

Community Coalition Roundtable
 Borinquen Medical Centers
 3601 Federal Highway, 3rd Floor, Miami 33137
 September 30, 2024 Minutes

Approved October 28, 2024

#	Members	Present	Absent
1	Burks, Laurie Ann	x	
2	Chassi, Kai		x
3	Farshchi, Auva	x	
4	Ferrer, Luigi	x	
5	Jones, Keddrick	x	
6	Jones, Sandra	x	
7	McIntyre, Harold		x
8	McMullen, Lamar	x	
9	Robinson, Joanna	x	
10	Tramel-McIntyre, Alecia		x
Quorum = 4			

Guests		
Carnevale, Heather		Mitchell, Synthia
Carr, Antoinette		Stonestreet, Stephanie
Cooper, Taunya		Vaughn, Sanita
David, Mary Ann		Villalta, Melissa
Davis, Debra		Wallace, Latia
Hill, Lileaus		Worthy, William
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.

I. Call to Order

Community Coalition Roundtable Chair, Lamar McMullen, called the meeting to order at 5:00 p.m.

II. Introductions

Mr. McMullen announced his new position as Lead Navigator at Care 4 U, Inc. He asked for introductions and led attendees through an ice-breaker exercise on what they are looking forward to this fall.

III. Recognition of Meeting Host

Mr. McMullen recognized Borinquen as the host meeting facility and thanked Stephanie Stonestreet for securing the meeting space.

IV. Housekeeping

Attendees each read a slide of the *Meeting Housekeeping* PowerPoint, which included general reminders, code of conduct, meeting participation best practices, and resource persons.

V. 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.

VI. Review/Approve Agenda

Mr. McMullen instructed members to take time to read the agenda and minutes thoroughly. Members reviewed the agenda and approved it as presented.

Motion to approve the agenda as presented.

Moved: Sandra Jones

Seconded: Luigi Ferrer

Motion: Passed

VII. Review the Minutes of August 26, 2024

Members reviewed the minutes of August 26, 2024, and approved them as presented.

Motion to approve the minutes of August 26, 2024, as presented.

Moved: Sandra Jones

Seconded: Luigi Ferrer

Motion: Passed

VIII. Reports

▪ Membership

The Vacancy Report was included in meeting materials. Vacancies shown are based on there being 30 members on the Partnership once changes to the Ordinance are approved. The Assistant County Attorney is confident the Ordinance changes will be approved since there are no financial implications to the requested changes. The complete Ordinance update schedule is posted under Roundtable business on www.AIDSNET.org.

▪ Partnership Report to the Committees

The Partnership Report was included in meeting materials. Many significant motions were passed at the meeting. The meeting was very fast-paced and may have been confusing, particularly to new members unfamiliar with all the functions of the Partnership. Mr. McMullen stressed the importance of making informed motions and of understanding motions before voting.

IX. Standing Business

▪ Recruitment Plan Update

The draft Recruitment Plan development is in process and will be presented at the next meeting. Mr. McMullen implored members to hold staff and himself accountable for presenting the document.

▪ Annual Activities and Budget Review

The Partnership approved the budget of up to \$1,500.00 for Roundtable activities to increase recruitment and retention. Activities are for the year beginning March 1, 2025. Keeping that budget in mind, members were asked to think about planning activities for promoting membership opportunities in the Miami-Dade HIV/AIDS Partnership and committees. Members suggested piggy-backing on HIV Awareness Days events and getting more involved in local health fairs and other community activities. This will be an ongoing discussion.

X. New Business

▪ Special Presentation

Legal Services of Greater Miami (LSGM) attorneys Mary Ann David, Melissa Villalta, and Heather Carnevale, presented information on the LSGM Low-Income Tax Clinic and Ryan White Part A Services. They discussed the services offered, eligibility, how to apply for benefits, and answered a variety of questions. They explained tax basics and FAQs of tax filing, including how to avoid fraudulent tax preparers. Legal Services can assist with a wide array of legal services or refer to other providers. Walk-in or scheduled appointments are available. Ms. Stonestreet noted that Borinquen has a case manager who helps clients connect to LSGM. Members thanked the attorneys for sharing this valuable information.

▪ End of Year Meeting Schedule

Staff advised that the Roundtable's regular November and December meeting dates typically fall during the Thanksgiving and Winter holiday seasons and meetings are generally cancelled for those months. Because of the Government in the Sunshine Laws, no two members can meet to discuss business that might come before the committee. In order to maintain momentum, staff suggest one-on-one meetings in November and December for input on the Recruitment Plan and Recruitment Activities. When the Roundtable is reconvened in January, members can review compiled suggestions. Everyone agreed to this arrangement.

XI. Announcements and Open Discussion

There were no announcements.

During the meeting, several members expressed concerns over lack of affordable housing options and had questions about the process for HOPWA assessments. Staff recommended that members attend and consider joining the Housing Committee and that a HOPWA representative is at the meeting to answer those questions.

XII. Next Roundtable

The next Roundtable is scheduled for October 28, 2024, at 4:30 PM at Latinos Salud, 640 NE 124th Street, in North Miami and will be the last meeting of year meeting. Mr. McMullen suggested a pot-luck dinner.

XIII. Adjournment

Mr. McMullen adjourned the meeting at 6:53 p.m.