



Housing Committee Meeting
Care Resource Community Health Centers, Midtown Miami
3510 Biscayne Blvd, First Floor Community Room
Miami, FL 33137

May 16, 2024 Minutes

Approved August 15, 2025

#	Members	Present	Absent
1	Burks, Laurie Ann		X
2	Herz, Stephen	X	
3	Hill, Lileaus	X	
4	Tazoe, Roberto	X	
5	Sarria, Manuel	X	
Quorum: 3			

Guests	
Dirckze, Rebeca	
Martinez, Judith	
Staff	
Meizoso, Marlen	

All documents referenced in these minutes were accessible to members and the public prior to the meeting, at <https://aidsnet.org/the-partnership#housing1>.

I. Call to Order

Stephen Herz

Stephen Herz, the Chair, called the meeting to order at 2:07 p.m.

II. Introductions

All

Mr. Herz introduced himself and requested members and guests introduce themselves.

III. Meeting Housekeeping

Marlen Meizoso

Marlen Meizoso reminded attendees of housekeeping items, including meeting recording, public records, that questions should go through the Chair, and that if there are any other questions they can be asked to staff after the meeting. Attendees were directed to see the back of their agendas for definitions of terms used in meetings.

IV. Floor Open to the Public

Stephen Herz

Mr. Herz opened the floor to the public with the following statement:

“Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any items on our agenda today. If there is anyone who wishes to be heard, I invite you to speak now. Each person will be given three minutes to speak. Please begin by stating your name and address for the record before you talk about your concerns. BSR has a dedicated telephone line and email address for statements to be read into the record. No statements were received.”

There were no comments. Mr. Herz closed the floor for public comment.

V. Review/Approve Agenda

All

The Committee reviewed the agenda which was posted in advance of the meeting. Staff indicated the next meeting date is June 20 not June 18. Staff also requested the addition of the next meeting date under new business. The Committee accepted the agenda with the changes noted.

Motion to approve the agenda with changes noted.

Moved: Roberto Tazoe

Seconded: Lileaus Hill

Motion: Passed

VI. Review/Approve Minutes of March 21, 2024

All

The Committee reviewed the minutes of March 21, 2024, and approved them as presented.

Motion to accept the minutes of March 21, 2024, as presented.

Moved: Manuel Sarria

Seconded: Lileaus Hill

Motion: Passed

VII. Reports

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

Robert Tazoe

Roberto Tazoe indicated he had no updates since the last meeting.

▪ **Vacancies**

Marlen Meizoso

Mrs. Meizoso referenced the membership vacancy report in the meeting materials for May 2024. She indicated that there were various vacancies on the Housing Committee, the Partnership, and the other committees. There are also several pending Partnership applicant approvals for consideration at the next Partnership meeting. If anyone knows of interested individuals for the Partnership or committees, please invite them to a meeting or training, or direct them to staff.

VIII. Standing Business

▪ **Stakeholder Invitation Development**

All

The Committee has been working on an invitation to housing stakeholders for the last several meetings. The invitation letter will mainly focus on public housing authorities. At the last meeting, the Committee voted on the invitation letter with a July 18, 2024 date. Unfortunately, the Partnership was unable to meet in May and their next meeting is not until June 17. If the Partnership is unable to reach quorum on June 17, the Executive Committee will review the letter on June 26. The Committee discussed changing the meeting date to August 15 to ensure sufficient time to approve and send out the letter.

Motion to approve change the stakeholder meeting date from July 18, 2024, to August 15, 2024.

Moved: Roberto Tazoe

Seconded: Lileaus Hill

Motion: Passed

The Committee then reviewed the draft stakeholder meeting agenda. The following suggestions were made:

- The meeting space set-up will be the same as the March meeting at Care Resource;
- There will be no Audio-Visual presentation;
- The times will remain on the agenda;
- Lileaus will review Housekeeping items;
- The Chair will introduce stakeholders;

- The Epidemiological (Epi) profile section will have two slides - age by prevalence, and ethnicity by prevalence, a Zip Code map, and a link to the Florida Department of Health Epi slides and Partnership annual reports on aidsnet.org, and link to HOPWA program; and
- Bullets will be added under the stakeholder presentation for Mr. Tazoe to introduce HOPWA, and Mr. Sarria to introduce Homeless Trust.

Questions for stakeholders to address are:

1. What affordable housing opportunities do you currently offer?
2. Do you currently have any housing assistance for low-income individuals and if so when would it open?
3. Can you offer/reserve any resources for the HIV population?

Questions will be forwarded to participants in advance.

IX. New Business

- **Next Meeting Date** *All*

Based on the discussion at today’s meeting, it was suggested to cancel the June 20, 2024, meeting since draft meeting materials will not be ready. The Committee is scheduled to meet July 18, prior to the stakeholder meeting.

Motion to cancel the June 20, 2024, Housing meeting.

Moved: Manuel Sarria

Seconded: Roberto Tazoe

Motion: Passed

X. Announcements and Open Discussion *All*

There were no announcements or open discussion items.

XI. Next Meeting *Stephen Herz*

The next meeting will be July 18, 2024, at Care Resource.

XII. Adjournment *Stephen Herz*

Mr. Herz adjourned the meeting at 2:45 p.m.