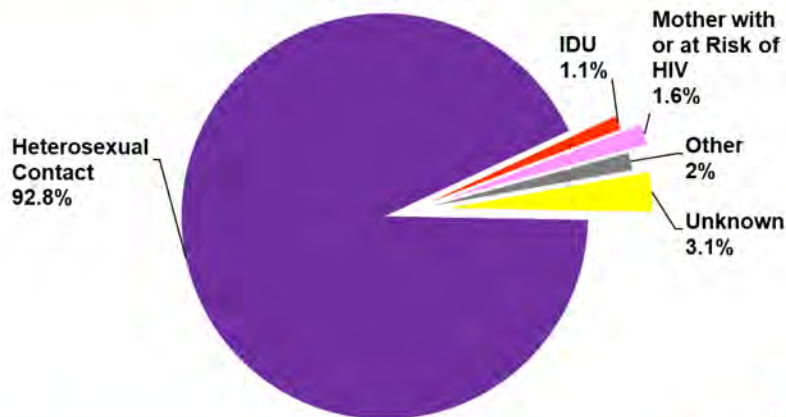
Acquiring HIV Among Male RWP Clients

N=7,028



Acquiring HIV Among Female RWP Clients

N=1,468



Ryan White Program Clients: Populations of Special Concern

8,590 people with HIV were served by the RWP in FY 2022. The *2022-2026 Miami-Dade County Integrated HIV/AIDS Prevention and Care Plan* includes activities to ensure positive health outcomes for people aging with HIV and those who are experiencing homelessness.

People Aging with HIV

44%

RWP clients in care who were **over age 50** and aging into Medicare in 2022.

14%

RWP clients in care who are **Long-Term Survivors** - living with HIV for more than 20 years.

In addition to complications from HIV, people over 50 are more likely to have negative health outcomes due to lower cognitive functioning, diabetes, hypertension, and other co-morbidities.

People with HIV Experiencing Homelessness

456

RWP clients in care who were **homeless** at the end of 2021.

4,197

RWP clients in care who were **living below 136% of the Federal Poverty Level** in 2022.

27%

Miami-Dade County renters earning below 60% of the median household income of \$57,815, and spending **over 40% of their income** for rent.

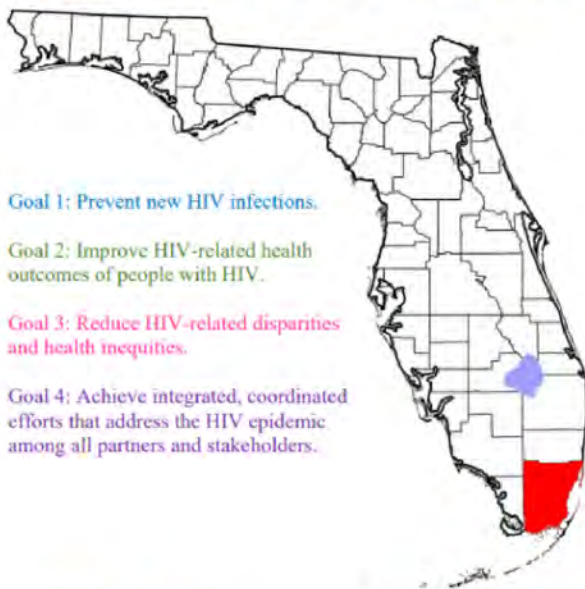
Miami-Dade County Response

Integrated Planning

Strategies and activities for achieving the National HIV/AIDS Strategy (NHAS) and Ending the HIV Epidemic (EHE) goals are detailed in the *2022-2026 Miami-Dade County Integrated HIV Prevention and Care Plan*.

The Plan

MIAMI-DADE COUNTY 2022-2026 INTEGRATED HIV PREVENTION AND CARE PLAN



Goal 1: Prevent new HIV infections.

Goal 2: Improve HIV-related health outcomes of people with HIV.

Goal 3: Reduce HIV-related disparities and health inequities.

Goal 4: Achieve integrated, coordinated efforts that address the HIV epidemic among all partners and stakeholders.



With participation by people with HIV and other community partners in Miami-Dade County.

Community Partners

The Miami-Dade HIV/AIDS Partnership

RWP Planning Council established by County Ordinance as the official County Advisory Board for HIV needs and services in MDC.

Providing coordination between people with HIV, including RWP clients, service providers, and administrators, FDOH-MDC, government officials, the Housing Opportunities for Persons with AIDS Program (HOPWA), General Revenue, Medicaid, universities, hospitals, and HIV advocates.

The Ryan White Program

RWP Parts A, B, C, D, F, and the Minority AIDS Initiative (MAI).

Providing life-saving HIV medical care and treatment and support services to more than 8,500 people with HIV in 2022.

The Florida Department of Health in Miami-Dade County Local County Health Department (FDOH-MDC)

Providing HIV and sexually transmitted disease testing and prevention services. More than 116,000 HIV tests administered in 2022, with 1,258 HIV positive test results.

Miami-Dade County Response

Ending the HIV Epidemic (EHE)



Miami-Dade County is one of 57 EHE priority jurisdictions receiving funding for resources, technology, and expertise to expand HIV prevention, treatment, and support services. All residents – regardless of immigration status or income level – can benefit from RWP and FDOH-MDC EHE services.

RWP EHE Initiatives

Available Now!

- HealthTec - Enhancing telehealth services for medical care, medical case management, mental health counseling, substance use disorder services, prescription drugs, and more!
- Quick Connect
 - Expanding the Test and Treat/Rapid Access (TTRA) protocol to ensure access to medical care and antiretroviral therapy (ART) within 7 days.
 - Educating providers on HIV treatment guidelines, the benefits of routinized opt-out HIV testing at hospitals and clinics, and more!
 - Engaging the community in HIV testing through social marketing and media campaigns throughout the county.

Coming Soon!

- Housing Stability Services - *Housing is Healthcare* - Providing transitional, short-term, or emergency housing assistance.
- Mobile GO Teams - Supporting Miami-Dade County's ability to rapidly respond to HIV transmission clusters.

FDOH-MDC EHE Initiatives

At 12 local agencies, Jackson Memorial Hospital and Homestead Hospital.

- Providing rapid HIV testing and at-home HIV testing.
- Educating hospitals and clinics on the benefits of routinized opt-out HIV testing.
- Ensuring all persons who test positive for HIV will have medication to reach viral load suppression.
- Establishing a referral network to connect people with HIV to care and services.
- Getting people who have fallen out of care back into care.
- Providing partner services and Pre-Exposure Prophylaxis (PrEP).
- Engaging the community in HIV testing through social marketing and media campaigns throughout the county.

HIV Prevention Initiatives

Gilead Sciences Frontlines of Communities in the United States (FOCUS) and FDOH-MDC HIV Testing

A collaborative model for routine communicable disease screening that enables partners to develop and share best practices in routine HIV, Hepatitis C, and Hepatitis B screening, diagnosis, and linkage to care.

FOCUS Partners

- Health Choice Network - 6 Sites
- Baptist Health South Florida - 5 Sites
- Jackson Memorial Hospital - 4 Sites
- University of Miami - 2 Sites

FOCUS Testing (2022)

- **116,774** HIV tests
- **1,258** people tested positive

FDOH-MDC Testing (2022)

- **53,724** HIV tests
- **746** people tested positive

Locate more than 180 HIV testing sites in Miami-Dade County at www.testmiami.org.

HIV Test & Treat/Rapid Access Protocol (TTRA)

TTRA is the standard of care for every person newly diagnosed with HIV:

- **Within 7 days:** Receive counseling, evaluation, baseline laboratory tests, and start antiretroviral treatment.
- **Within 14 days:** Enroll in the AIDS Drug Assistance Program (ADAP).
- **Within 30 days:** Be linked to RWP medical case management, peer support, substance abuse treatment, and mental health counseling, as needed.

TTRA Linkage and Viral Suppression

From July 2018 through June 2022:

- **1,365** new-to-HIV care clients
- **1,056** new-to-RWP care clients
- **1,133** returned-to-care clients
- **2,700** virally suppressed clients

HIV Prevention Initiatives

HIV testing is available with on-site rapid testing, after-hours rapid testing, mobile rapid testing, opt-out testing in emergency rooms and clinics, and at-home testing.



PrEP (Pre-Exposure Prophylaxis)

A comprehensive HIV prevention strategy for HIV-negative individuals that involves the use of antiretroviral medications to reduce the risk of contracting HIV.

PEP (Post-Exposure Prophylaxis)

Taking antiretroviral medicines after being potentially exposed to HIV, to prevent contracting HIV.

Locate a PrEP provider in Miami-Dade County at www.preplocator.org.

At Home Testing

Promoting HIV self-testing kits as an alternative option especially for hard-to-reach populations including youth, sex workers, and LGBTQ+ communities.

- **932** kits delivered from January 2021 through July 2023.

Condom Distribution

More than **1.9 million** free condoms were distributed in 2021 with the help of a broad variety of community partners, including bars and clubs, colleges and schools, faith-based organizations, and street outreach.

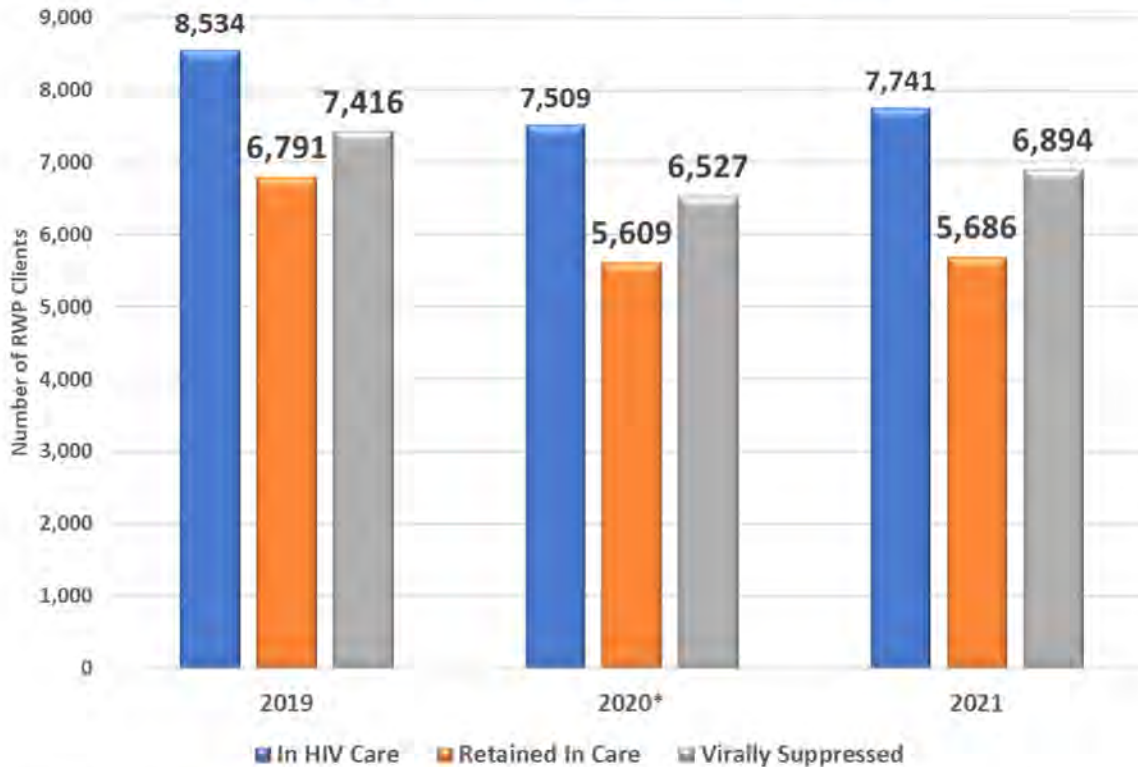


TestMiami.Org

HIV Treatment Successes

Throughout the COVID-19 pandemic, the RWP maintained clients in care and kept them virally suppressed.

HIV Care Continuum for RWP Clients



In HIV Care

- Having at least one medical visit, a CD4 test, or viral load test in a 12 month period.

Retained In Care

- Having two or more medical visits, CD4 tests, or viral load tests at least 3 months apart.

Virally Suppressed

- Having less than 200 copies of HIV per milliliter of blood in the most recent test, which is achieved by consistently taking HIV medicine as prescribed.

*2020 marks the beginning of the COVID-19 pandemic.

HIV Treatment Successes

In 2022, the local RWP provided life-saving core and support services to 8,590 people with HIV in Miami-Dade County, up from 8,127 in 2020.



Core Medical Services

- AIDS Pharmaceutical Assistance
- Health Insurance Premium and Cost Sharing Assistance
- Medical Case Management
- Mental Health Services
- Oral Health Care
- Outpatient Ambulatory Health Services
- Substance Abuse Outpatient Care



Download RWP services brochures at www.aidsnet.org/partners/services/.

Support Services

- Food Bank/Home Delivered Meals
- Medical Transportation
- Other Professional Services
- Outreach Services
- Substance Abuse Services (residential)

HIV Innovations and Interventions



Infectious Disease Elimination Act

HIV transmission via injection drug use was mitigated by the Infectious Disease Elimination Act - IDEA Exchange, an innovative Syringe Services Program (SSP), which started in December 2016 in Miami-Dade County and has become a statewide SSP model.

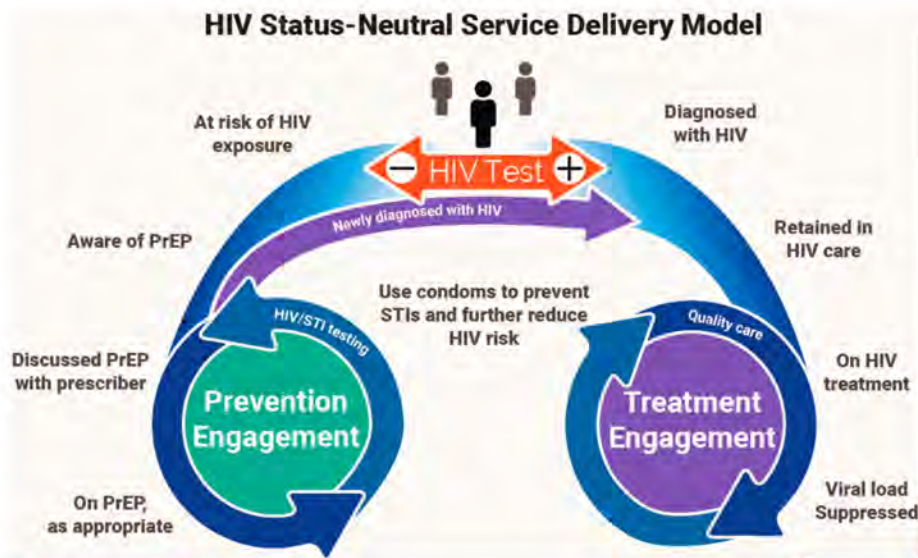


No Babies Born with HIV

For the fourth year in a row (2019-2022), **no babies were born with HIV** to HIV positive mothers in Miami-Dade County, due in large part to the initiatives funded by the Ryan White Program Part D at University of Miami – Miller School of Medicine, Dept. of Obstetrics, Gynecology & Reproductive Sciences.

HIV Status Neutral Service Delivery Model

The MDC Integrated Plan includes activities to promote the CDC-recommended HIV Status Neutral Service Delivery Model, where HIV testing serves as an entry point to services regardless of a positive or negative HIV result, to improve HIV prevention and care outcomes.



Everyone has a role in ending the HIV epidemic!



- Support funding for the HIV initiatives of the Ryan White Program, Florida Department of Health in Miami-Dade County, and Housing Opportunities for Persons with AIDS (HOPWA).

Get tested for HIV and promote HIV testing in your community.

- Locate an HIV testing site: www.testmiami.org.
- Go to www.aidsnet.org/ and learn how to be supportive when someone tells you they are HIV positive.

Remember that language matters!

- Adopt "People First" language such as, "*people* with HIV" or "*people* experiencing homelessness".
- Please don't say, "infected" with HIV, instead, say "acquired HIV," "diagnosed with HIV," or "contracted HIV."
- Please don't use stigmatizing terms such as "dirty," "clean," or "victim".

Learn how you can support HIV prevention, care, and treatment initiatives.

- The Miami-Dade HIV/AIDS Partnership: www.aidsnet.org.
- FDOH HIV Epidemiological Profile: www.floridahealth.gov.
- FDOH Community Health Assessment Resource Tool Set: www.flhealthcharts.com.
- Miami-Dade County Ryan White Program: www.miamidade.gov/grants/ryan-white-program/.
- Federal HIV/AIDS Web Council: www.HIV.gov.
- Tools for HRSA's Ryan White HIV/AIDS Program: www.TargetHIV.org.
- Undetectable = Untransmittable (U=U): www.preventionaccess.org.

Contact Us

☎ (305) 445-1076

✉ hiv-aidsinfo@behavioralscience.com



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership

GET ON BOARD

Member Enrichment Training

Rescheduled
from 4/3/24

Station 14: Ryan White Needs Assessment and You!

