



MIAMI-DADE

HIV/AIDS PARTNERSHIP

**WELCOME**

Thank you for attending today's

# Community Coalition Roundtable

Please sign in to have your  
attendance recorded.



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# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

Monday, February 24, 2025

5:00 PM – 7:00 PM  
(Dinner served at 4:30 PM)

Care 4 U Community Health Center  
4690 NW 7th Avenue, Miami, FL 33127

### AGENDA

- |  |                  |
|--|------------------|
| I. Call to Order   | Lamar McMullen   |
| II. Introductions  | All              |
| III. Recognition of Meeting Host   | Lamar McMullen   |
| IV. Housekeeping   | Lamar McMullen   |
| V. Floor Open to the Public  | Lamar McMullen   |
| VI. Review/Approve Agenda  | All              |
| VII. Review/Approve Minutes of January 27, 2025  | All              |
| VIII. Reports  |                  |
| ▪ Membership   | Staff            |
| □ Vacancy Review   |                  |
| □ Source of Income Filing  |                  |
| IX. Standing Business  | All              |
| ▪ 2025 Officer Elections   |                  |
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| XI. Announcements and Open Discussion  | All              |
| XII. Next Roundtable: March 31, 2025, at 3:30 PM at Care Resource CHC,<br>3510 Biscayne Boulevard, 1 <sup>st</sup> Floor Community Room, Miami, FL 33137 | Roundtable Chair |
| XIII. Adjournment  | Roundtable Chair |

*Special thanks to our meeting host, Care 4 U!*

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# Meeting Housekeeping - Community Coalition Roundtable

2025  
Created by *Behavioral Science Research*



# Disclaimer and Code of Conduct

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- ❑ Audio of this meeting is being recorded and will become part of the public record.
- ❑ Members serve the interest of the Miami-Dade HIV/AIDS community as a whole.
- ❑ Members do not serve private or personal interests, and shall endeavor to treat all persons, issues and business in a fair and equitable manner.
- ❑ Members shall refrain from side-bar conversations in accordance with Florida Government in the Sunshine laws.

# General Housekeeping

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- ❑ You must sign in to be counted as present.
- ❑ Place cell phones on mute or vibrate - *If you must take a call, please excuse yourself from the meeting.*
- ❑ Eligible committee members and applicants should see staff for a travel expense offset at the end of the meeting.
- ❑ See staff after the meeting if you are interested in membership or if you have a question that wasn't covered during the meeting.

# About the Partnership

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- ❑ The Miami-Dade HIV/AIDS Partnership is the official Ryan White Program Planning Council for Miami-Dade County.
- ❑ Partnership Members are appointed by the Mayor of Miami-Dade County based on recommendations by the Community Coalition.
- ❑ The Community Coalition is one of six Standing Committees of the Partnership.
- ❑ All Partnership and Standing Committee members are volunteers and commit to abiding by the Partnership's Bylaws, including regular meeting attendance and completion of required training and paperwork.
- ❑ See staff after the meeting for additional details.



**Membership**

# Meeting Participation

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## **Everyone has a role to play!**

- ❑ All attendees may address the board as time allows and at the discretion of the Chair.
- ❑ Please *share your expertise* on the current Agenda topics and motions. Remember to . . .
  - Raise your hand to be recognized by the Chair or added to the queue during discussions.
  - Avoid repeating points previously addressed.





# Language Matters!

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In today's world, there are many words that can be stigmatizing. Here are a few suggestions for better communication.



Remember **People First** Language . . .

*People* with HIV, *People* with substance use disorders,  
*People* who are experiencing homelessness, etc.

Please don't say **RISKS** . . . Instead, say **REASONS**.  
Please don't say, **INFECTED with HIV** . . . Instead, say  
**ACQUIRED HIV, DIAGNOSED with HIV, or**  
**CONTRACTED HIV.**


Please **do not** use these terms . . .

**Dirty . . . Clean . . . Full-blown AIDS . . . Victim . . .**

# Meeting Terminology

Meetings can be fast-paced and confusing!

- ❑ Terms and acronyms you might hear at today's meeting are on the back of your Agenda.
- ❑ Please raise your hand at any time if you need more information!

