

**Community Coalition Roundtable  
Latinos Salud  
640 NE 124<sup>th</sup> Street, Miami FL 33161**

**May 20, 2024 Minutes**

Approved June 24, 2024

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

All documents referenced in these minutes are on file and were accessible to members and the public prior to (and during) the roundtable, at [www.aidsnet.org/the-partnership#roundtable1](http://www.aidsnet.org/the-partnership#roundtable1).

**I. Call to Order**

Community Coalition Roundtable Chair, Lamar McMullen, called the meeting to order at 5:02 p.m.

**II. Introductions**

Mr. McMullen asked for introductions and led attendees through an ice-breaker exercise on where they would like to visit this summer.

- **Recognition of Meeting Host**

Mr. McMullen recognized Latinos Salud as tonight’s meeting host.

**III. Housekeeping**

Staff reviewed the *Meeting Housekeeping* PowerPoint, which included general reminders, code of conduct, meeting participation best practices, and resource persons. Alecia Tramel McIntyre read the “Language Matters,” reminders.

- **Review of Today’s Handouts**

Mr. McMullen identified materials in the meeting packets for reference throughout the meeting.

**IV. Floor Open to the Public**

Mr. McMullen 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 relevant to agenda items, so the floor was closed.

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

Members reviewed the agenda and approved it as presented.

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

**Moved: Sandra Jones**

**Seconded: Alecia Tramel-McIntyre**

**Motion: Passed**

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

Members reviewed the minutes of April 29, 2024 and approved them as presented.

**Motion to approve the minutes of April 29, 2024, as presented.**

**Moved: Alecia Tramel-McIntyre**

**Seconded: Sandra Jones**

**Motion: Passed**

## **VII. Reports**

### **▪ Membership**

The membership report is posted online. All committees have vacancies. Filling vacancies will be a major topic of the Recruitment Workshop on June 4.

### **▪ Partnership Report to the Committees**

The Partnership has not met since the last Roundtable because the board was unable to reach quorum of 13 members at the May 13 meeting. The County has put forward the proposed Ordinance changes that includes reducing the number of required members from 39 to 30 and reducing the quorum requirement from 13 members to one-third-plus-one of active members (this is the same as all committees). The reduced quorum requirement is expected to help the board become more functional since regular meetings will be able to convene to do business.. Staff advised that the Assistant County Attorney had reviewed the proposed Ordinance changes and agreed they could go forward, therefore staff feels confident the Ordinance changes will be adopted.

The next Partnership meeting is June 17, 2024 at 10:00 a.m. at the Miami Main Library. New member applicants are expected to attend that meeting. Members will vote on the recommendations for new member applicants who attend that meeting.

## **VIII. Standing Business**

### **▪ Partnership Promotion Ideas**

Members reviewed the promotional items as detailed in the minutes. No additional items were recommended. Members noted that additional items should not be purchased until recruitment activities are established.

Members discussed the voucher protocol for members of the affected community. The previous reimbursement policy was more favorable to members since it was a direct compensation for actual expenses, i.e. gas and parking. Members questioned whether the current voucher was enough of an incentive and that there has to be something more to gain from attending a meeting. Also, not everyone is in the same place with their comfort with their HIV status and being singled out as a person who receives a voucher could be stigmatizing. Staff noted this will be part of the discussion and consideration during the Recruitment Workshop.

- **Feedback Form for Community Input and Problem-Solving**

The revised draft Meeting Feedback survey was distributed. This version includes a multiple-choice questions, as was suggested at the last meeting, and was reduced from ten questions to six questions. Members suggested the best way to promote the survey was through a link since not every phone can read a QR code. Staff will work on some variations and begin distributing the surveys next month. Members moved to approve the revised survey as presented.

**Motion to approve the revised Meeting Feedback form.**

**Moved: Sandra Jones**

**Seconded: Luigi Ferrer**

**Motion: Passed**

- **Thriving with HIV 2024 Roundtable Series: Create and Share Your Role Model Story**

The Florida Department of Health in Miami-Dade County's (FDOH-MDC) Speaker's Bureau is assembling a booklet in English and Spanish of prevention-focused role model stories. Members were asked to complete their role model worksheets about the Ryan White Program and the Partnership which could also be included. Ms. Tramel-McIntrye and Mr. McMullen will submit their stories to be included. All members are asked to complete their role model stories for next month and these each will be shared.

**IX. New Business**

There was no new business

**X. Announcements**

Luigi Ferrer announced the HALO Awards for HIV Long-Term Survivor's Day will be held on June 6 at Pridelines. He welcomed everyone and distributed flyers. Staff noted the event is posted on the Partnership's website and that the listing will be updated to link directly to the event registration page.

Sonia Baker from the University of Miami announced the Instacare study, an intervention for people with HIV who identify as Black and who have a viral load above 200. The study is recruiting 350 people. Because of the viral load requirement, members were not expected to be eligible and rather were asked to promote within their networks. Ms. Baker distributed an informational card about the study. Staff advised that the study is posted on the Partnership's website with a direct link for additional details.

**XI. Next Roundtable**

The next Roundtable is scheduled for June 24, 2024 at Borinquen Medical Centers, 3601 Federal Highway as indicated on the agenda.

**XII. Adjournment**

Mr. McMullen adjourned the meeting at 6:28 p.m.