WEDNESDAY, APRIL 17, 2024

12:00 p.m. - 1:00 p.m.
via Microsoft Teams*

Topics

- What is Needs Assessment?
- What can you expect to learn during Needs Assessment and why is it important?
- What is **your role** as a **Ryan White Client**?
- What is **your role** as a **Ryan White Provider**?

Register at

bit.ly/GOBStation14NAandU



*Need help with
Microsoft Teams?
Contact us at
[mdcpartnership@
behavioralscience.com](mailto:mdcpartnership@behavioralscience.com)



2024 Needs Assessment

An annual activity of the planning council and a federal requirement.

Join the Care and Treatment Committee for the 2024 Needs Assessment!
Be a decision-maker for Ryan White Program service priorities and funding!
Your participation helps more than 8,000 people with HIV in
Miami-Dade County!

**MAY
09**



**JUNE
13**



**JULY
11**



**AUGUST
8**

Meetings are held from **10:00 a.m. to 1:00 p.m.**
at the Care Resource Community Health Centers,
Midtown Miami, 3510 Biscayne Blvd.,
3rd Floor Executive Conference Room,
Miami, FL 33137



Must RSVP at 305-445-1076 or
marlen@behavioralscience.com



HIV TREATMENT STUDY

RESEARCH DESCRIPTION & PURPOSE:

Researchers at The University of Miami want to compare different methods for offering medications that treat HIV. Research is always voluntary!

WOULD THE STUDY BE A GOOD FIT FOR ME?

This study may be a good fit for you if:

- Are at least 18 years old and speak English
- Are HIV +
- Inject drugs
- Live in Miami-Dade County

CALL US FOR MORE INFO



<https://ideaexchangeflorida.org/>



@ideaexchangemiami

WHAT WOULD HAPPEN IF I TOOK PART IN THE STUDY?

The screening process will occur during 1-2 visits that take place over 2 weeks. If you are found eligible, the full study involves up to 5 visits over a period of about 12 months and you will be asked to complete interviews, provide blood and urine samples, and get counseling.

Participants will be compensated for their time and effort in participating in the study.

To find out more information, please contact us at



(305)-773-7286



**1668 NW SW 7TH AVE
MIAMI, FL 33136**

HIV RESEARCH STUDY

Are you living with HIV? Do you inject drugs?



If you answered “Yes” - you may be eligible to participate in a study comparing 2 different methods of offering medications that treat HIV.

All study participants will receive:

- Linkage to HIV care
- Compensation for your time and travel

CALL US TO FIND OUT MORE!
The University of Miami Miller School of Medicine

(305)-773-7286

Research Study
(305)-773-7286

Research Study
(305)-773-7286

Research Study
(305)-773-7286

Research Study
(305)-773-7286

Research Study
(305)-773-7286

Research Study
(305)-773-7286

Research Study
(305)-773-7286

Research Study
(305)-773-7286

Research Study
(305)-773-7286



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|----------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership

MAY 2024

RYAN WHITE PART A/MAI PROGRAM AND MIAMI-DADE HIV/AIDS PARTNERSHIP CALENDAR

Monday	Tuesday	Wednesday	Thursday	Friday	
MEETING LOCATIONS BSR Corp. - Behavioral Science Research Corp., 2121 Ponce de Leon Blvd., Suite 240, Coral Gables, FL 33134 Care Resource - Care Resource Community Health Centers, 3510 Biscayne Boulevard, Miami, FL 33137 Latinos Salud - Latinos Salud, 640 NE 124th Street, Miami 33131		1 Miami-Dade HIV/AIDS Partnership New Member Orientation 1:00 PM to 4:00 PM via Microsoft Teams	2	3 🏳️‍🌈 National HIV Vaccine Awareness Day (May 18) 🏳️‍🌈 National Asian & Pacific Islander HIV/AIDS Awareness Day (May 19)	<p>All events on this calendar are open to the public.</p> <p><i>People with HIV are invited to participate!</i></p>  <p>Your RSVP lets us know if we have the necessary participants to hold the activity and ensures we have enough materials.</p> <p>RSVP to (305) 445-1076, mdcpartnership@behavioralscience.com, or scan the QR Code for Partnership meetings.</p>  <p>Visit www.aidsnet.org for more information.</p> <p>Version 04/03/24 Information on this calendar is subject to change.</p>
MDC Main Library - Miami-Dade County Main Library, 101 West Flagler Street, Auditorium, Miami, FL 33130	7	8	9 Care & Treatment Committee 10:00 AM to 1:00 PM at Care Resource, 3rd Floor Exec. Conf. Room	10 Strategic Planning Committee 10:00 AM to 12:00 PM at BSR Corp.	
13 Miami-Dade HIV/AIDS Partnership 10:00 AM to 12:00 PM at MDC Main Library	14	15	16 Housing Committee 2:00 PM to 4:00 PM at Care Resource	17 Clinical Quality Management Committee 9:30 AM - 11:30 AM via Teams	
20 Community Coalition Roundtable 5:00 PM to 7:00 PM at Latinos Salud (Dinner at 4:30 PM)	21	22 Ryan White Program MCM Supervisor Training 10:00 AM- 4:00 PM via Microsoft Teams	23	24 Medical Care Subcommittee 9:30 AM to 11:30 PM at BSR Corp.	
27 Memorial Day (BSR Offices Closed)	28	29 Executive Committee <i>To meet as needed</i> RWP Medical Case Manager Basic Training 10:00 AM to 4:00 PM via Teams	30 Prevention Committee 10:00 AM to 12:00 PM at MDC Main Library	31	



Strategic Planning Committee

Friday, April 12, 2024

10:00 AM – 12:00 PM

Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240
Coral Gables, FL 33134

AGENDA

- | | | |
|-------|--|-----------------------|
| I. | Call to Order | Angela Machado |
| II. | Introductions | All |
| III. | Meeting Housekeeping | Angela Machado |
| IV. | Floor Open to the Public | Angela Machado |
| V. | Review/Approve Agenda | All |
| VI. | Review/Approve Minutes of March 8, 2023 | All |
| VII. | Reports | Angela Machado |
| | ▪ Membership | |
| | ▪ Partnership Report to Committees | |
| VIII. | Standing Business | All |
| | ▪ Assessment of the Recipient Administrative Mechanism (AAM) | |
| | - Response from HRSA re Request on Surveys and Reporting | |
| | - 2024 Action Plan Review | |
| | - 2024 Draft Surveys Review | |
| | ▪ Updates to 2024 Schedule of Meetings and Agenda Topics | |
| IX. | New Business | All |
| | ▪ 2023 Annual Report Draft | |
| X. | Announcements and Open Discussion | All |
| XI. | Next Meeting: Friday, May 10, 2024 at BSR Corp. | Angela Machado |
| XII. | Adjournment | Angela Machado |

Please mute or turn off all cellular devices.

For more information about the Strategic Planning Committee, please contact Christina Bontempo,
(305) 445-1076 x106 or cbontempo@behavioralscience.com.

Follow Us: www.aidsnet.org | facebook.com/HIVPartnership | instagram.com/hiv_partnership



Assessment of the Ryan White Program Recipient Administrative Mechanism March 1, 2022 – February 28, 2023

*Approved by the Executive Committee
September 27, 2023*



Behavioral Science Research Corporation
2121 Ponce de Leon Boulevard,
Suite 240 Coral Gables, FL 33134
hiv-aidsinfo@behavioralscience.com



Prepared by Behavioral Science Research Corporation for the Miami-Dade County Office of Management and Budget-Grants Coordination and the Miami-Dade HIV/AIDS Partnership. This publication is supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) under the grant number H89HA00005, CFDA #93.914 – HIV Emergency Relief Project Grants, as part of a Fiscal Year 2023 award totaling \$27,558,848 as of March 29, 2023, with 0% financed with non-governmental sources. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement by, HRSA, HHS or the U.S. government.

INTRODUCTION

The Assessment of the Recipient Administrative Mechanism (AAM) is a Ryan White Part A/Minority AIDS Initiative (MAI) Program legislative requirement and responsibility of the local Ryan White Planning Council, the Miami-Dade HIV/AIDS Partnership (the Partnership). Aggregated responses are used to evaluate the performance of the Eligible Metropolitan Area (EMA)'s Recipient, the Miami-Dade County Office of Management and Budget-Grants Coordination. Selected responses are included in the annual Ryan White Part A/MAI Program grant application and non-competing continuation reports. All data and reports are submitted to the Recipient without information that would identify any Partnership member or Part A/MAI subrecipient as the respondent.

The Partnership's Strategic Planning Committee reviewed this draft report at their September 8, 2023 meeting. The Recipient was also given the opportunity to further review and respond to survey results and comments following the meeting and prior to final review of the report. This provides a more thoughtful and comprehensive response to areas of concern identified from the survey results. Those responses were incorporated into the final version of this report.

Results of the surveys will provide data on Recipient performance for the annual Ryan White Program non-competing continuation reports, will guide improvements in planning council administration, and will guide the Recipient in enhancements in administrative functions.

For questions or clarification, please contact Behavioral Science Research Corp.: Robert Ladner, rladner@behavioralscience.com, or Christina Bontempo, cbontempo@behavioralscience.com.

Special thanks to all those who made this report possible: Strategic Planning Committee Members for survey design and review of this report; Miami-Dade HIV/AIDS Partnership Members and Miami-Dade County Ryan White Program Part A/MAI Subrecipients for survey responses; and the Recipient for review and feedback.

METHODOLOGY

Two versions of the AAM surveys have been developed and refined over the history of this activity. One survey is administered to Partnership members; and one survey is administered to subrecipients. The surveys were drafted by Behavioral Science Research Corp (BSR), with input from the Strategic Planning Committee. They were formatted in Survey Monkey, and distributed variously as a URL, QR code, or paper copy. Both versions were self-administered, and programmed so that if a respondent was unable to complete the survey in one sitting, the respondent could pause in taking the survey, save the partially completed survey, and return to it later. Both surveys allowed respondents to make comments on each question and to make general comments unrelated to specific questions at the end of the survey.

The Partnership survey was distributed at the May 15, 2023 general meeting, and was available online via URL or QR code. Instructions were emailed to each subrecipient. All respondents were given more than two weeks to complete the survey. Subrecipients who were also serving as Partnership members were instructed to complete both the Subrecipient and the Partnership surveys.

The Partnership member survey:

1. Evaluated how well the Recipient responds to the funding priorities and directives set by the Partnership;
2. Evaluated whether the Recipient disburses Part A and Minority AIDS Initiative (MAI) funds to Ryan White Program service providers (subrecipients) in a timely manner consistent with Partnership recommendations;
3. Evaluated the overall performance of the Recipient and the administrative subrecipient; and
4. Allowed for open-ended comments and suggestions.

Subrecipient surveys were emailed directly to one or more representatives at each subrecipient organization. Their version allowed for more than one respondent from the subrecipient organization to answer, if appropriate, and record his/her name(s) as co-respondents.

The subrecipient survey:

1. Evaluated whether the Recipient disburses Part A and Minority AIDS Initiative (MAI) funds to Ryan White Program service providers (subrecipients) in a timely manner, consistent with Partnership recommendations;
2. Evaluated how the Recipient manages contracts with Ryan White Program Part A/MAI subrecipients;
3. Evaluated the overall performance of the Recipient and the administrative/clinical quality management subrecipient;
4. Evaluated the Groupware Technologies, LLC (GTL) Provide[®] Enterprise Miami (PE Miami) data management system; and
5. Allowed for open-ended comments and suggestions.

COMPARATIVE ANALYSIS OF AAM RESULTS, 2018-2021 AND 2023

Behavioral Science Research Corp. (BSR) staff historically has provided the Recipient and the Partnership a five-year longitudinal analysis of the AAM results to identify ongoing challenges, if any, and to document progress made toward improving the administrative agent's functions. This report contains data from the 2018, 2019, 2020, 2021, and 2023 AAM surveys. In 2022 (for FY 2021-2022 administrative functions), no survey was distributed because the Strategic Planning Committee, the Partnership, and the Recipient were solely focused on development of the 2022-2026 Integrated HIV Prevention and Care Plan, and on meeting the Plan submission deadline.

Surveys from 2018-2020 evaluated the responses of 13 subrecipients, the total number of contracted subrecipients at that time. Surveys in 2021 and 2023 evaluated the responses of 16 subrecipients, the total number of contracted subrecipients at that time. Note that Care Resource reported both for Care Resource and Food for Life Network. All results are reported by percentages, separated by reporting year.

Partnership response has varied year to year based on the number of active members on the roster. In 2023, 19 active Partnership members completed the survey. All results are reported by percentages, separated by reporting year.

Survey questions related to the COVID-19 response were dropped from this year's surveys and those questions are no longer being tracked.

PARTNERSHIP MEMBER SURVEY RESULTS

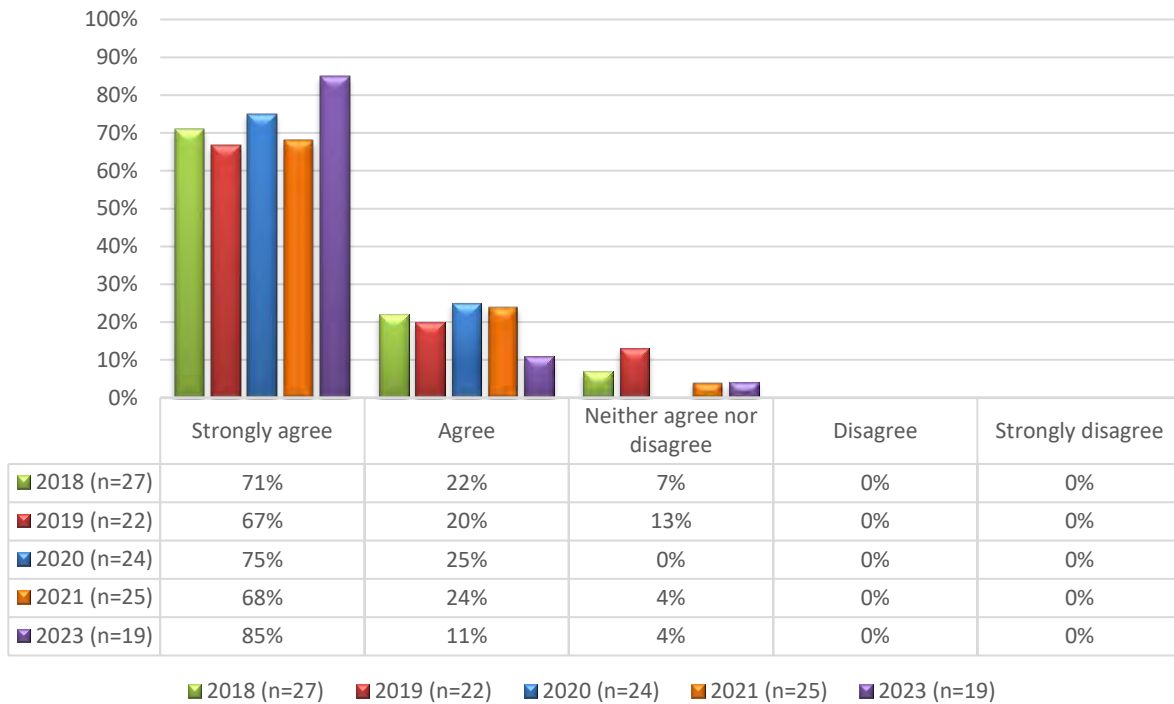
Partnership General Comments for 2023

- Great job.
- Very happy to be part of the Partnership.
- Overall very good performance.
- We need to find solution to mental health stigma.
 - *Recipient response:* The Recipient appreciates the feedback and agrees we need work together as a community to find solutions to the issue of mental health stigma.

Partnership General Notes

- Reference to the Miami-Dade County Office of Management and Budget-Grants Coordination was updated to “the Recipient.” Previous versions used the reference, “the County.”
- The optional general comments field was updated to read, “Additional comments/suggestions regarding the Recipient, BSR, and/or other matters.” Previous versions read, “Additional comments/suggestions.”

1. The Miami-Dade County Office of Management and Budget-Grants Coordination (“the Recipient”) kept the Partnership well informed of policies, procedures, and updates from HRSA which impact the Ryan White Program.



Comments for 2023

- Well presented, maybe address areas of low utilization and discuss solutions before sweeps.
 - *Recipient response:* The Recipient will try to provide more details and work with the Partnership to address this concern. Going forward, the monthly Top Line Summary Report will include category-specific issues regarding under- and over-utilization to highlight challenges, open discussion for solutions, and better inform decisions about Sweeps. Under-utilization in some services are likely a result of the Ryan White Part A Program funds being used as the payor of last resort; that will also be noted on the Top Line Summary Report.

- Recipient provides monthly reports and handouts as appropriate.
 - *Recipient response:* The Recipient appreciates the comment.