 <b>Meeting Guide</b>	
Meetings can be fast-paced and confusing! These terms and acronyms can help you follow along. Please raise your hand at any time if you need more information!	
<b>Partnership, PC, or Planning Council</b>	The Miami-Dade HIV/AIDS Partnership - Official Ryan White Program Planning Council in Miami-Dade County
<b>RWP or RWHAP</b>	The Ryan White Program or The Ryan White HIV/AIDS Program (Usually referring to Part A/MAI).
<b>ADAP</b>	AIDS Drug Assistance Program. Provides FDA-approved medications for low-income individuals with HIV who have limited or no coverage from private insurance or Medicaid. Provides insurance coverage for uninsured RWP clients.
<b>BSR</b>	Behavioral Science Research Corp. (aka, Staff).
<b>EHE</b>	Ending the HIV Epidemic: A Plan for America. Four Pillars: 1. Diagnose, 2. Treat, 3. Prevent, 4. Respond.
<b>EMA</b>	Eligible Metropolitan Area (locally, Miami-Dade County).
<b>FDOH or FDOH-MDC</b>	Florida Department of Health in Miami-Dade County.
<b>FPL</b>	Federal Poverty Level. Used to determine RWP eligibility and benefits.
<b>HOPWA</b>	Housing Opportunities for People with AIDS Program. Federal program that provides funding to support housing and housing-related services for people with AIDS and their families. Related terms: <b>STRMU</b> : Short-Term Rental, Mortgage and Utilities Assistance; Project-based: Funds designated units in a building; <b>LTRA</b> : Long-Term Rental Assistance (voucher program); and <b>FMR</b> : Fair Market Rents.
<b>HRSA</b>	The Health Resources and Services Administration. The source of federal RWP grant funds.
<b>Integrated Plan or IP</b>	The Miami-Dade County Integrated HIV Prevention and Care Plan.
<b>JIPRT</b>	The Joint Integrated Plan Review Team (Prevention Committee & Strategic Planning Committee).
<b>MAI</b>	Minority AIDS Initiative. Additional RWP funding to improve access to HIV care and health outcomes for disproportionately affected racial and ethnic minority populations.
<b>NHAS</b>	National HIV/AIDS Strategy. Four Goals: 1. Prevent new HIV infections; 2. Improve HIV-related health outcomes of people with HIV; 3. Reduce HIV-related disparities and health inequities; 4. Achieve integrated, coordinated efforts that address the HIV epidemic among all partners.
<b>PE-Miami or Provide Enterprise</b>	Provide Enterprise® by Groupware Technologies (RWP client database system).
<b>The Recipient, The County, or OMB</b>	The Miami-Dade County Office of Management and Budget. The Recipient of RWP Part A/MAI funds from HRSA.
<b>TTRA</b>	Test and Treat/Rapid Access. Protocol designed to ensure newly diagnosed people or those returning to care will obtain immediate linkage to medical care and treatment.
More terminology at <a href="http://www.aidsnet.org/the-partnership/#getonboard1">www.aidsnet.org/the-partnership/#getonboard1</a> .	

# Resources

- ❑ Behavioral Science Research Corp. (BSR) staff are the Resource Persons for this meeting.
- ❑ See staff after the meeting if you are interested in membership or if you have a question that wasn't covered during the meeting.
- ❑ Today's presentation and supporting documents are online at [www.aidsnet.org/the-partnership/](http://www.aidsnet.org/the-partnership/), or by scanning the QR code on your agenda.

**Welcome to AIDSNET.org!**

Welcome to the online home of the Miami-Dade HIV/AIDS Partnership (Miami-Dade County Ryan White Program planning council), the Clinical Quality Management (CQM) program, resources for people with HIV and service providers, and the bulletin board for HIV news and information in Miami-Dade County - Community Newsletter.

SERVING **9,071** people with HIV

The Miami-Dade HIV/AIDS Partnership

Resources for People with HIV

Clinical Quality Management Program

Ryan White Program Service Provider Resource Hub

Community Newsletter - HIV News and Resources

Calendars



Scan for documents



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## **Floor Open to the Public**

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 line for statements to be read into the record.

(No statements were received.)



