

**Miami-Dade HIV/AIDS Partnership Meeting
Miami-Dade County Main Library
101 West Flagler Street, Auditorium, Miami, FL 33130**

November 18, 2024 Minutes

Approved December 16, 2024

#	Partnership Members	Present	Absent	Guests
1	Burks, Laurie Ann	x		McMullen, Lamar
2	Chassi, Kai		x	Poblete, Karen
3	Dougherty, James		x	Stonestreet, Stephanie
4	Duberli, Francesco		x	Valle-Schwenk, Carla
5	Forrest, David		x	Vaughn, Sannita
6	Gonzalez, Nilda	x		Villamizar, Kira
7	Henriquez, Maria	x		
8	Jones, Keddrick		x	
9	Machado, Angela	x		
10	Marcelin, Dora	x		
11	McIntyre, Harold		x	
12	Medina, Jesús E.		x	
13	Muñoz, Virginia	x		
14	Robinson, Joanna		x	
15	Romero, Javier		x	
16	Sarria, Manuel		x	
17	Shmuels, Diego		x	
18	Tazoe, Roberto	x		
19	Tramel-McIntyre, Alecia	x		
20	Vacant Representative of the Affected Community			
21	Vacant Representative of the Affected Community			
22	Vacant Representative of the Affected Community			
23	Vacant Representative of the Affected Community			
24	Vacant Representative of the Affected Community			
25	Vacant Hospital or Health Care Planning Agency Representative			
26	Vacant Housing, Homeless or Social Service Provider			
27	Vacant Mental Health Provider Representative			
28	Vacant Other Federal HIV Program Grantee Representative (SAMHSA)			
29	Vacant Other Federal HIV Program Grantee (Part F)			
30	Vacant MDC Government Representative (Non-RWP)			
Quorum = 8				
Ex-Officio Seats				
Representative from the Office of the Miami-Dade County (MDC) Mayor				Staff
Representative from the MDC Board of County Commissioners				Bontempo, Christina
Representative from the MDC School Board				Ladner, Robert
				Smith, Terrence A., Esq.

Note: All documents referenced in these minutes were accessible to members and the public prior to and during the meeting, at www.aidsnet.org/the-partnership#partnership1.

I. Call to Order

The Chair, Alecia Tramel-McIntyre called the meeting to order at 10:28 a.m.

II. Introductions

Ms. Tramel-McIntyre called for introductions of members and guests.

III. Housekeeping/Meeting Rules

Ms. Tramel-McIntyre reviewed the copy of the Housekeeping presentation in meeting materials highlighting the Disclaimer, Code of Conduct, and Language Matters slides.

IV. Floor Open to the Public

Ms. Tramel-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.”

There were no comments; the floor was then closed.

V. Review/Approve Agenda

Members reviewed the agenda and made the following changes:

- Ms. Tramel McIntyre will lead items designated for Harold McIntyre;
- Maria Henriquez will present the Care and Treatment Committee Report designated for Dr. Diego Shmuels; and
- The presentation by Roxanne Bolden was removed.

Ms. Tramel-McIntyre called for a motion to approve the agenda with changes.

Motion to approve the agenda with changes as noted above.

Moved: Angela Machado

Seconded: Roberto Tazoe

Motion: Passed

VI. Review/Approve Minutes of September 16, 2024

Members reviewed the minutes of September 16, 2024, and accepted them with no corrections or additions.

Motion to approve the minutes of September 16, 2024, as presented.

Moved: Roberto Tazoe

Seconded: Virginia Muñoz

Motion: Passed

VII. Reports

A. Membership

▪ Ordinance Update

Assistant County Attorney, Terrence A. Smith, advised that the changes to the Ordinance governing the Partnership were approved and enacted on November 6, 2024; and became effective on November 16, 2024. Of note, the new Ordinance reduces the number of members from 39 to 30, and reduces the quorum requirement to on-third-plus-one members.

- **Member Recognition**

As part of the Ordinance change, the Ryan White Part A seat held by Daniel T. Wall was removed from the roster. Mr. Wall has worked for the Ryan White Program since its inception and has been a Partnership member since 2002. Ms. Tramel-McIntyre presented Mr. Wall with a plaque recognizing his 22 years of exemplary service to the Partnership. Members lauded Mr. Wall's contributions.

B. Committee Reports

The following motions were brought to the Partnership for review. Additional committee activities were detailed in the *Committee Reports to the Miami-Dade HIV/AIDS Partnership*, distributed to members and included in the materials posted online. Details regarding each committee's motions were included in the report and are noted *in italics* below prior to motions.

- **Care and Treatment Committee**

Maria Henriquez read the committee activities into the report and put forward the following motions as detailed in the Committee Report:

The Committee reviewed and approved edits to language, ranking, and dates for six service categories.

Motion to accept the AIDS Pharmaceutical Assistance service description with the changes noted.

Moved: Maria Henriquez Seconded: Angela Machado Motion: Passed

Motion to accept the Mental Health Services service description with the changes noted.