Reference Report for Statements 2-6

MAI

RYAN WHITE PART A GRANT AWARD (Grant#: BURW3201)
EARMARK ALLOCATION AND EXPENDITURE RECONCILIATION SCHEDULE YR32
MINORITY AIDS INITIATIVE (MAI) FUNDING
Per Resolution #S: R-1162-21, R-246-20, R-247-20 & R-817-19

This report includes YTD paid reimbursements for FY 2022 MAI service months up to February 2023, as of 5/3/2023. This report reflects final reimbursement requests that were due by 4/7/2023; and have been paid. There are no pending MAI reimbursement requests. Miami-Dade County staff are still in the process of closing out FY 2022 and processing administrative charges. A final expenditure report will be forthcoming.

PROJECT #: BURW3201	AWARD AMOUNTS	ACTIVITIES	
Grant Award Amount MAI	1,089,480.00	MAI	FY 2022 Award
Grant Award Amount FY20 MAI	1,623,771.00	PY_MAI	2,713,251.00
Carryover Award FY21 MAI	1,212,670.00	MAI_CARRYOVER	
Total Award	\$ 3,925,921.00		

Priority Order

CONTRACT ALLOCATIONS

DIRECT SERVICES:		Allocations	
Core Medical Services			
AIDS Pharmaceutical Assistance			
Health Insurance Services			
1 Medical Case Management		903,920.00	
3 Mental Health Therapy/Counseling		18,960.00	
Oral Health Care			
2 Outpatient/Ambulatory Health Svcs		1,356,661.00	
4 Substance Abuse - Outpatient		8,058.00	2,287,599.00
Support Services			
7 Emergency Financial Assistance		0.00	
Food Bank			
5 Medical Transportation		7,628.00	
Other Professional Services			
6 Outreach Services		39,816.00	
Substance Abuse - Residential			47,444.00
DIRECT SERVICES TOTAL:		\$ 2,335,043.00	

Total Core Allocation: 2,287,599.00
 Target at least 80% core service allocation: 1,868,034.40
 Current Difference (Short) / Over: \$ 419,564.60

Recipient Admin. (OMB-GC): \$ 271,325.00
 Quality Management: \$ 106,883.00

(*) Unobligated Funds / (-) Over Obligated:
 Unobligated Funds (MAI): \$ -
 Unobligated Funds (Carry Over): \$ 1,212,670.00

CURRENT CONTRACT EXPENDITURES

DIRECT SERVICES:		Expenditures	Carryover
Core Medical Services			
5606970000	AIDS Pharmaceutical Assistance		
5606920000	Health Insurance Services		
5606870000	Medical Case Management	616,313.20	
5606860000	Mental Health Therapy/Counseling	1,067.50	
5606900000	Oral Health Care		
5606610000	Outpatient/Ambulatory Health Svcs	660,366.80	
5606910000	Substance Abuse - Outpatient	570.00	1,278,257.50
Support Services			
5606940000	Emergency Financial Assistance	0.00	
5606980000	Food Bank		
5606460000	Medical Transportation	5,847.59	
5606880000	Other Professional Services		
5606950000	Outreach Services	36,498.00	
5606930000	Substance Abuse - Residential		42,145.59
TOTAL EXPENDITURES DIRECT SVCS & %:		\$ 1,320,403.09	56.55%

TOTAL EXPENDITURES DIRECT SVCS & %: \$ 1,320,403.09 56.55%

5606710000 Recipient Administration: 138,968.04
 5606880000 Quality Management: 106,883.00 245,851.04

Grant Unexpended Balance: FY 2022 Award 1,146,996.87 Carryover 1,212,670.00 2,359,666.87

Total Grant Expenditures & % (Including C/O): \$ 1,566,284.13 39.90%

Core medical % against Total Direct Service Allocation (Not including C/O): 97.97% Within Limit

Quality Management % of Total Award (Not including C/O): 3.94% Within Limit

OMB-GC Administrative % of Total Award (Cannot include C/O): 10.00% Within Limit

Core medical % against Total Direct Service Expenditures (Not including C/O): 96.81% Within Limit

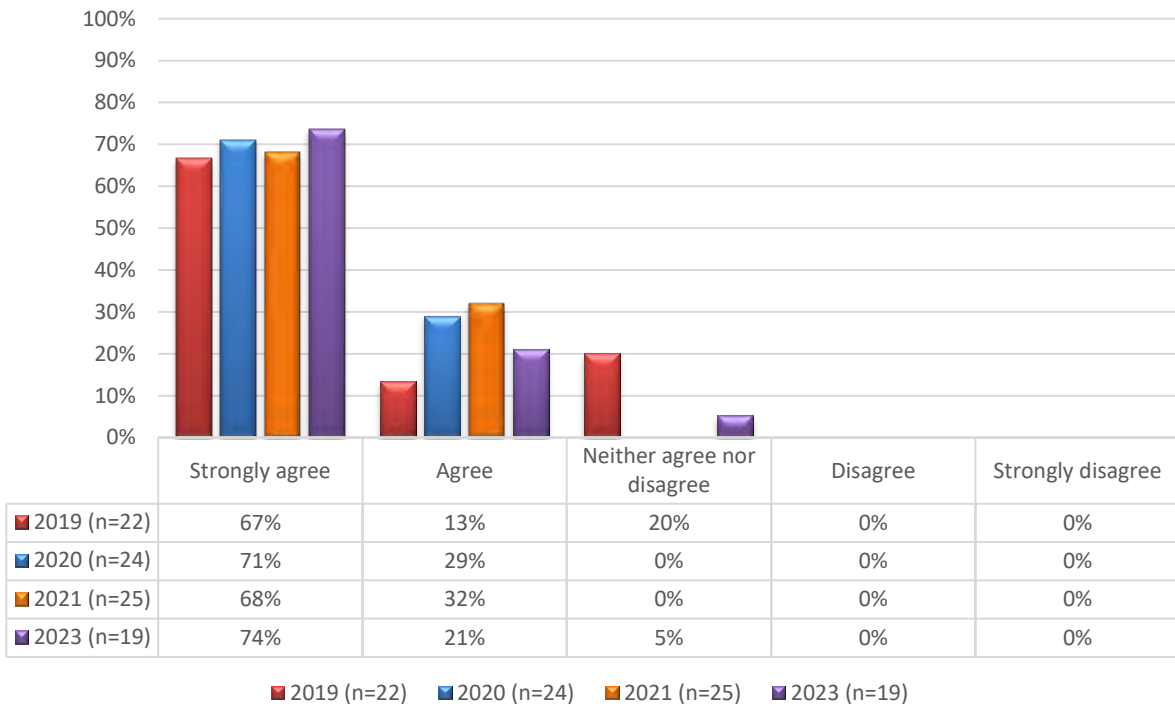
Quality Management % of Total Award (Not including C/O): 3.94% Within Limit

OMB-GC Administrative % of Total Award (Cannot include C/O): 5.12% Within Limit

Printed on: 5/3/2023

Page 2

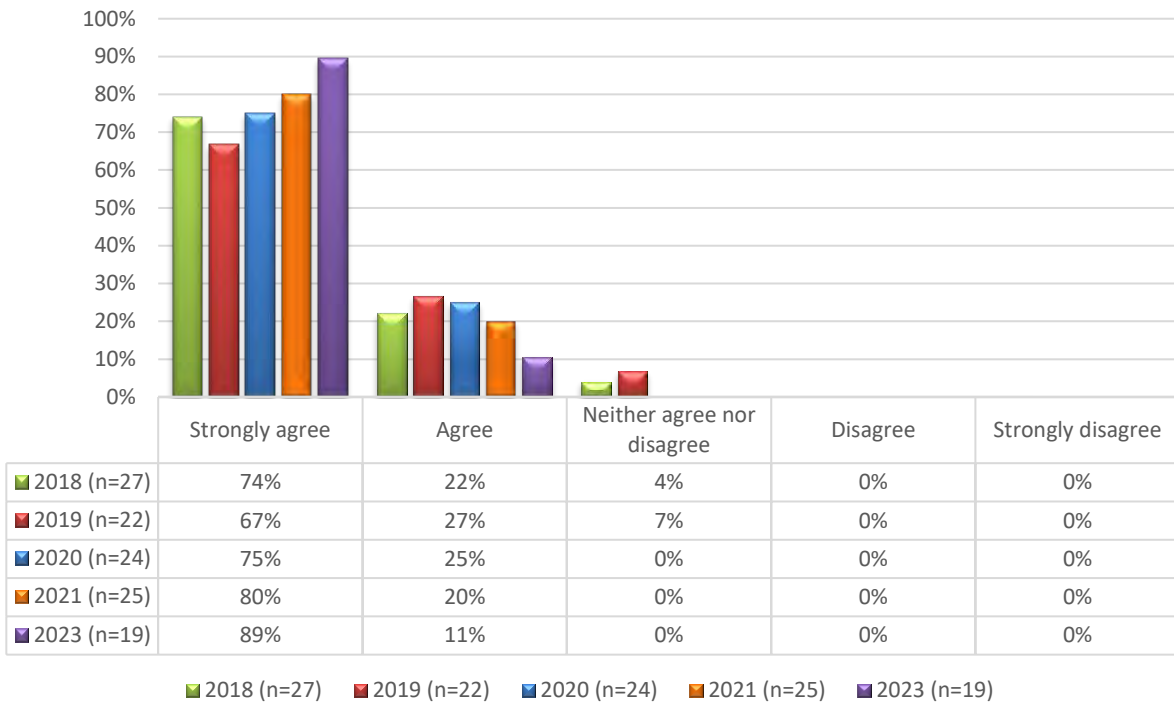
2. I understand the information presented on the Recipient’s Ryan White Program Part A/Minority AIDS Initiative (MAI) expenditure reports. (See Reports, above).



Comments for 2023

- Would be interesting to see challenges.
 - *Recipient response:* Going forward, the Top Line Summary Report will include category-specific issues regarding under- and over-utilization to highlight challenges, open discussion for solutions, and better inform decisions about Sweeps.
- Questions are appropriately responded to.
 - *Recipient response:* The Recipient appreciates the comment.

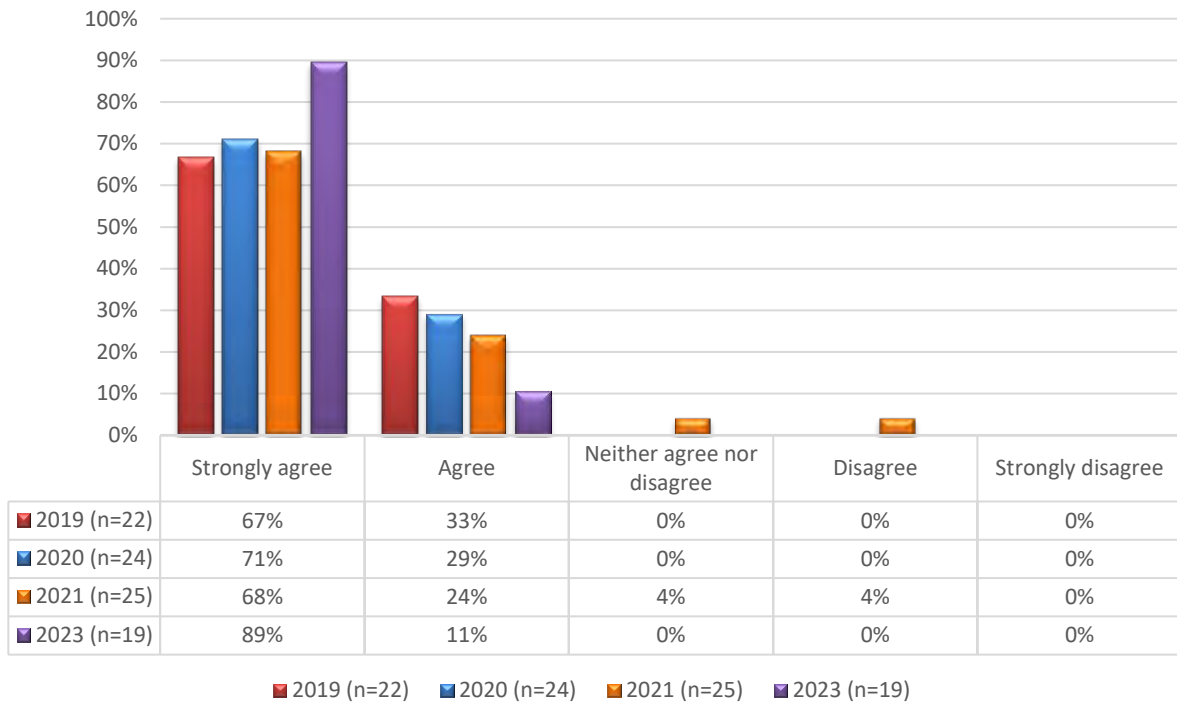
3. The Recipient followed the Partnership’s recommendations for service priorities and resource allocations. (See Reports, above).



Comments for 2023

- Well organized.
 - *Recipient response:* The Recipient appreciates the comment.

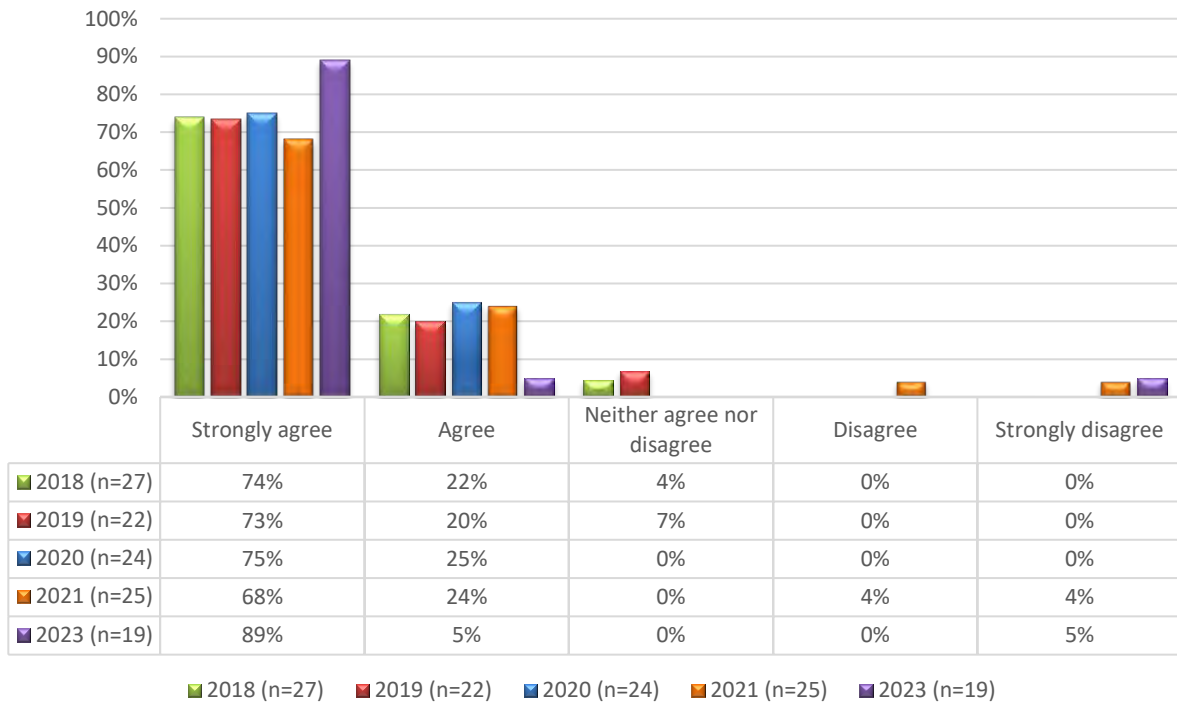
4. The Recipient effectively administered Part A/MAI funds according to priorities set by the Partnership. (See Reports, above).



Comments for 2023

- Works with the Partnership and provide[s] guidance and suggestions that truly meet the needs of the organization.
 - *Recipient response:* The Recipient appreciates the comment.

