

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

December 16, 2024 Minutes

Approved January 7, 2025

#	Partnership Members	Present	Absent	Guests
1	Burks, Laurie Ann		x	Belledent, Nelly
2	Chassi, Kai		x	Farshchi, Auva
3	Dougherty, James		x	Fernandez, Chad
4	Duberli, Francesco		x	Hill, Lileaus
5	Forrest, David	x		McMullen, Lamar
6	Gonzalez, Nilda	x		Ocon, Yahima
7	Henriquez, Maria	x		Parrish, Quinton
8	Jones, Keddrick		x	Poblete, Karen
9	Machado, Angela	x		Quintero, Rita
10	McIntyre, Harold	x		Shmuels, Daniel
11	Medina, Jesús E.		x	Stonestreet, Stephanie
12	Muñoz, Virginia	x		Wall, Daniel T.
13	Robinson, Joanna		x	Williams, Stephen
14	Romero, Javier	x		
15	Sarria, Manuel		x	
16	Shmuels, Diego	x		
17	Tazoe, Roberto		x	
18	Tramel-McIntyre, Alecia	x		
19	Vacant Representative of the Affected Community			
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 Hospital or Health Care Planning Agency Representative			
25	Vacant Housing, Homeless or Social Service Provider			
26	Vacant Mental Health Provider Representative			
27	Vacant Other Federal HIV Program Grantee Representative (SAMHSA)			
28	Vacant Ryan White Program Part D Representative			
29	Vacant Other Federal HIV Program Grantee (Part F)			
30	Vacant MDC Government Representative (Non-RWP)			
Quorum = 7				
Ex-Officio Seats				
Representative from the Office of the Miami-Dade County (MDC) Mayor				
Representative from the MDC Board of County Commissioners				
Representative from the MDC School Board				
				Staff
				Bontempo, Christina
				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 10:34 a.m.

II. Introductions

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

III. Housekeeping/Meeting Rules

In order to ensure time for motions and member recognition, Ms. Tramel-McIntyre announced that the Housekeeping presentation was included in meeting materials for everyone's reference.

IV. Floor Open to the Public

Vice Chair, Harold 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. Some adjustments were anticipated to ensure action items are addressed while quorum was present; no formal changes were made.

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

Motion to approve the agenda as presented.

Moved: Dr. Diego Shmuels

Seconded: Angela Machado

Motion: Passed

VI. Review/Approve Minutes of November 18, 2024

Members reviewed the minutes of November 18, 2024, and accepted them with no corrections or additions.

Motion to approve the minutes of November 18, 2024, as presented.

Moved: Dr. Diego Shmuels

Seconded: Harold McIntyre

Motion: Passed

VII. Reports

A. Membership

Ms. Tramel-McIntyre announced that the latest vacancy report is posted online and reflects the updated membership categories based on the new Ordinance. There are now 30 seats on the Partnership (instead of 39) and twelve vacancies. The Ryan White Part A seat held by Dan Wall has been removed from the roster per HRSA requirements. Additionally, Dora Marcelin has resigned from the Ryan White Part D seat since she no longer lives in Miami-Dade County. Outgoing members were thanked for their service.

The Executive Committee will be working on updating the Bylaws to reflect the Ordinance changes. Members were advised to be prepared to review the revised Bylaws in January or February.

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* prior to motions.

▪ **Care and Treatment Committee**

Maria Henriquez put forward the following motions as detailed in the Committee Report:

The Committee adopted the recommended allocations to the service categories as indicated in Attachment #1 in member packets.

**Motion to accept the Ryan White Part A Sweeps 2 funding recommendations as presented.
Moved: Maria Henriquez Seconded: Angela Machado Motion: Passed**

Historically, following the final Fiscal Year Sweeps, the Recipient requests authorization to make a final administrative allocation of funds prior to the close of fiscal year. This authorization allows the Recipient to maximize expenditures and avoid an additional contract amendment process. The Recipient will disseminate the final allocations report to the Partnership after the close of the Fiscal Year.