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**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



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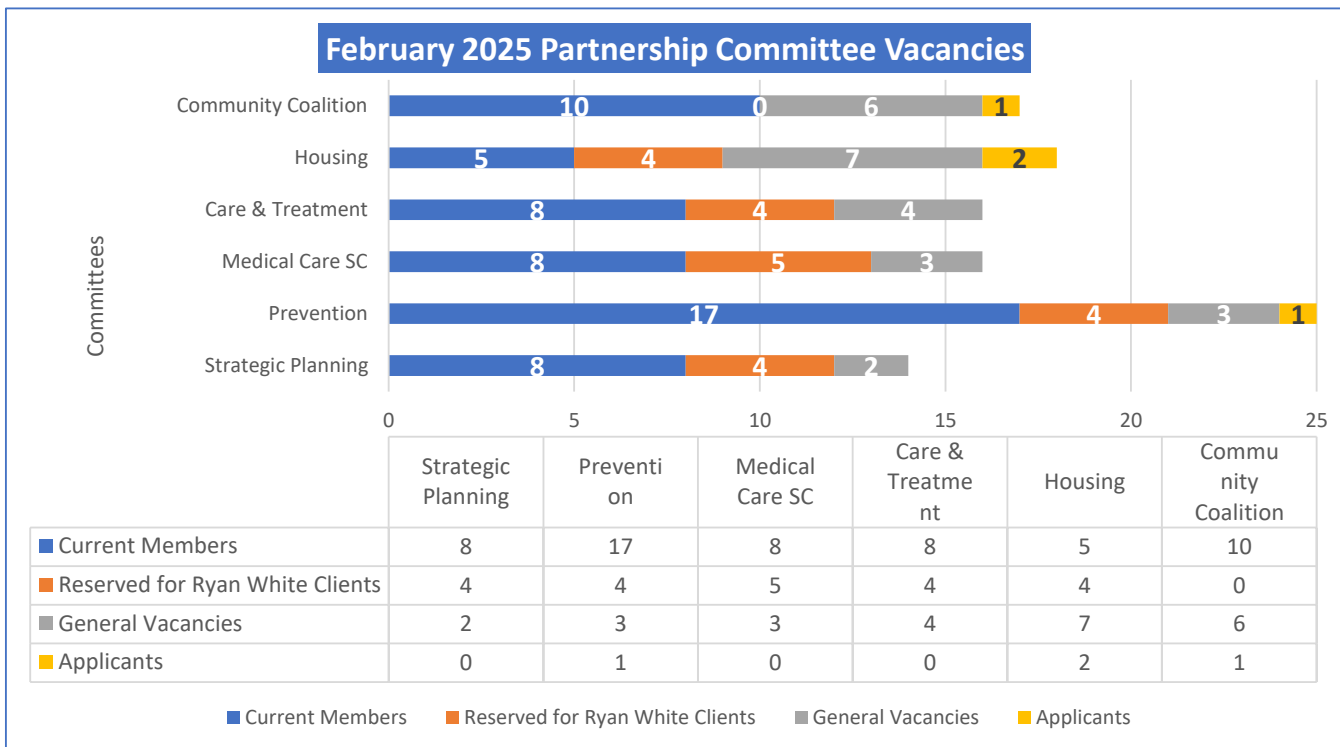
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# Community Coalition Roundtable Vacancy Review

February 24, 2025

February 2025 Partnership Vacancies	
Seat Assignment	Suggested Applicant(s)
Ryan White Program Clients	
Hospital or Health Care Planning Agency Representative	
Mental Health Provider Representative	
Housing, Homeless or Social Service Provider	
Other Federal HIV Program Grantee Representative (Part F)	
Other Federal HIV Program Grantee Representative (SAMHSA)	
Non-Ryan White Program Miami-Dade County Representative	
Part D Grantee Representative	





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# SOURCE OF INCOME STATEMENT

Section 2-11.1(i) of the County Ethics Code requires that certain employees, public officials, and consultants file a financial disclosure Statement on a yearly basis by July 1st of every year. For the last year of service, file SOI-F.

Disclosure for Tax Year Ending 2024	Last Name (or, Consultant or Consulting Firm name)	First Name	Middle Name/Initial
Mailing Address – Street Number, Street Name, or P.O. Box			
City, State, Zip			

If your home address is your mailing address, and your home address is exempt from public records pursuant to Fla. Stat. §119.07, read instructions on the following page **and check here.**

### Filing as an Employee (check one)

<input type="checkbox"/> County <input type="checkbox"/> Public Health Trust <input type="checkbox"/> Municipal: _____ (Municipality)		
Department		
Position or Title		Employee ID Number
Work address	Work telephone	Employment began on/ended on