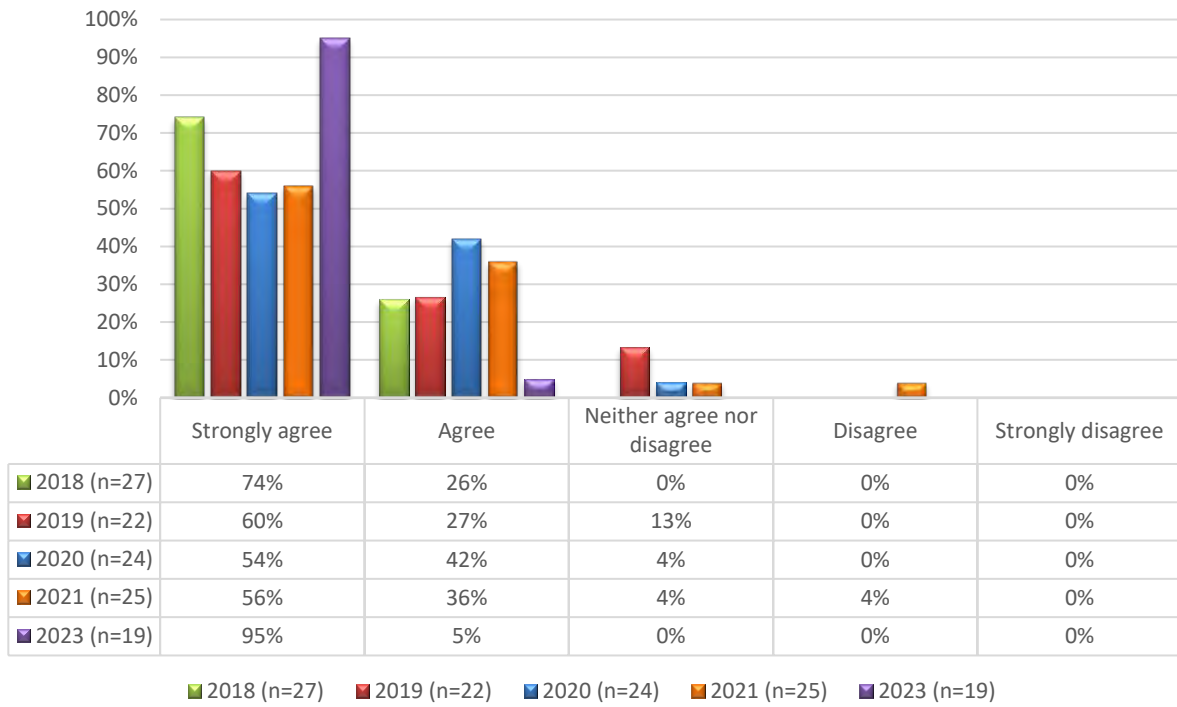
5. The Recipient communicated clearly to the Partnership on expenditure changes related to the Part A/MAI sweeps/reallocation process. (See Reports, above).



Comment for 2023

- It would be better to track utilization of funds and discuss before sweeps are announced.
 - *Recipient response:* Going forward, the Top Line Summary Report will include category-specific issues regarding under- and over-utilization to highlight challenges, open discussion for solutions, and better inform decisions about Sweeps.

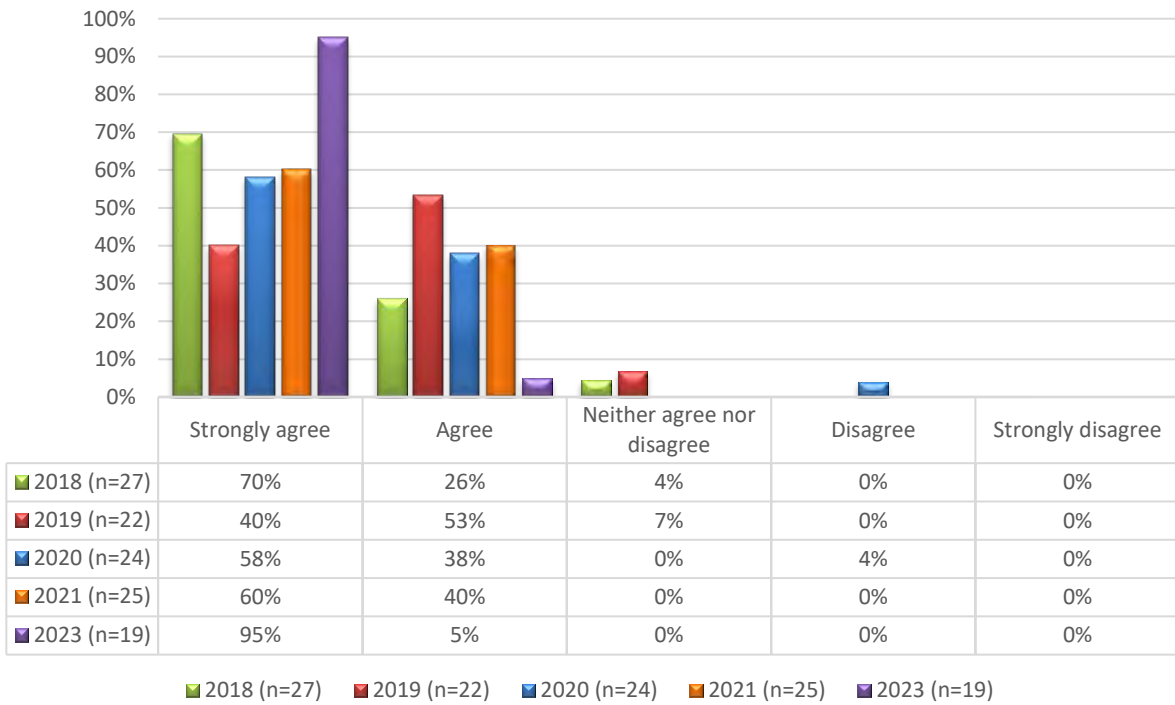
6. The Recipient responded to inquiries, requests, and problem-solving needs from the Partnership, including those related to the Partnership’s Needs Assessment in a timely manner.



Comment for 2023

- Provide language and guidance to engage everyone.
 - *Recipient response:* Meeting “housekeeping” invites participants to ask for clarification on any terminology that is confusing; however, due to the fast pace of meetings, this is not always possible or attendees may not feel comfortable asking. Table-toppers with commonly used terminology and acronyms will be created by BSR staff for meeting attendees to have a handy reference; and the Recipient will work with the Partnership and Staff Support Services team at BSR to develop additional ways to engage attendees and reduce complexities.

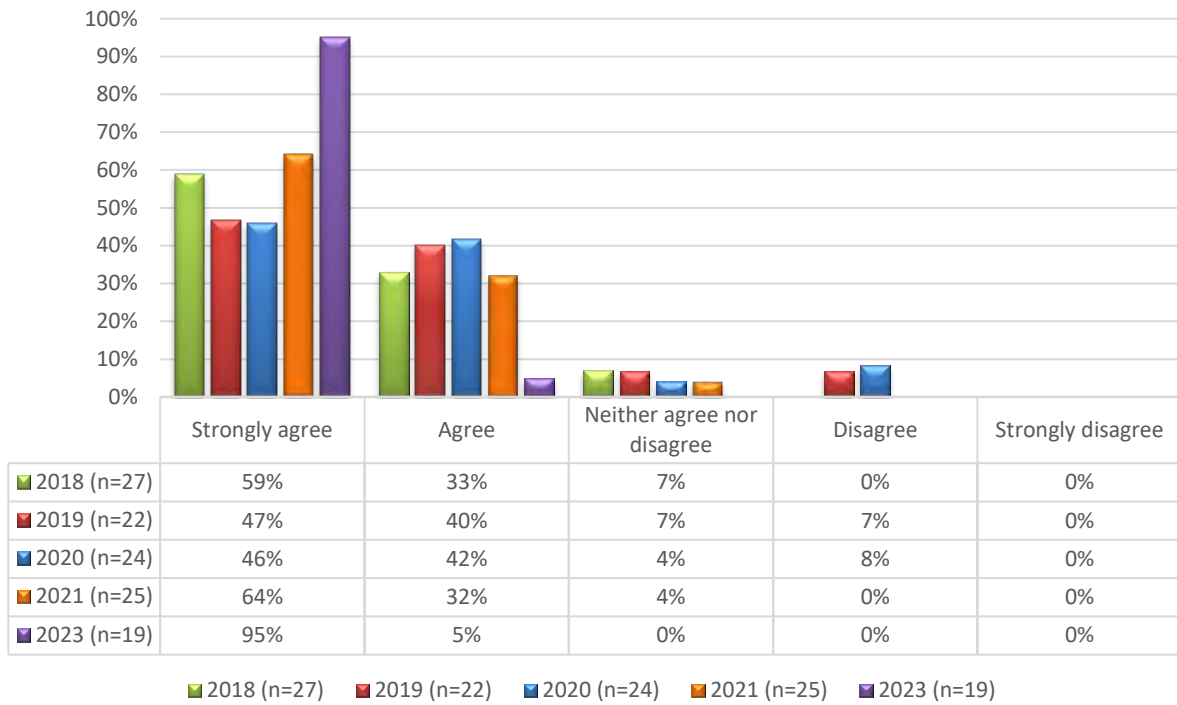
7. Based on Needs Assessment data, HIV/AIDS services funded by Part A/MAI were directed toward the demographic population(s) of greatest need.



Comment for 2023

- Detailed and well guided and oriented to the needs of the community and avoids overlap of funding.
 - *Recipient response:* The Recipient appreciates the comment.

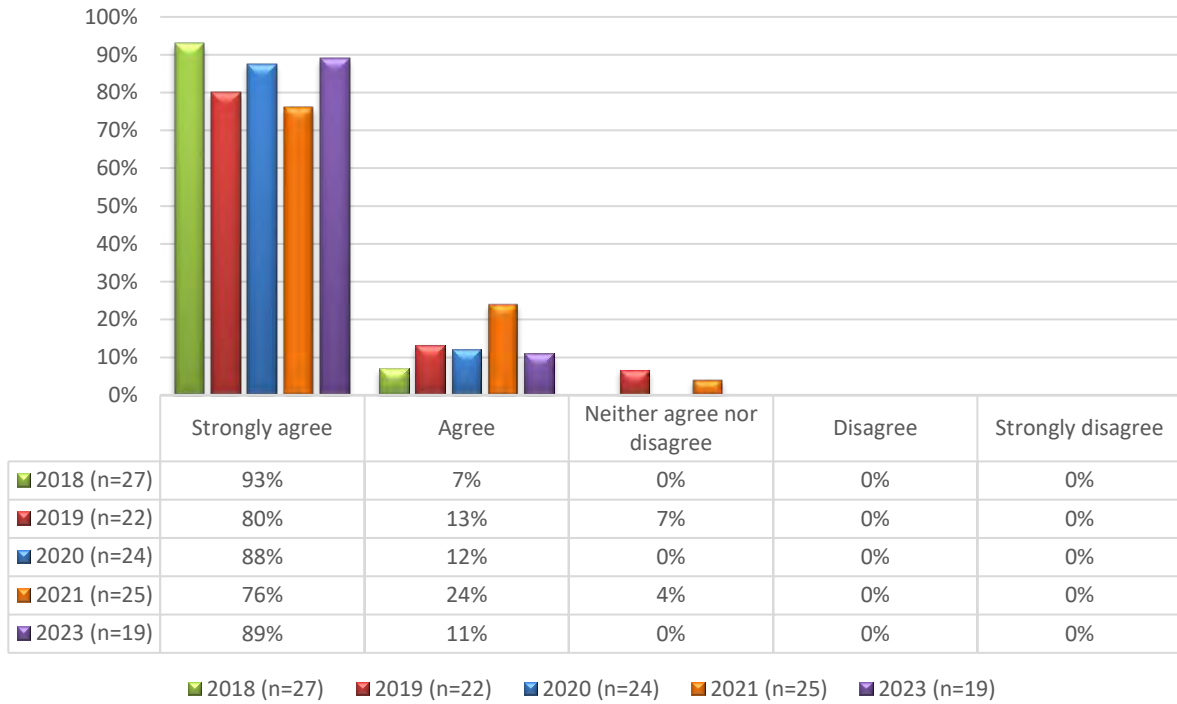
8. Based on Needs Assessment data, HIV/AIDS services funded by Part A/MAI were directed toward the geographic area(s) of greatest need.



Comment for 2023

- Organizations provide information about the projects to support and address MAI.
 - *Recipient response:* The Recipient appreciates the comment.

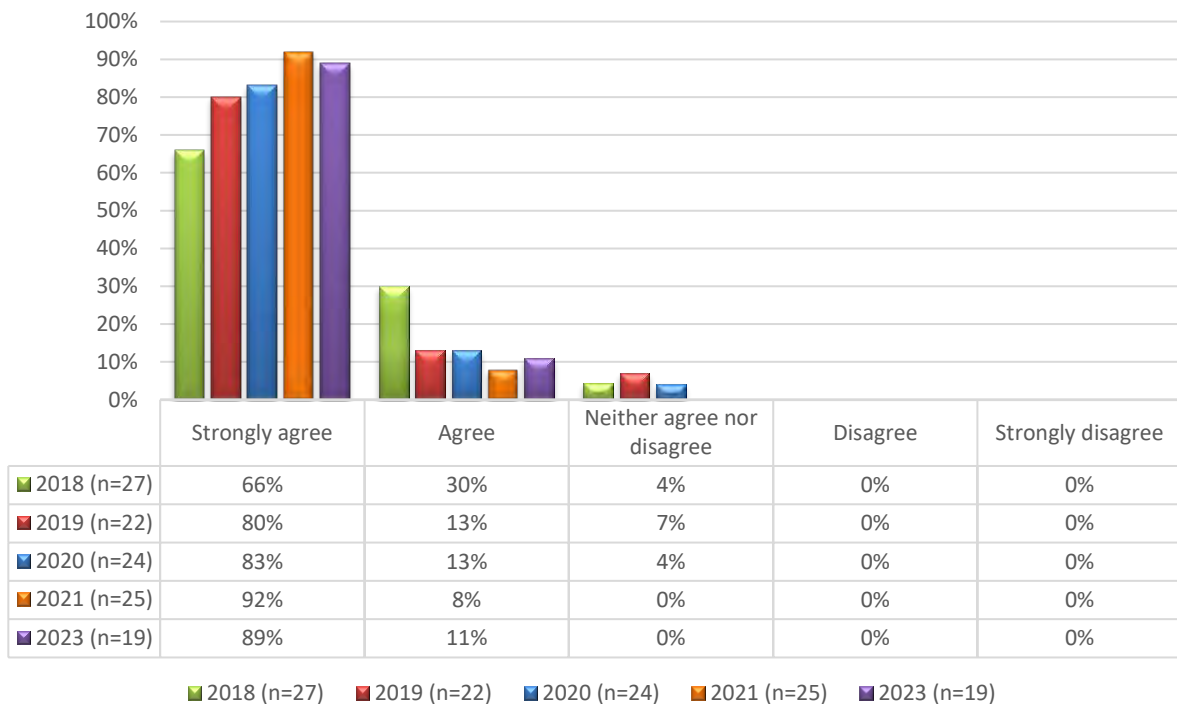
9. The Recipient's staff was courteous and respectful.



Comments for 2023

- Awesome staff!!
- Great staff and very professional always wanting to guide and support.
 - *Recipient response:* The Recipient appreciates the comments. Our team strives to deliver excellent services every day, with professionalism, courtesy, and respect for all.

10. Behavioral Science Research Corp. (BSR), the Recipient's HIV planning council staff support contractor, responded to inquiries, requests, and problem-solving needs from the Partnership.



Comments for 2023

- The staff are all great!!
- Great team and collaboration.
 - *Recipient response:* The Recipient and BSR staff appreciate the comments.

PART A/MAI SUBRECIPIENT SURVEY RESULTS

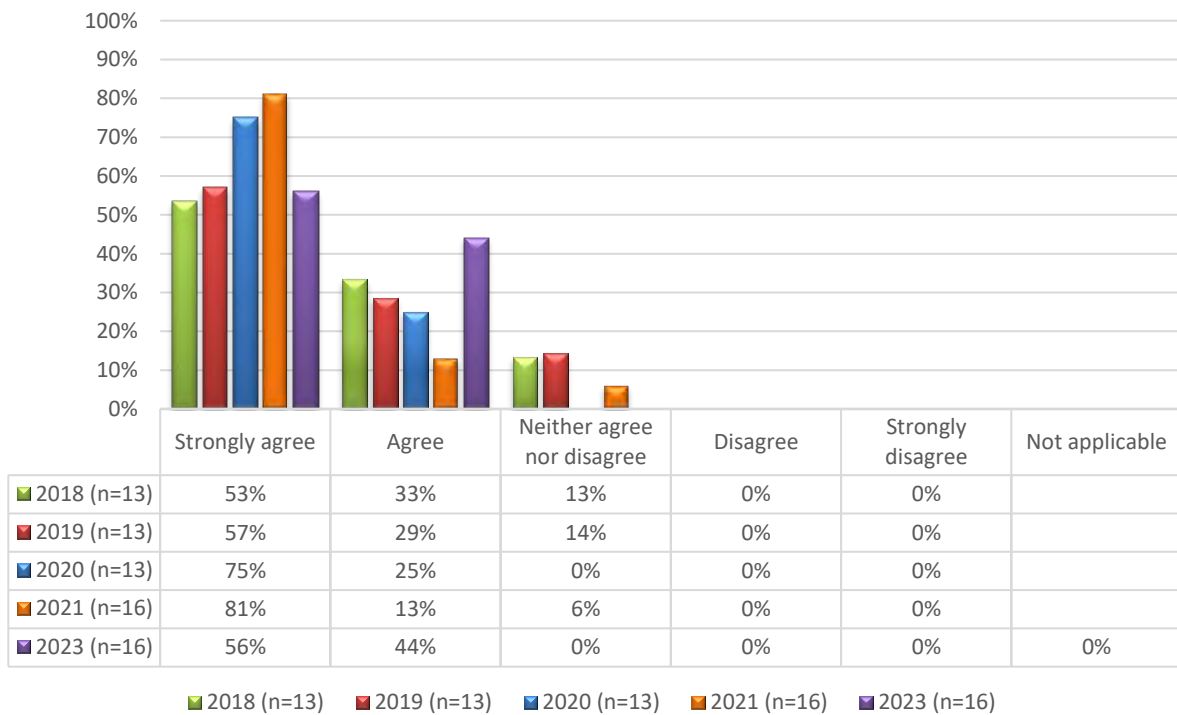
Subrecipient Survey General Comments for 2023

- We recognize the challenges and delays that occur across all parties [(GTL, BSR, PE Miami)] involved in the RW program. The most important piece is the communication behind the reason why, and [our organization] has developed wonderful relationships with each of the teams!
- Partners working effectively together for those in our communities we are serving.
- I love how informed the Recipient keeps our organization, I love receiving educational PowerPoints and webinars, keeping us up to date with changes and materials to better assist our patients and keep all medical staff informed and educated.
 - *Recipient response:* The Recipient appreciates the comments.
- I believe that [PE Miami] could be able to deliver better reports. It is cumbersome and difficult to navigate.
 - *Recipient response:* Recipient will explore the feasibility of assembling a review team – including the Recipient, BSR staff, medical case managers, contract managers and other database super users and end users – to evaluate existing views and reports in PE Miami, develop and enhance PE Miami training around using these views and reports, and encourage peer-to-peer training opportunities.