Moved: Maria Henriquez Seconded: Roberto Tazoe Motion: Passed

Motion to accept the Outpatient Ambulatory Health service description with the changes noted.

Moved: Maria Henriquez Seconded: Angela Machado Motion: Passed

Motion to accept the Emergency Financial Assistance service description with the changes noted pending any Florida Department of Health language to protocol.

Moved: Maria Henriquez Seconded: Roberto Tazoe Motion: Passed

Motion to accept the Medical Transportation service description with the changes noted.

Moved: Maria Henriquez Seconded: Nilda Gonzalez Motion: Passed

Motion to accept the Food Bank service description with the changes noted.

Moved: Maria Henriquez Seconded: Angela Machado Motion: Passed

- **Strategic Planning Committee**

Angela Machado put forward the following motion as detailed in the Committee Report:

The Committee reviewed and finalized the 2023 Annual Report.

Motion to accept the 2023 Annual Report as presented.

Moved: Angela Machado Seconded: Roberto Tazoe Motion: Passed

- **Other**

Executive Committee, Community Coalition Roundtable, Housing Committee, and Prevention Committee updates were included in the report for reference.

C. Grantee/Recipient Reports

Members received copies of all referenced reports.

- **Ryan White Part A/Minority AIDS Initiative (MAI)**

Mr. Wall reported that as of the November 8 report, almost 50% of Part A formula funds, and almost 32% of MAI funds had been spent. There are three subrecipient contracts pending final execution. Final rapid reallocations (Sweeps) are expected to be presented to the Care and Treatment Committee in December.

The Miami-Dade County Office of Management and Budgets (OMB) successfully submitted the Ryan White Part A/MAI grant application on October 1, 2024; and the Ending the HIV Epidemic grant proposal on November 22, 2024. Results of both grant applications are pending.

Mr. Wall reported on the latest Florida Comprehensive Planning Network (FCPN). Mr. Wall was re-elected as Community Co-Chair of the statewide planning body. An Invitation to Negotiate was issued for a statewide fiduciary agent for Part B.

Mr. Wall announced that Carla Valle-Schwenk and Clarisol Nilsen at OMB have been promoted and there are two new positions open to support their work. More than 250 applications have been received for the positions. Ms. Valle-Schwenk was at the meeting and members applauded her promotion.

- **Ryan White Part B**

Karen Poblete noted Part B expenditure categories and clients served for the month of September 2024. She announced that site visit monitoring was complete and that results on the site visits are pending.

- **AIDS Drug Assistance Program (ADAP) Miami**

Dr. Romero was not present. The Chair called for a motion to defer his report.

Motion to defer the ADAP report until the next meeting.

Moved: Nilda Gonzalez

Seconded: Angela Machado

Motion: Passed

- **General Revenue (GR) at SFAN**

Angela Machado reviewed the General Revenue report for September 2024 and noted a total of 937 clients received services including 27 clients who received mental health services and 59 who received non-medical case management. Nursing home and shelter care are still being offered. The GR beds at Salvation Army are full and a wait list has been established. Ms. Machado noted there is high demand for shelter beds.

- **Housing Opportunities for Persons with AIDS (HOPWA)**

Roberto Tazoe announced the final Fiscal Year 2023 HOPWA Annual Report was submitted to the US Department of Housing and Urban Development on schedule. Following review, a report to the Partnership should be ready by February 2025.

The Long-Term Rental Assistance Program is at about 160 on the waitlist; with 30 additional persons called this month, and another 20 expected next month.

D. Approval of Reports

Ms. Tramel-McIntyre called for a motion to approve all reports.

Motion to accept the Membership, Grantee/Recipient, and Committee Reports as presented.

Moved: Roberto Tazoe

Seconded: Nilda Gonzalez

Motion: Passed

VIII. Standing Business (none)

IX. New Business

▪ Sexual Harassment Awareness Training

Staff announced that all members had a reminder of member training requirements in their packet. Some members were contacted last week to be alerted that the County did not have a record of them taking the Sexual Harassment Awareness Training; those members had a copy of the email in their meeting packets. ACA Smith advised that members who fail to take any County-required training are subject to removal from the board.

▪ 2025 Meeting Dates and Location

Members had the list of recommended 2025 Partnership meeting dates, moved to the first Monday (or Tuesday) of each month. By moving the meetings to the beginning of each month, members will have ample time to review all committee recommendations prior to each scheduled meeting. The Miami-Dade County Main Library is expected to be unavailable after March 2025. Staff is researching viable alternative locations.

X. Announcements and Open Discussion

Staff announced meeting documents and important travel updates are posted on www.aidsnet.org and urged members to use this resource and provide feedback on making the website a better tool.

XI. Next Meeting

Ms. Tramel-McIntyre announced the next meeting date is Monday, December 16, 2024, at the Miami-Dade County Library.

XII. Adjournment

Ms. Tramel-McIntyre thanked everyone for coming and adjourned the meeting at 11:11 a.m.