**Motion to authorize the Miami-Dade County Office of Management and Budget-Grant Coordination to make last minute allocations prior to the close of the fiscal year to maximize expenditures and then provide final allocations at the close of the fiscal year.
Moved: Maria Henriquez Seconded: Dr. Diego Shmuels Motion: Passed**

The Committee reviewed and approved edits to language, ranking, and dates for Other Professional Services: Legal Services and Permanency Planning(Legal Services); and Health Insurance Services Premium and Cost Saving Assistance for Low-Income Individuals (HIPC). An additional minor edit to the Legal Services will be included in the published version: Change “office of Attorney General” to “State Attorney’s office” on Page 8.

□ **Legal Services**

**Motion to accept the *Other Professional Services: Legal Services and Permanency Planning* service description with the changes indicated on the draft and the change noted above.
Moved: Maria Henriquez Seconded: Angela Machado Motion: Passed**

Upon review, Assistant County Attorney, Terrence A. Smith, advised that the statement on Attachment #2, Page 5, “Expungement Services - Assist with process of record expungement as allowable through the office of Attorney General,” should be changed to recognize the contracted record holder and the Federal or State record retention schedule. ACA Smith requested the Chair call for a motion to reconsider the previous motion.

**Motion to reconsider, “Motion to accept the *Other Professional Services: Legal Services and Permanency Planning* service description with the changes indicated on the draft and the change noted above.”
Moved: Dr. Diego Shmuels Seconded: Harold McIntyre Motion: Passed**

**Motion to accept the *Other Professional Services: Legal Services and Permanency Planning* service description with the changes indicated on the draft and the change regarding record retention.
Moved: Nilda Gonzalez Seconded: Dr. David Forrest Motion: Passed**

Upon further review, the statement, “Expungement Services - Assist with process of record expungement . . .” Should be changed to, “Expungement Services - Assist with process of record expungement as allowable under Florida law.” ACA Smith requested the Chair call for a motion to reconsider the previous motion.

Motion to reconsider, “Motion to accept the *Other Professional Services: Legal Services and Permanency Planning* service description with changes the indicated on the draft and the change regarding record retention.”

Moved: Dr. Diego Shmuels Seconded: Harold McIntyre Motion: Passed

Motion to accept the *Other Professional Services: Legal Services and Permanency Planning* service description with the changes indicated on the draft and noted by the County Attorney, “Expungement Services - Assist with process of record expungement as allowable under Florida law.”

Moved: Dr. Diego Shmuels Seconded: Dr. Javier Romero Motion: Passed

□ **Health Insurance Services Premium and Cost Savings Assistance for Low-Income Individuals (HIPC)**

On Attachment #3, Page 9, it was noted that the removal of, “or AIDS,” should be reconsidered in future edits since there are people who identify as living with AIDS vs. living with HIV. The language as presented was not changed.

On Attachment #3, Page 10, the ADAP Premium Plus Program should indicate, “. . . and continue to re-certify their eligibility in ADAP every twelve (12) months . . .” (instead of six (6) months).

Motion to accept the *Health Insurance Services Premium and Cost Saving Assistance for Low-Income Individuals* service description with the changes noted in the draft and the change to the ADAP re-certification time frame.

Moved: Maria Henriquez Seconded: Dr. Diego Shmuels Motion: Passed

▪ **Other**

The Executive Committee, Community Coalition Roundtable, Housing Committee, Prevention Committee, and Strategic Planning Committee have not met since the last Partnership meeting.

C. Grantee/Recipient Reports

Members received a Top Line Summary and copies of all referenced reports.

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

Daniel T. Wall reported that as of the meeting date, 8,667 clients have been served. He noted the top three-Part A service categories are Medical Case Management, Outpatient Ambulatory Health Services, and Oral Health Care; and the top two MAI services were Medical Case Management and Outpatient Ambulatory Health Services. Details were available on the Top Line Summary Report.