Subrecipient Survey General Notes

- Reference to the Miami-Dade County Office of Management and Budget-Grants Coordination was updated to “the Recipient.” Previous versions used the reference, “the County.”
- The optional general comments field was updated to read, “The Recipient provided our organization with a clear explanation of Ryan White Program reporting requirements (i.e., Ryan White HIV/AIDS Program Services Report (RSR), Annual Progress Report, client eligibility screening, etc.).”
- Beginning in 2023, the choice, “Not applicable” was included on all statements. Where the option was not included in previous years, the corresponding row or column is blank.
- *Data Management System:* Statements 21-24 relate to the data management system. Responses in 2018-2019 are related to ACMS, which was the data management system during those years. Responses in 2021 and 2023 are related to the PE Miami data management system. These statements were removed in 2020 while the ACMS data management system was in the process of being replaced by PE Miami.

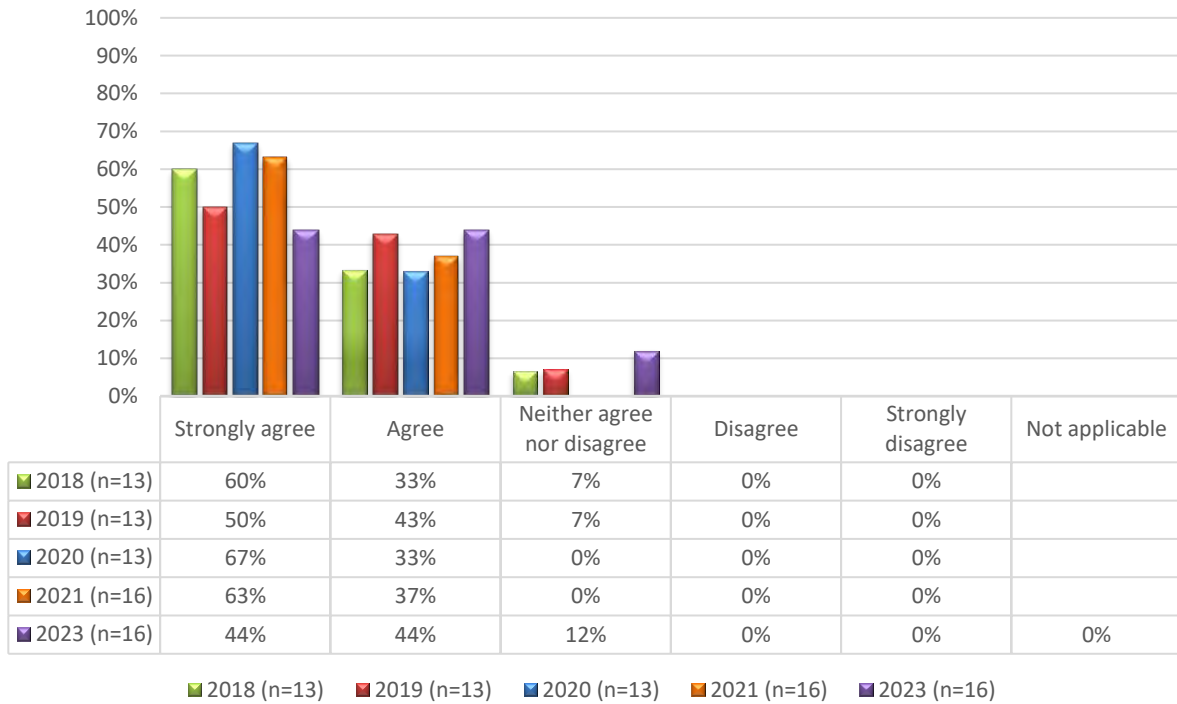
1. The Miami-Dade County Office of Management and Budget-Grants Coordination (“the Recipient”) conducted a fair contract negotiation process with our organization.



Comments for 2023

- OMB is open to recommendations from subrecipient.
- They allow [us] to work with the organization, re-evaluate funding and have open conversation.
 - *Recipient response:* The Recipient appreciates the comments.

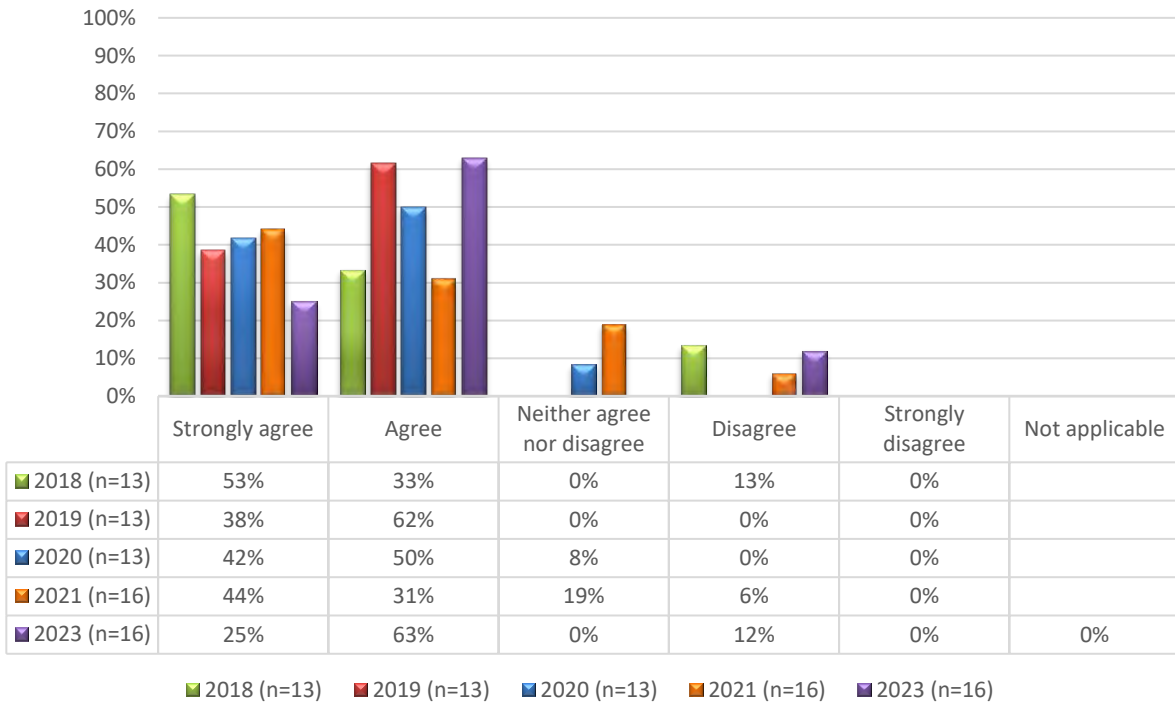
2. The Recipient sent award notifications/letters to our organization in a timely manner.



Comments for 2023

- We understand that at times, delays do occur but those are always communicated to providers as well as with a reason as to why, which we appreciate.
- Communications and updates are provided in timely manner.
- They send proper notifications and on time. They also send out reminders.
 - *Recipient response:* The Recipient appreciates the comments.

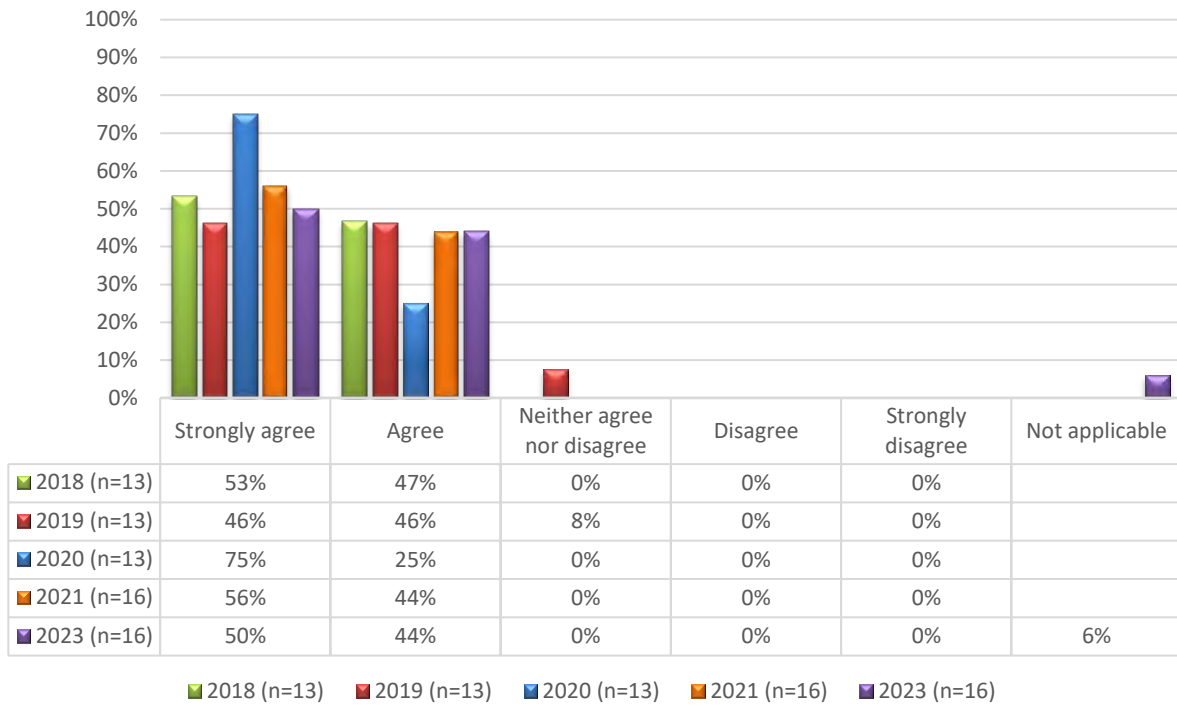
3. The Recipient executed our organization’s contract in a timely manner.



Comments for 2023

- The delays of the process and execution were communicated to providers.
- Communications and instructions are clear for contract executions.
- They work with the organization as a team.
 - *Recipient response:* The Recipient appreciates the comments.

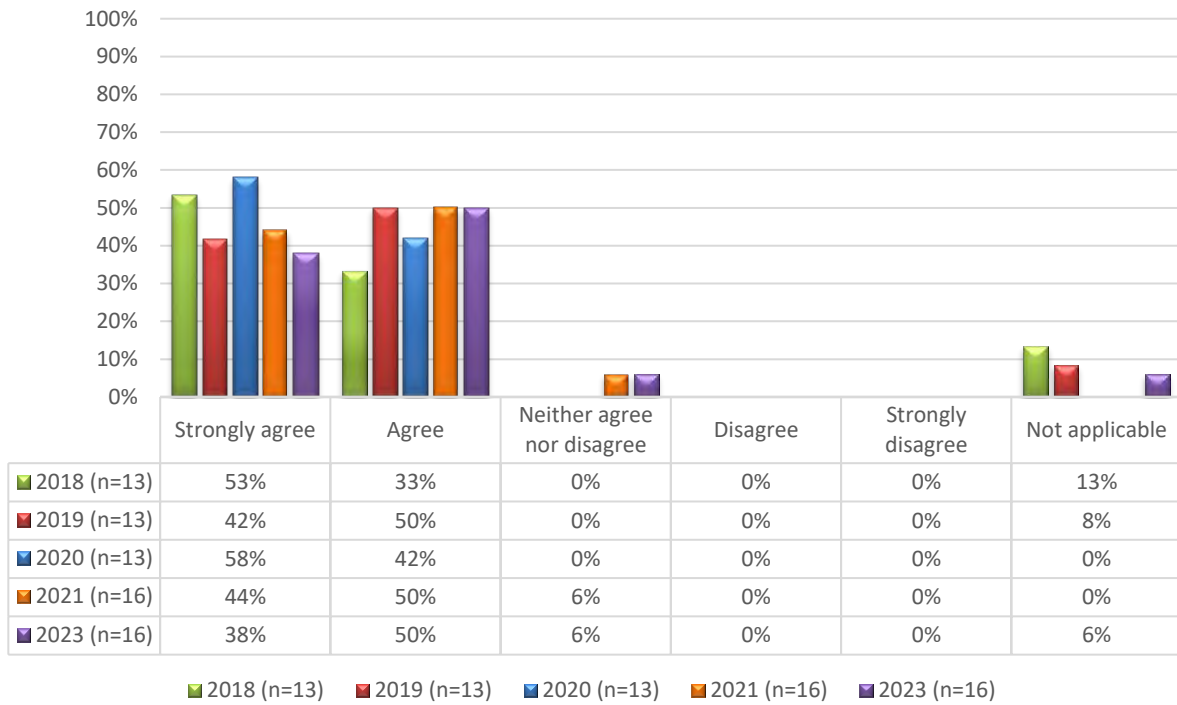
4. There were no significant differences between billed versus reimbursed amounts for our organization that were not discussed prior to any disallowance.



Comments for 2023

- Communications received are concise and reviews were in agreement.
- The only downside of billing is that [PE Miami] has challenges with certain tasks, but OMB is open to discuss and provide support to address any potential challenges.
 - *Recipient response:* The Recipient appreciates the comments.

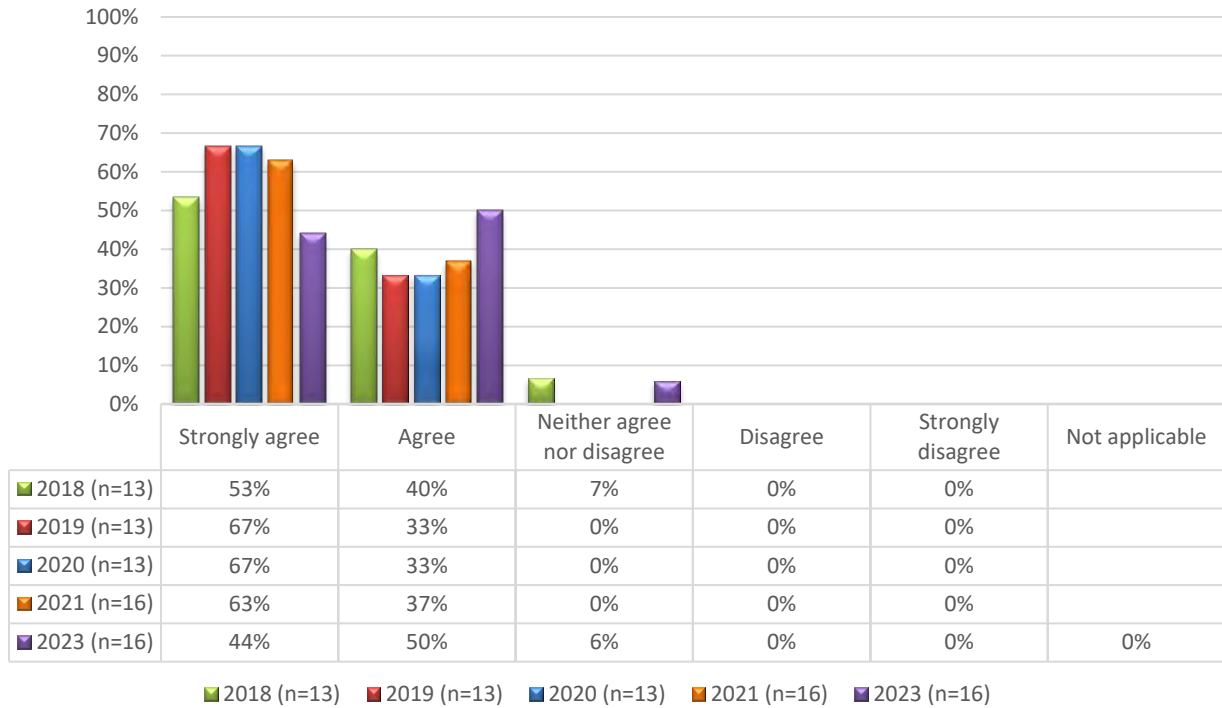
5. The Recipient contacted our organization to review utilization and expenditures that were not on target.