### Filing as (check one)

<input checked="" type="checkbox"/> County Board <input type="checkbox"/> Municipal Board: _____ <input type="checkbox"/> Consultant for County or Municipal Agency (Municipality)		
Board where serving or name of County or Municipal Agency Consultant is providing professional services to Miami-Dade HIV/AIDS Partnership - Community Coalition		
Alternate address (if home address is exempt) 111 NW 1st Street, 22nd Floor, Miami, FL 33128	Work telephone 305-375-3546	Term began on/ended on

List below every source of income you received, along with the address and the principal activity of each source. Include your public salary. Place the sources of income in descending order, with the largest source first. Examples of sources of income include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, and social security payments. Also, include any source of income received by another person for your benefit. However, the income of your spouse or any business partner need not be disclosed. **If continued on a separate sheet, check here.**

Name of Source of Income	Address	Description of the Principal Business Activity

I hereby swear (or affirm) that the information above is a true and correct statement.

\_\_\_\_\_  
Signature of Person Disclosing

\_\_\_\_\_  
Date signed

<b>RECEIVED BY ETHICS DEPARTMENT:</b> <input type="checkbox"/> Hardcopy <input type="checkbox"/> Electronic Copy
--

# SOURCE OF INCOME INFORMATION

Required by the Miami-Dade County Code, Section 2-11.1(i)

The term **INCOME** shall include, but is not limited to, the following items: wages, salaries; tips; bonuses; commissions & fees; dividends, interest; profits from businesses and professions; your share of profits from partnerships and small business corporations; pensions, annuities & endowments; profits from the sale or exchange of real estate, securities or other property, including personal residence; rents and royalties; your share or estate or trust income, including accumulated distributions;

alimony, separate maintenance or support payments; prizes; awards; fees as an Executor, Administrator or Director; disability retirement payments; workmen's compensation, insurance; damages; social security payments, etc.

## FILING INSTRUCTIONS

A "Source of Income Form," (SOI) or a signed copy of the personal income tax forms may be filed to satisfy the filing requirement for County/Public Health Trust employees, municipal employees, advisory board members, and consultants providing professional services to the County or a Municipality who are not required to file under State law. State filers who also hold County or Municipal positions (for example, State filers who also serve on County or Municipal boards) meet the County financial disclosure requirement by filing a **copy** of their state form with the Miami-Dade County Commission on Ethics and Public Trust or their Municipal clerk.

The Source of income Form must be filed yearly no later than 12:00 noon of July 1st. Consultants file within thirty (30) days of execution of a contract arising out of competitive negotiations and prior to any payments from the County, municipalities or other agencies and thereafter on a yearly basis no later than 12:00 noon of July 1st. For the last year of service, file "Final Source of Income Form "(SOI-F). The SOI and SOI-F should not be used as a substitute for State Form 1 or State Form 1F for those required to file under state requirements.

Filers whose address is exempt pursuant to Fla. Stat. §119.07 must provide an alternate address such as a business address or the address of the board if the filer serves on a board.

This form must be filed by July 1st of each year and should not be used as a substitute for State Form 1 for those required to file under state requirements. For the last year of service, file SOI-F.

**Example (Review sources of income above; note- no monetary amount required).**

Name of Source of Income	Address	Description of Principal Business Activity
Place of employment	Address where employed	Salary
Rental Property	123 Anywhere Street Miami, FL 00000	Rental income
Social Security	Social Security office closest to your zip code	Social Security income

**Miami-Dade County (including Public Health Trust) Personnel and Advisory Board** members shall file completed forms with:

**Miami-Dade County**  
**Commission on Ethics and Public Trust**  
**701 NW 1st Court 8th Floor**  
**Miami, FL 33136**  
or at: [financial.disclosures@miamidade.gov](mailto:financial.disclosures@miamidade.gov)

**Municipal Personnel and Advisory Board Members** shall file completed forms with their respective Municipal Clerk. For further information, Miami-Dade County and Public Health Trust employees may contact the Miami-Dade County Commission on Ethics and Public Trust via telephone at 305-5792594 or via email at [financial.disclosures@miamidade.gov](mailto:financial.disclosures@miamidade.gov). Municipal employees may contact their respective Municipal Clerk's Office.

**Note RE: Florida Statutes § 119.07:** The role of our office is to receive and maintain forms filed as public records. If your home address is exempt from disclosure and you do not wish your home address to be made public, please use your office or other address for your mailing address. The following persons are exempt from disclosing their home addresses: active or former law enforcement personnel, including correctional and correctional probation officers, personnel of the Department of Children and Family Services whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities, personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; firefighters; justices and judges; current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; county and municipal code inspectors and code enforcement officers.