Mr. Wall noted Affordable Care Act (ACA) enrollment is up to 2,291 enrollments, including 392 new clients. This is close to the 2023 enrollment of 2,733 clients. For the calendar year 2025, clients need to enroll as soon as possible to avoid having a gap in coverage. Those already enrolled will begin coverage on January 1, 2025; otherwise, the start date for coverage is February 1, 2025.

Mr. Wall noted some recently released resources and webinars regarding HIV is Not a Crime Awareness Day and combatting stigma. The County and BSR staff have distributed the resources and BSR staff will post to the www.aidsnet.org website.

At the beginning of the year, Food Bank limitations were imposed as a cost-saving measure. During Sweeps #1.1 earlier this year, additional funds were allocated to Food Bank Services allowing clients

to receive double bags of food during the holidays as had been done in prior years to maximize expenditure of funds.

Seventeen (17) contracts have been fully executed and one is pending signatures by the subrecipient.

The Health Services and Resources Administration (HRSA) no longer requires Planning Council approval for reporting the Unobligated Balance. At this time, approximately \$600,000 in Part A funding, and \$1 million in MAI funding are anticipated to be included in the Carryover Funds request at the end of the Fiscal Year.

▪ **Ryan White Part B**

The Part B Top Line Summary for September was included in the meeting materials, and Karen Poblete reported that the October 2024 Part B Report is pending and should be available by the next meeting.

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

Dr. Javier Romero reported on enrollments by type, pharmacy expenditures and ACA premiums as indicated in the Top Line Summary. He added that of the 7,593 clients served, 4,263 (56%) were Direct Dispense and 3,330 (44%) were Premium Plus. Cabenuva® dispensing is back to normal levels with 165 (66%) being Direct Dispense, and 85 (34%) Premium Plus. Ten clients aged into Medicare and 54 clients were identified as Medicare-eligible within the next seven (7) months. Medicare open enrollment ends December 7, 2024, for changes to existing plans; and Open Enrollment for new coverage or changed plans ends January 15, 2025. Additional program notes are available on the complete report.

▪ **General Revenue (GR) at SFAN**

Angela Machado reviewed the General Revenue report for October 2024 and noted that the GR beds at Salvation Army are full and a wait list has been established.

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

Roberto Tazoe was not present. The Chair called for a motion to defer his report.

Motion to defer the HOPWA report until the next meeting.

Moved: Dr. Diego Shmuels

Seconded: Maria Henriquez

Motion: Passed

D. Approval of Reports

Quorum was lost prior to this item and resumed after New Business, at which time Ms. Tramel-McIntyre called for a motion to approve all reports.

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

Moved: Dr. Diego Shmuels

Seconded: Angela Machado

Motion: Passed

VIII. Standing Business (none)

There was no Standing Business.

IX. New Business

▪ 2024 Year End Review

Ms. Tramel-McIntyre lead the presentation of the 2024 Year End Review and asked members and guests around the table to read the slides, including accomplishments throughout the year and ending with a moment of silence for David Goldberg, who passed earlier in the year.

▪ 2025 Member Recognition

Ms. Tramel-McIntyre presented a certificate detailing Partnership participation and an inspirational plaque to each Partnership and Committee member present at the meeting.

X. Announcements and Open Discussion

Staff demonstrated the new layout of the Partnership website, <https://aidsnet.org/the-partnership/>, with a meeting date countdown clock, meeting documents, reference documents, and tips on getting to the meeting. Ms. Tramel-McIntyre encouraged members to use this resource.

XI. Next Meeting

Mr. McIntyre announced that on Friday, January 3, 2025, staff will lead a pre-meeting training called Report for Action! via Microsoft Teams. The log in information is included on the January 2025 calendar which is available online. And the next Partnership meeting is Tuesday, January 7, 2025, at 10 a.m. at the Miami-Dade County Main Library. The meeting will include review of the Provider Capacity Survey approved by Care and Treatment and may include Bylaws review and other business from the Executive Committee.

XII. Adjournment

Ms. Tramel-McIntyre thanked everyone for coming and adjourned the meeting at 11:41 a.m.