Comments for 2023

- Utilization reviews were regular and utilized for sweeps allocations.
- Support reviewing our targets.
 - *Recipient response:* The Recipient appreciates the comments.

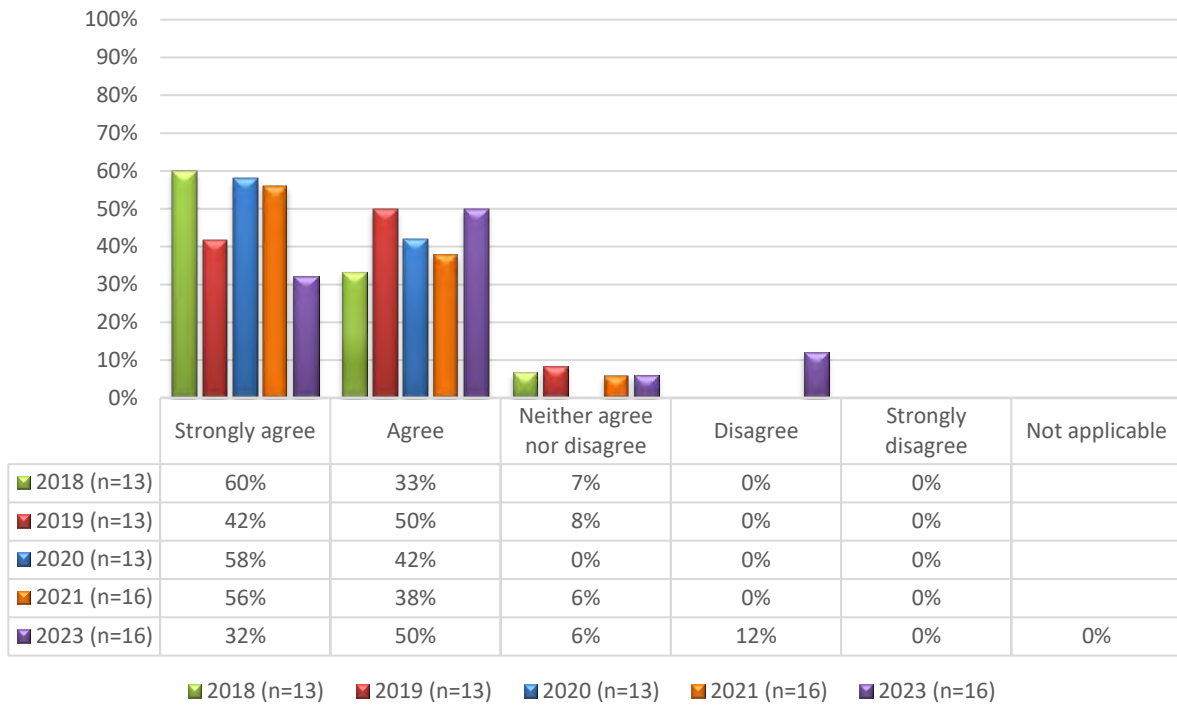
6. The Recipient reviewed our organization’s service utilization and reimbursement requests submissions in a timely manner.



Comments for 2023

- Reimbursement requests were timely without conflicts.
- They do so in a timely manner and have conversations about it.
 - *Recipient response:* The Recipient appreciates the comments.

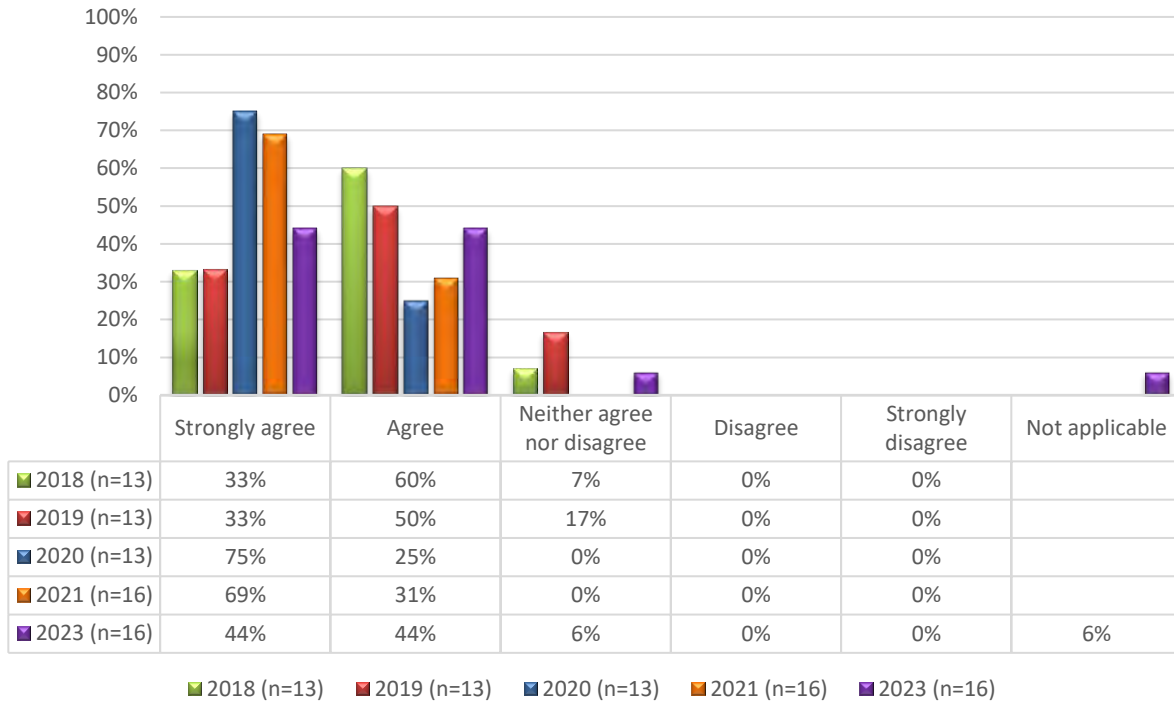
7. The Recipient provided payment to our organization within 30 days of submission of complete and accurate invoices.



Comments for 2023

- Payments were received within time frames.
 - *Recipient response:* The Recipient appreciates the comment.

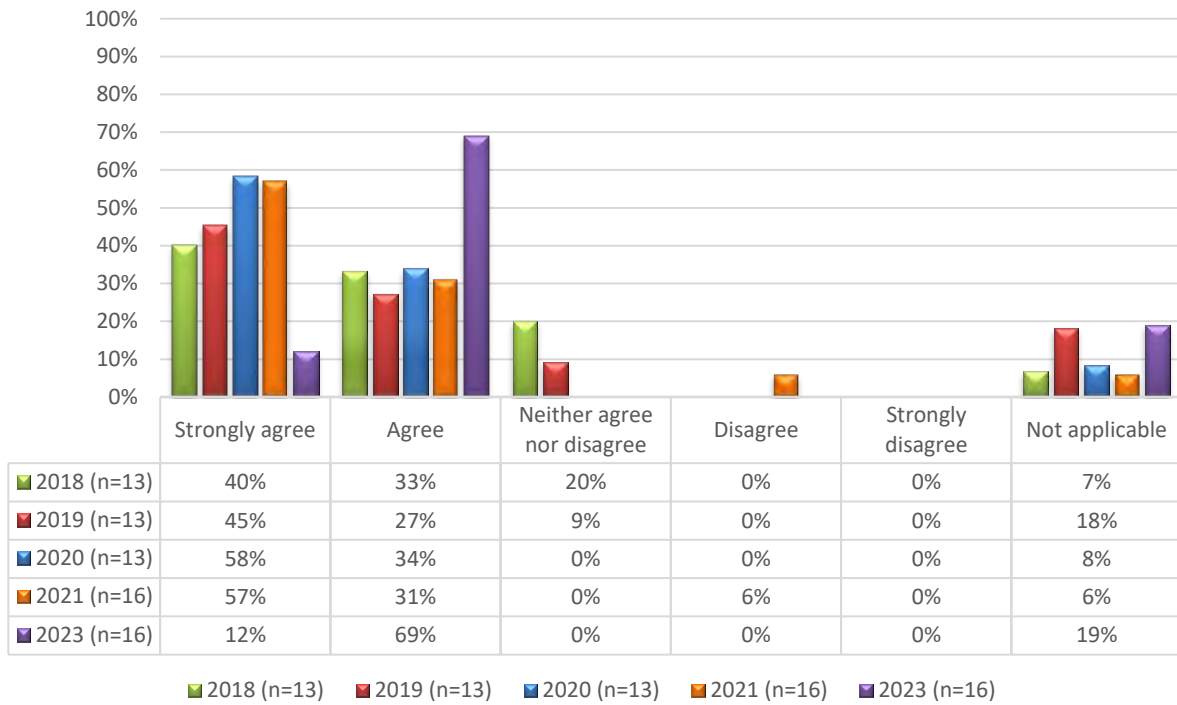
8. The Recipient clearly explained any holds or disallowances on reimbursement requests.



Comments for 2023

- Clear and detailed communications received for holds or disallowances.
- Emails are clear and also they are open to receiving calls to clarify.
 - *Recipient response:* The Recipient appreciates the comments.

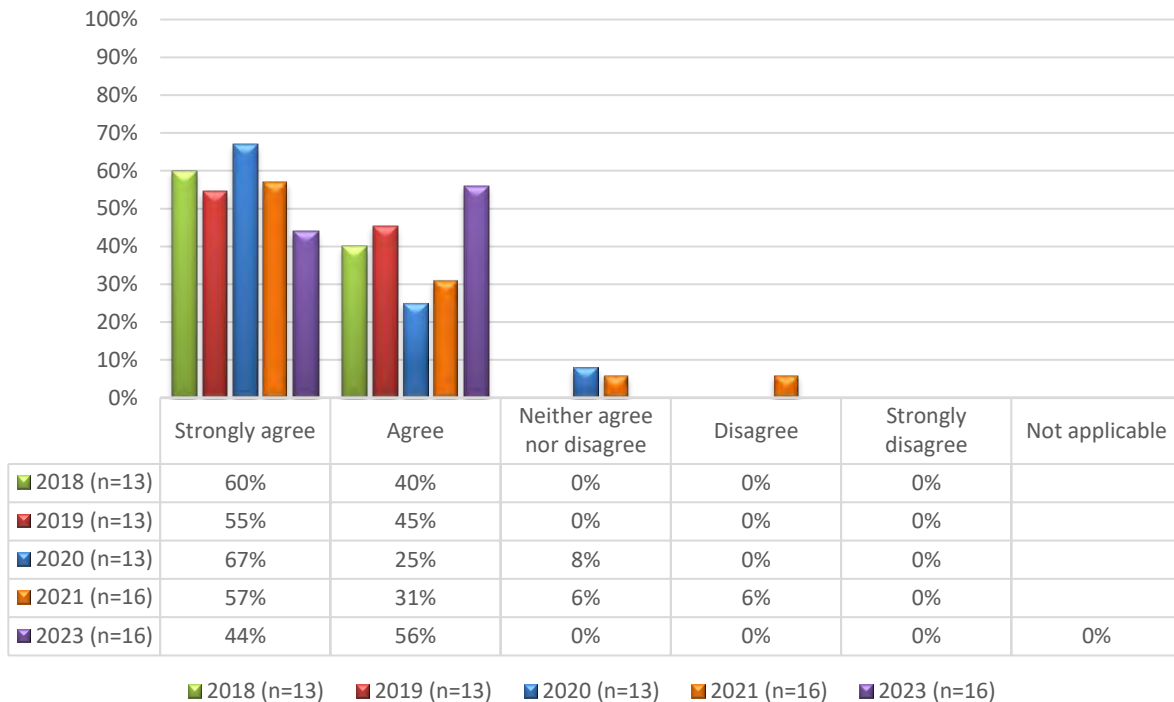
9. When/if our organization requested programmatic and/or fiscal technical assistance or training, it was provided in a timely manner.



Comments for 2023

- OMB is supportive of subrecipients technical assistance needs.
- They want to make sure that we fully understand how to provide services and manage its utilization
 - *Recipient response:* The Recipient appreciates the comments.

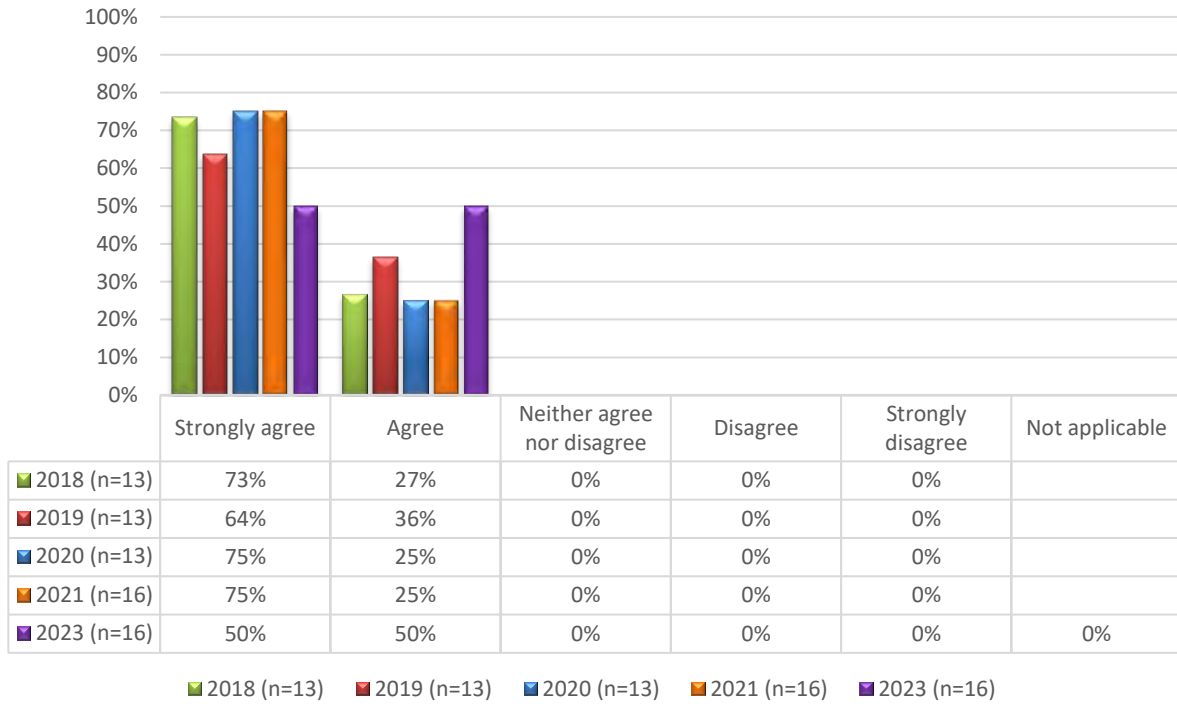
10. The Recipient provided our organization with a clear explanation of Ryan White Program reporting requirements (i.e., Ryan White HIV/AIDS Program Services Report (RSR), Annual Progress Report, client eligibility screening, etc.).



Comments for 2023

- OMB is supportive of subrecipients technical assistance needs.
- They want to make sure that we fully understand how to provide services and manage its utilization.
 - *Recipient response:* The Recipient appreciates the comments.

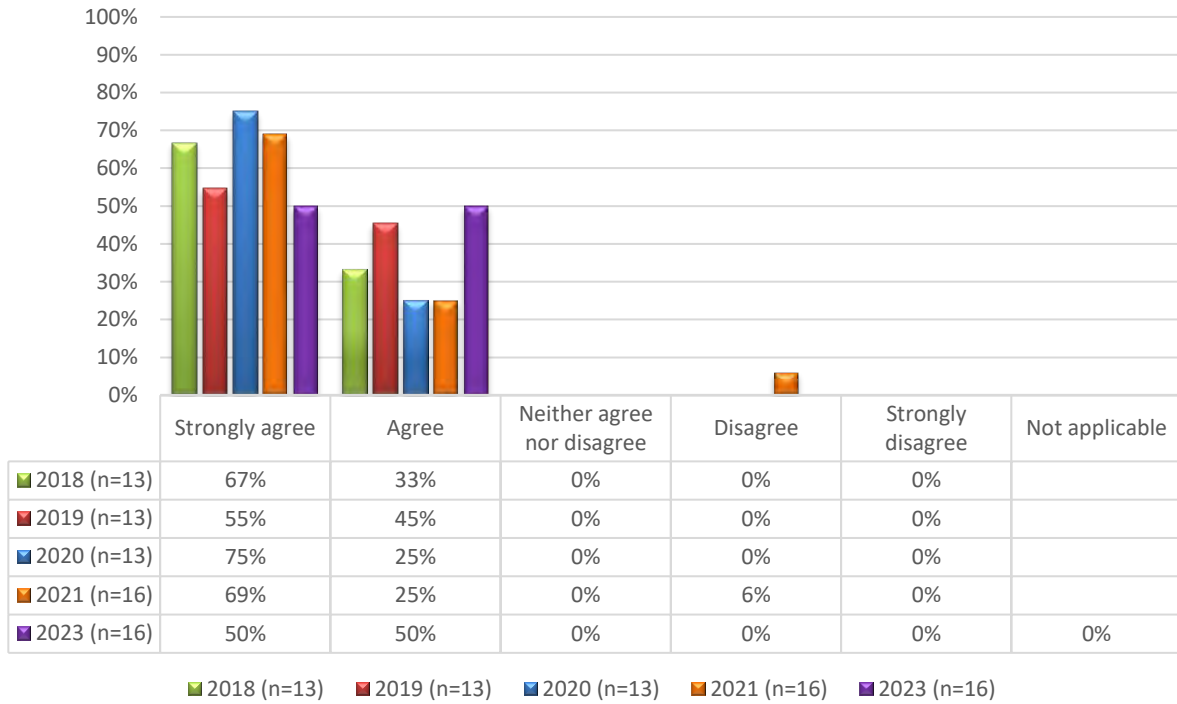
11. Communication between the Recipient and our organization has been timely.



