

**Community Coalition Roundtable**  
 Borinquen Medical Centers  
 3601 Federal Highway, Miami, FL 33137  
 January 27, 2025 Minutes

#	Members	Present	Absent	Guests		
1	Burks, Laurie Ann	x		Grant, Gena		
2	Chassi, Kai		x	Stonestreet, Stephanie		
3	Farshchi, Auva	x		Torrealba, Marco		
4	Ferrer, Luigi	x		Vaughn, Sannita		
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				
<b>Quorum = 4</b>				<b>Staff</b>		
				Ladner, Robert		

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](http://www.aidsnet.org/the-partnership#roundtable1).

**I. Call to Order**

Community Coalition Roundtable Chair, Lamar McMullen, called the meeting to order at 5:15 p.m.

**II. Introductions**

Mr. McMullen led introductions of member, guests, and staff.

**III. Recognition of Meeting Host**

Mr. McMullen recognized Borinquen Medical Centers 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 amended the order of activities to hold the ViiV presentation prior to Standing Business.

**Motion to approve the agenda as amended.**

**Moved: Sandra Jones**

**Seconded: Harold McIntyre**

**Motion: Passed**

## **VII. Review the Minutes of October 28, 2024**

Members reviewed the minutes of October 28, 2024, and approved them as presented.

**Motion to approve the minutes of October 28, 2025, as presented.**

**Moved: Sandra Jones**

**Seconded: Luigi Ferrer**

**Motion: Passed**

Note: Staff subsequently corrected a date error in the footer.

## **VIII. Reports**

### **▪ Membership**

Mr. McMullen reviewed the membership report included in the meeting packets.

## **IX. Standing Business**

### **▪ ViiV Healthcare**

Marco Torrealba provided videos and led interactive discussions based on a ViiV awareness campaign concerning communication by people with HIV with their mothers, either born biological or chosen.

### **▪ Recruitment Plan**

Members stressed the need to have flyers, including a QR code linking to the website, that can be given to Medical Case Managers to assist with recruitment. Medical Case Managers are requested to speak to their clients about the Partnership.

For the recruitment event, members asked staff to clarify allowable expenses. Staff will follow up with this information at the next meeting.

### **▪ Other**

Due to lack of time in the meeting, a motion was made to table the below agenda items.

- Agenda Setting Calendar (Standing Business);
- Officer Nominations (New Business); and
- Medical Case Management Service Definition Review (New Business).

**Motion to table agenda items.**

**Moved: Luigi Ferrer**

**Seconded: Sandra Jones**

**Motion: Passed**

## **X. New Business**

New Business items were tabled, per the motion above.

**XI. Announcements and Open Discussion**

Members and guests announced upcoming community events.

**XII. Next Roundtable**

The next Roundtable is scheduled for February 24, 2025, at 4:30 PM at Care 4 U Community Health Center 4690 NW 7th Avenue, Miami, FL 33127.

**XIII. Adjournment**

Mr. McMullen adjourned the meeting at 6:30 p.m.

DRAFT