



Executive Committee Meeting
Behavioral Science Research Corporation
2121 Ponce de Leon Blvd, Ste. 240
Coral Gables, FL 33134
July 17, 2024

Approved August 28, 2024

#	Members	Present	Absent	Guests	
1	Darlington, Tajma		x		
2	Machado, Angela	x			
3	McIntyre, Harold	x			
4	McMullen, Lamar		x		
5	Muñoz, Virginia	x			
6	Sheehan, Diana M.	x		Staff	
7	Tramel-McIntyre, Alecia	x		Ladner, Robert	
8	Trepka, Mary Jo		x	Meizoso, Marlen	
Quorum = 4					

Note that all documents referenced in these minutes were accessible to members and the public prior to the meeting, at <https://aidsnet.org/the-partnership#excom1>.

I. Call to Order

Alecia Tramel-McIntyre

Alecia Tramel-McIntyre, the Chair, welcomed the participants to the special meeting of the Executive Committee to review time-sensitive items since the Partnership was unable to establish quorum for their July 15, 2024, meeting. She called the meeting to order at 10:11 a.m.

II. Introductions

All

Ms. Tramel-McIntyre introduced herself, and requested introductions from all participants around the room.

III. Meeting Housekeeping and Rules

Alecia Tramel-McIntyre

Ms. Tramel-McIntyre reviewed selections of the meeting housekeeping presentation which provided the ground rules and reminders for the meeting.

IV. Floor Open to the Public

Harold McIntyre

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

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

No comments were made so the floor was closed.

V. Review/Approve Agenda

All

The committee reviewed the agenda that was posted online in advance of the meeting and motioned to approve it as presented.

Motion to approve the agenda as presented.

Moved: Angela Machado

Seconded: Dr. Diana Sheehan

Motion: Passed

VI. New Business

▪ **Care and Treatment Item: Rapid Reallocation Sweeps #1.1 Motions**

All

The Committee reviewed the two motions recommended by the Care and Treatment Committee. Based on prior expenditures and priority rankings, the FY 2024 Ryan White Part A Sweeps/Reallocation# 1.1 projections and requests were reviewed. Adjustments of \$297,653 were made as reflected on the handout distributed at the meeting.

Motion to accept the FY 2024-25 Ryan White Part A Sweeps #1.1 funding reallocation, as presented.

Moved: Angela Machado

Seconded: Virginia Muñoz

Motion: Passed

Based on the prior expenditures and priority rankings, the FY 2024 Ryan White Minority AIDS Initiative Sweeps/Reallocation# 1.1 projections and requests were reviewed. Adjustments of \$112,707 were made as reflected on the handout distributed at the meeting.

Motion to accept the FY 2024-25 Ryan White Minority AIDS Initiative Sweeps #1.1 funding reallocation, as presented.

Moved: Harold McIntyre

Seconded: Angela Machado

Motion: Passed

▪ **FY 2024 Letter of Concurrence to HRSA**

All

Part of the requirements for the Ryan White Program is a letter of concurrence to HRSA that rapid reallocations of funds were made upon receipt of the final grant award. A draft of the letter of concurrence for FY 2024 was reviewed and approved.

Motion to accept the draft letter of concurrence and authorize the Partnership Chair to sign the letter.

Moved: Dr. Diana Sheehan

Seconded: Harold McIntyre

Motion: Passed

▪ **Letter of support for County's Community Action and Human Services Department SAMHSA Grant**

All

The County's Community Action and Human Services Department applied for a Substance Abuse and Mental Health Services Administration (SAMHSA) grant and requested a letter of support. A draft letter was written and vetted by the Assistant County Attorney. Because of the deadline for submission of the letter before today's meeting date, the letter was signed electronically. A motion was requested to accept the draft letter and retroactively authorize its signature.

Motion to accept the draft letter of support for the County's Community Action and Human Services SAMHSA grant and retroactively authorize the Partnership Chair to sign the letter.

Moved: Angela Machado

Seconded: Harold McIntyre

Motion: Passed

VII. Announcements and Open Discussion

All

There were no announcements or open discussion items.

VIII. Next Meeting

Harold McIntyre

The next scheduled Executive Committee meeting is Wednesday, August 28, 2024 at BSR.

IX. Adjournment

Alecia Tramel- McIntyre

Ms. Tramel-McIntyre thanked everyone for participating today and adjourned the meeting at 10:21 a.m.