Comments for 2023

- Communication responses are timely, if not the same day within 24 hours.
- They have an open door policy.
 - *Recipient response:* The Recipient appreciates the comments.

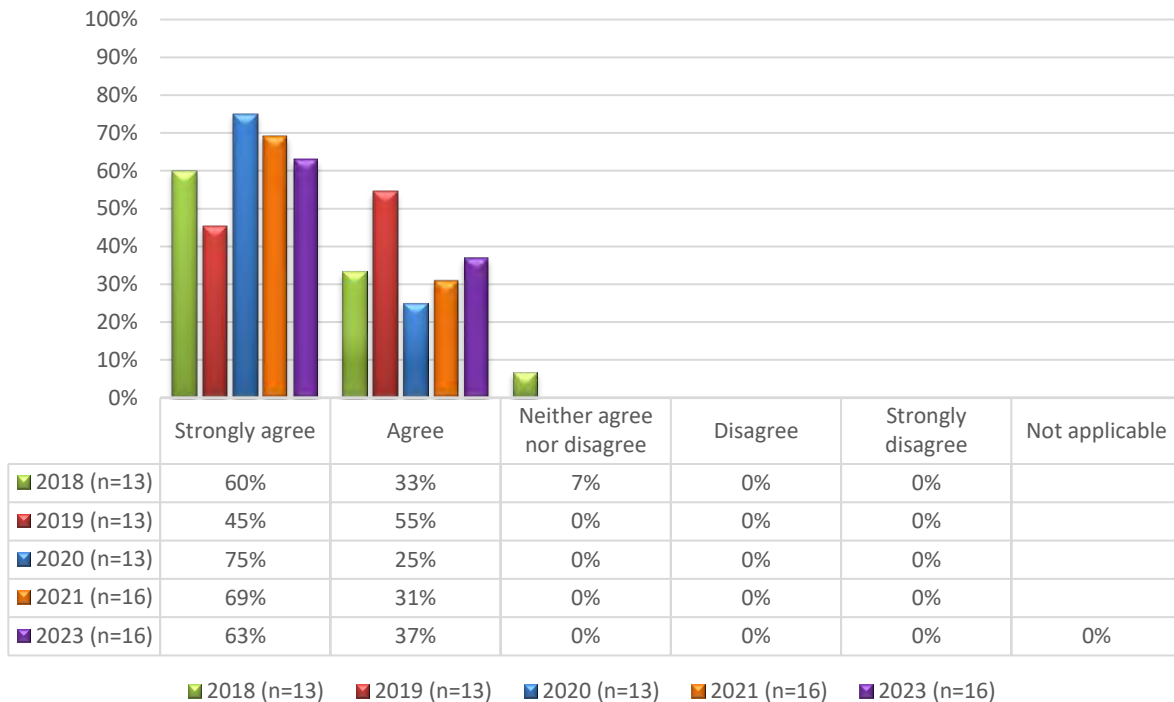
12. Communication between the Recipient and our organization has been effective.



Comments for 2023

- Open channel of communications between recipient and organization.
- After meetings or conversations we find ourselves improving.
 - *Recipient response:* The Recipient appreciates the comments.

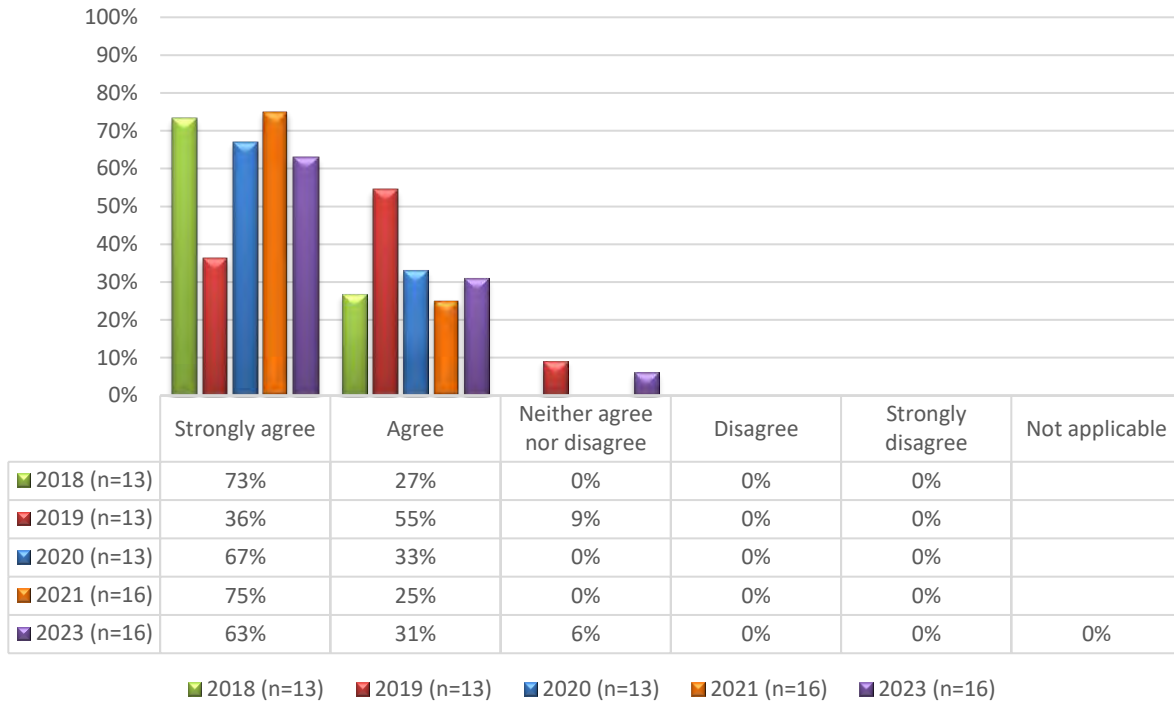
13. The Recipient informed our organization of reallocation processes (sweeps) and the requirements of a spending plan in order to adjust our organization’s budget during the contract year.



Comment for 2023

- Notification [of] sweeps allocations were timely without incident.
 - *Recipient response:* The Recipient appreciates the comment.

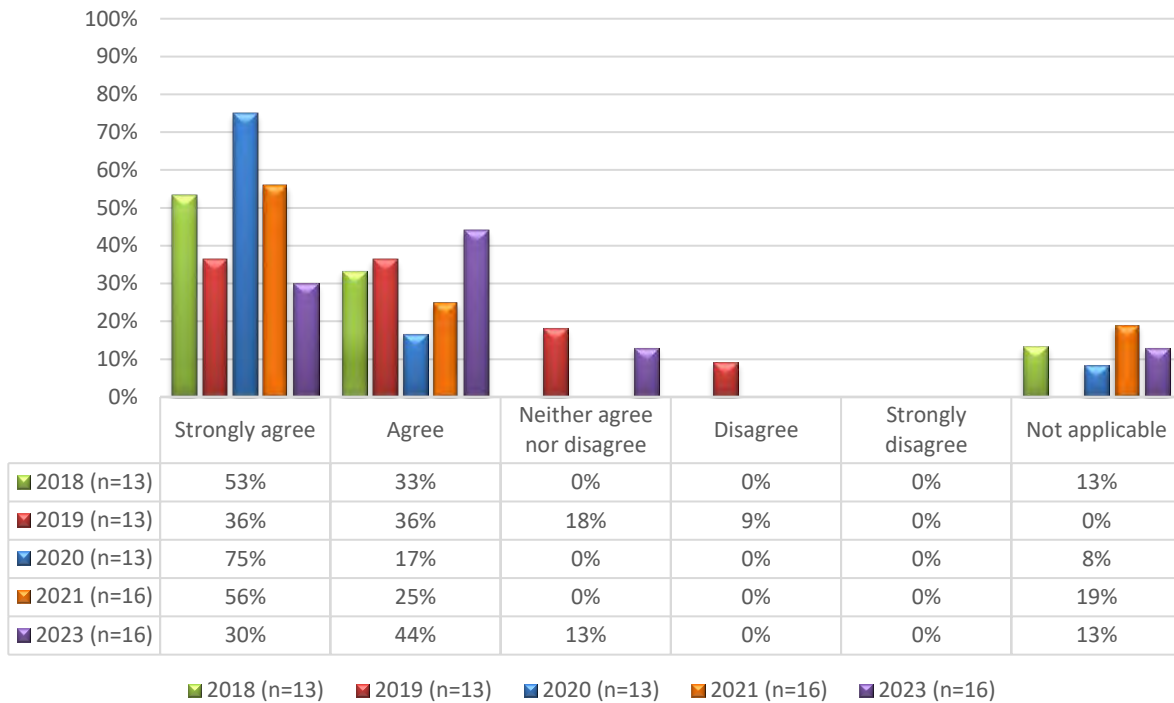
14. The Recipient kept our organization well informed of Miami-Dade HIV/AIDS Partnership decisions that impact Ryan White Program subrecipients (e.g., approval of or changes to service definitions, notice of Prescription Drug Formulary changes, updates to Allowable Medical Conditions, changes to billable services, etc.).



Comment for 2023

- Communications from Partnership updates/changes are received timely.
 - *Recipient response:* The Recipient appreciates the comment.

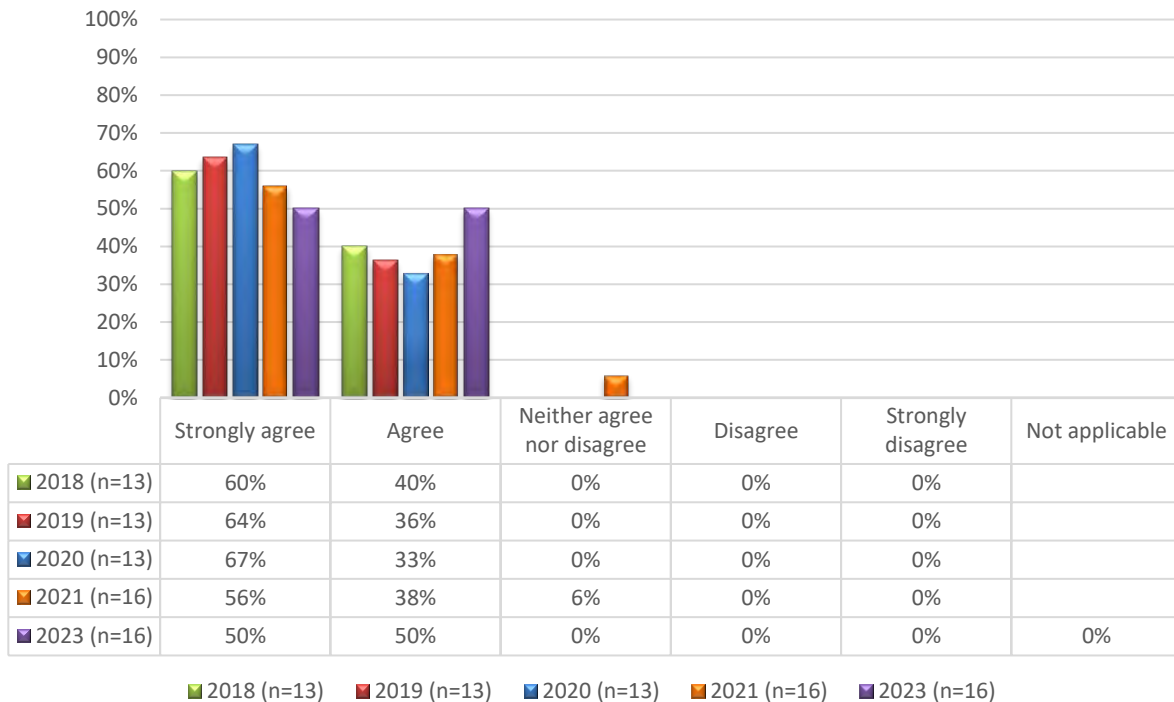
15. When contract non-compliance issues were raised, the Recipient provided adequate time for remediation specific to the issue.



Comments for 2023

- Recipient supports organization timelines for corrective action plans submission.
- Always provide adequate time to remediate and if extensions are needed they work with each organization on a case by case [basis].
 - *Recipient response:* The Recipient appreciates the comments.

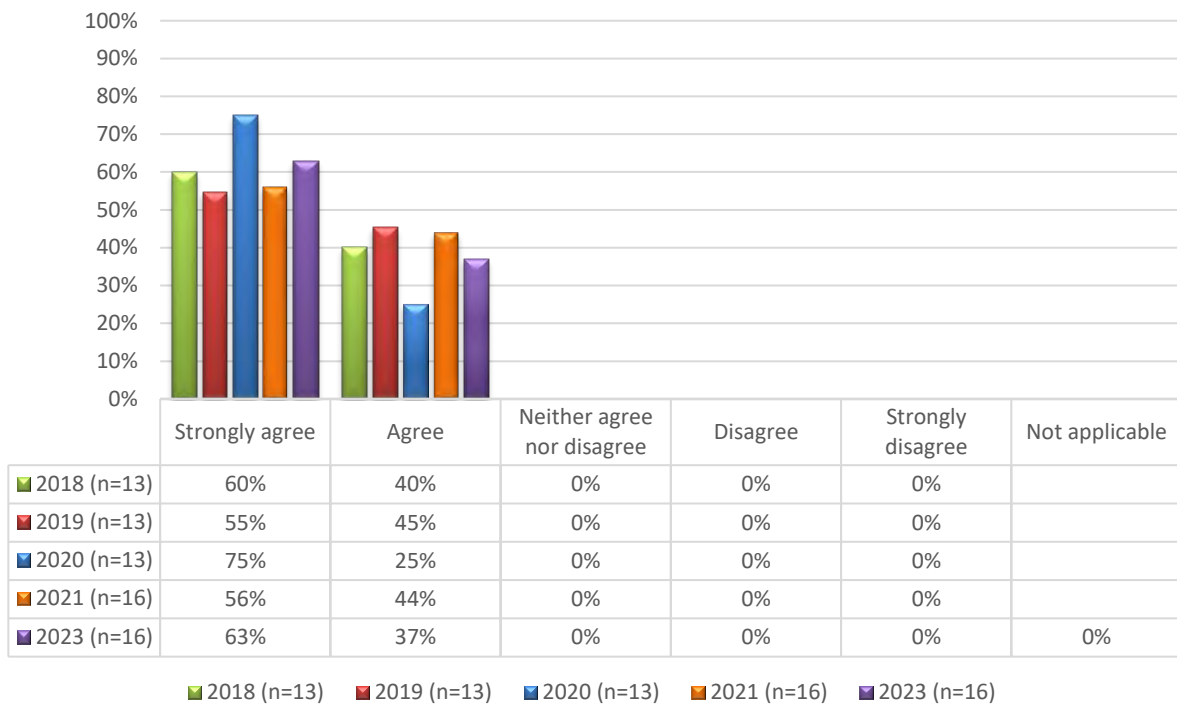
16. In response to our requests, the Recipient provided guidance and clarification to our organization for any program-related document, reporting requirement, or other requested items, in a timely manner.



Comments for 2023

- Recipient is supportive of organization requests with quick turnaround.
- They work to ensure that we comprehend what is being requested to properly deliver the information.
 - *Recipient response:* The Recipient appreciates the comments.

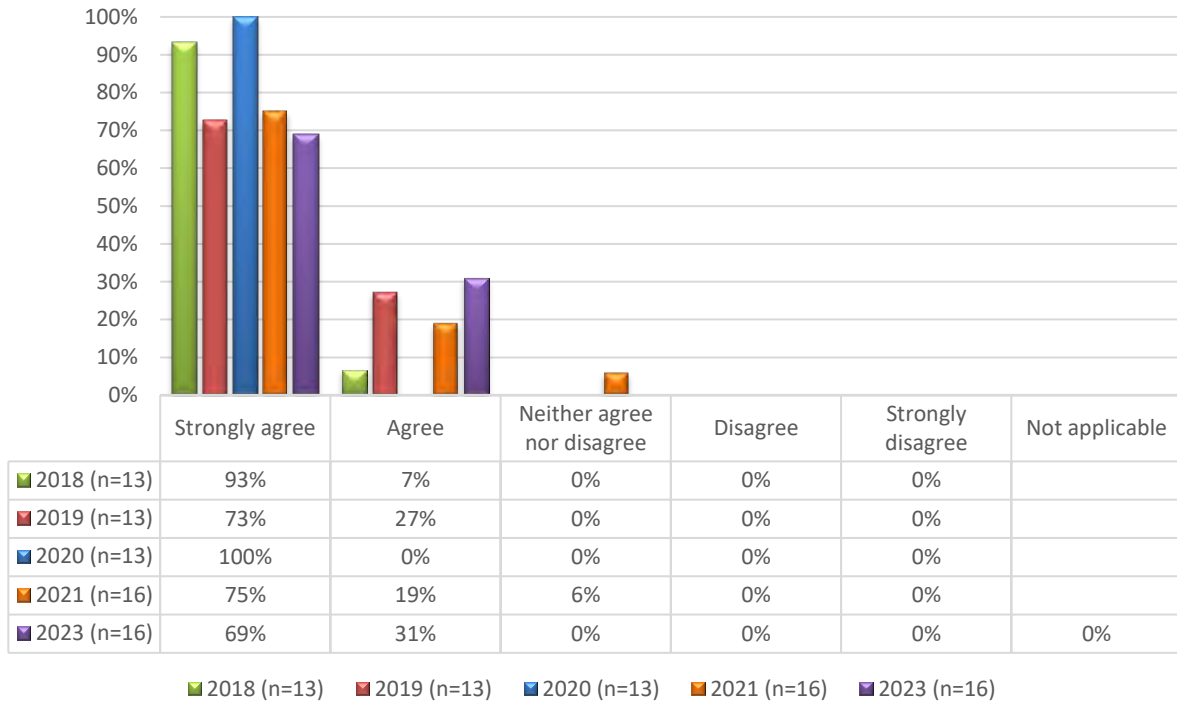
17. The Recipient responded adequately to inquiries, requests, and problem-solving needs from our organization.



Comments for 2023

- Recipient provided clear advisement/guidelines to organization requests.
 - *Recipient response:* The Recipient appreciates the comment.

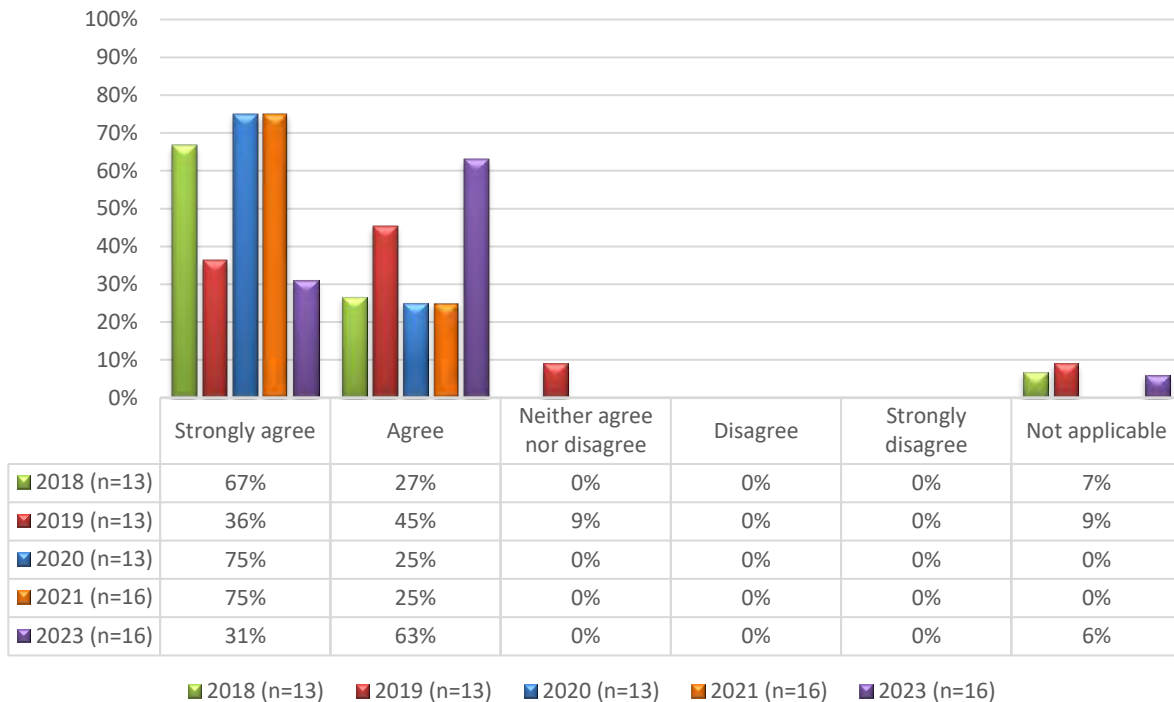
18. The Recipient's staff was courteous and respectful.



Comments for 2023

- The OMB team has been a pleasure to work with and are very responsive to our requests.
- Recipient staff are supportive in providing guidance.
- Knowledgeable, courteous and very professional.
 - *Recipient response:* The Recipient appreciates the comments. Our team strives to deliver excellent services every day, with professionalism, courtesy, and respect for all.

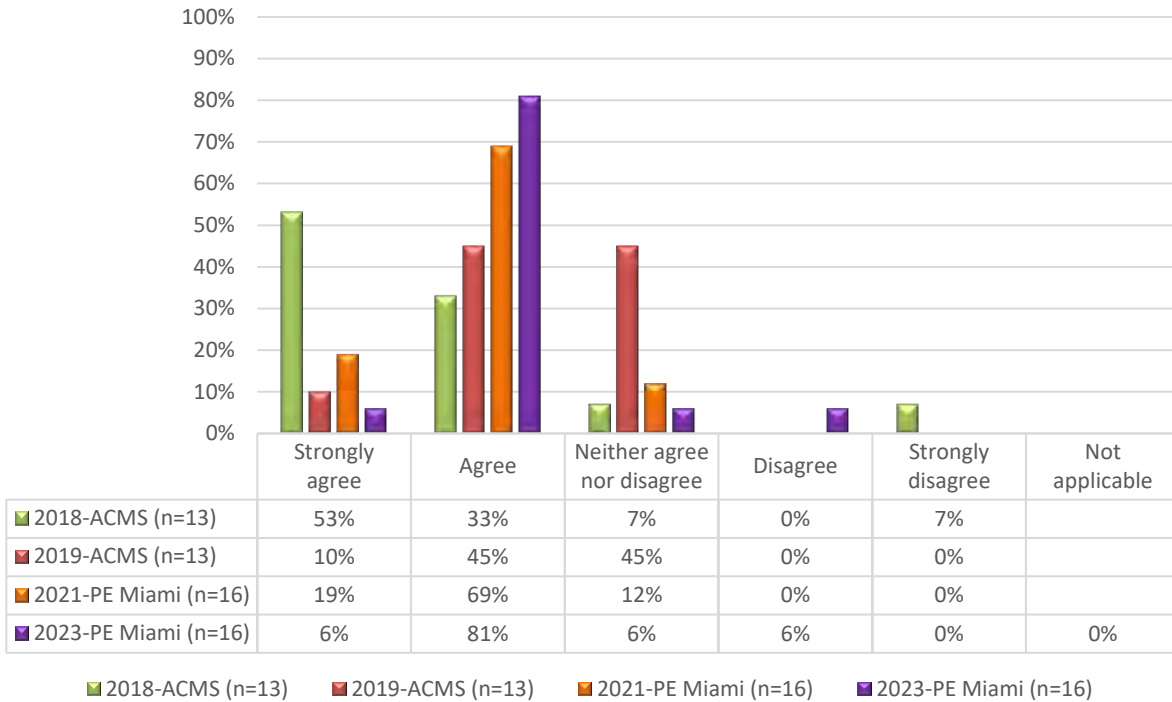
19. Behavioral Science Research Corp. (BSR), the Recipient’s Ryan White Program Clinical Quality Management contractor, responded adequately to inquiries, requests, and problem-solving from our organization.



Comments for 2023

- BSR provides feedback and guidance to organizations requests, including data reporting.
- Always glad to help and support.
 - *Recipient response:* The Recipient and BSR staff appreciate the comments.

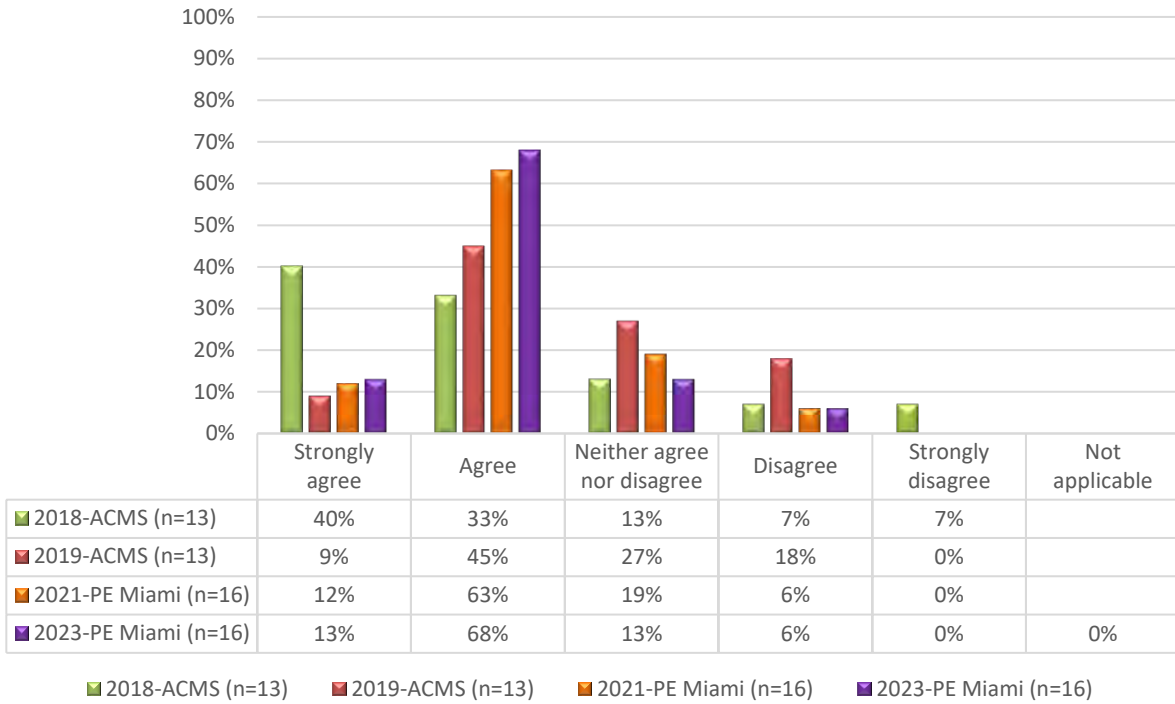
20. The Provide® Enterprise Miami (PE Miami) client database system is reliable.



Comments for 2023

- One of the best systems we use.
- [PE Miami] is reliable and supports internal reporting requirements.
- It is a good system.
 - *Recipient response:* The Recipient appreciates the comments.
- [PE Miami] database is slow. Some ADAP and ACA insurance enrollments do not update.
 - *Recipient response:* The Recipient will explore the feasibility of assembling a review team – including the Recipient, BSR staff, medical case managers, contract managers and other database super users and end users – to evaluate reports, develop and enhance PE Miami training, and support peer-to-peer training.

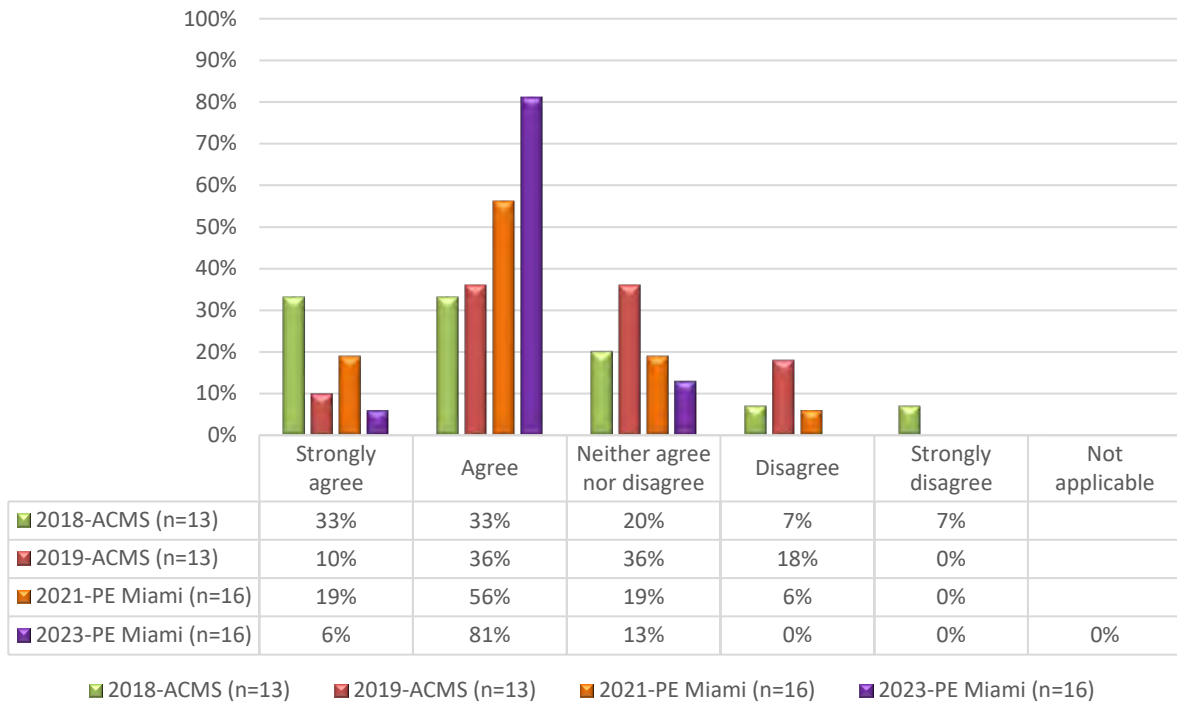
21. The PE Miami client database system is easy to use.



Note

No comments received.

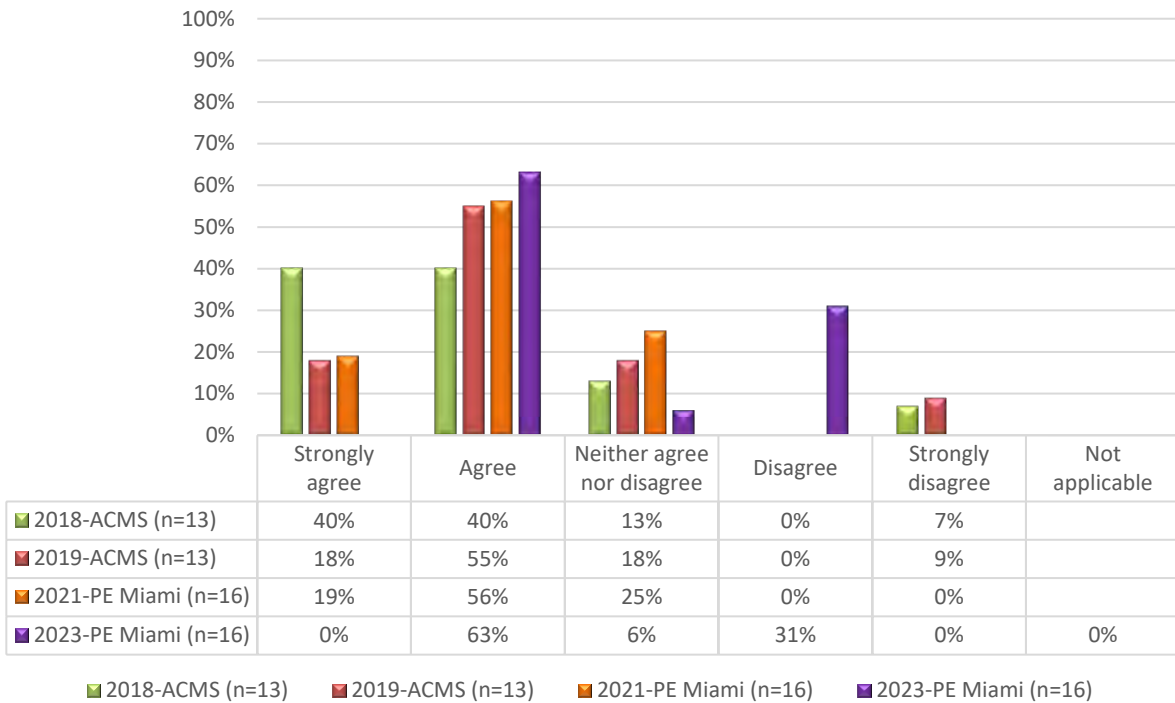
22. The PE Miami client database system generates organization-specific data in an efficient and user-friendly manner.



Note

No comments received.

23. The PE Miami client database system vendor, Groupware Technologies, responds promptly and adequately to inquiries, data requests, and system trouble-shooting.



Note

- The Recipient will share these results with GTL and work on improving the response time for inquiries and Help Desk tickets.