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# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

Monday, February 24, 2025

5:00 PM – 7:00 PM  
(Dinner served at 4:30 PM)

Care 4 U Community Health Center  
4690 NW 7th Avenue, Miami, FL 33127

### AGENDA

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| II. Introductions  | All              |
| III. Recognition of Meeting Host   | Lamar McMullen   |
| IV. Housekeeping   | Lamar McMullen   |
| V. Floor Open to the Public  | Lamar McMullen   |
| VI. Review/Approve Agenda  | All              |
| VII. Review/Approve Minutes of January 27, 2025  | All              |
| VIII. Reports  |                  |
| ▪ Membership   | Staff            |
| □ Vacancy Review   |                  |
| □ Source of Income Filing  |                  |
| <b>IX. Standing Business</b>   | <b>All</b>       |
| ▪ <b>2025 Officer Elections</b>  |                  |
| X. New Business  | Staff            |
| ▪ Calendar of 2025 Activities  |                  |
| □ Recruitment Event Planning   |                  |
| □ Script Development and Phone Bank Scheduling   |                  |
| □ Getting to Know Ryan White Services: Medical Case Management   |                  |
| □ Grantee Reports  |                  |
| □ Report to Other Committees (as needed)   |                  |
| XI. Announcements and Open Discussion  | All              |
| XII. Next Roundtable: March 31, 2025, at 3:30 PM at Care Resource CHC,<br>3510 Biscayne Boulevard, 1 <sup>st</sup> Floor Community Room, Miami, FL 33137 | Roundtable Chair |
| XIII. Adjournment  | Roundtable Chair |

*Special thanks to our meeting host, Care 4 U!*

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For more information about the Community Coalition, please contact Christina Bontempo,  
(305) 445-1076 x106 or [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com).

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## *Memo*

**To:** Community Coalition Roundtable Members

**From:** Christina Bontempo

**Date:** October 28, 2024

**Re:** 2025 Officer Nominations and Elections

---

Annual nominations for the Community Coalition Roundtable Chair and Vice Chair (Officers) are scheduled for the October 28, 2024, Community Coalition Roundtable meeting. Elections will be held at the January 27, 2025, meeting.

Serving as an Officer provides you a great opportunity to enhance your leadership skills, add a new title to your resume, and become a more involved planning council member!

Committee Officers develop agendas with support staff, lead committee meetings, and serve as members of the Executive Committee. Staff provides comprehensive training for all Officers.

For your reference, I am providing the qualifications for Officers as they relate to this Committee, from the Miami-Dade HIV/AIDS Partnership Bylaws (Section 5.1):

- Each standing committee, subcommittee, or workgroup shall elect a Chair and a Vice-Chair from among its members; they shall serve at the will of the standing committee, subcommittee, or workgroup.
- Officers shall be full voting members.
- At least one (1) officer of each standing committee must be a Partnership member who shall be designated to report committee activities to the Partnership.
- Standing committees, committees, and workgroups shall strive to elect at least one (1) officer who is a person with HIV.
- No individual shall serve concurrent terms as an officer of the Partnership and an officer of a standing committee or subcommittee. The exception to this rule is for officers of workgroups, which may be led by the Chair as Chair or Vice-Chair of the committee under whose purview the workgroup was authorized.

*You are encouraged to add your name as a nominee* in advance of the meeting; nominations will also be taken from the floor at the January 27, 2025, meeting. Current Officers who have served less than two years are eligible and encouraged to add their name to the ballot. If you are interested in this opportunity or if you have any questions, please contact me at (305) 445-1076 or by email at [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com).



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5:00 PM – 7:00 PM  
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| XIII. Adjournment  | Roundtable Chair |

*Special thanks to our meeting host, Care 4 U!*

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**Community Coalition Roundtable - 2025 Agenda Setting Calendar**  
As of February 24, 2025

Date Time Location	Recruitment and Retention Community Outreach	Partnership Training	Coordination with Partnership and Committees	HIV-Related Presentations (As Time Allows)	Other
<p align="center"><b>Bylaws Duties</b></p>	<p>Develop and establish programs for <b>recruitment</b> and training of Partnership and community members.</p> <p>Recruit potential Partnership and committee members from the community and encourage others from the affected HIV/AIDS communities to become more involved in Partnership activities.</p>	<p>Develop and establish programs for recruitment and <b>training</b> of Partnership and community members.</p>	<p>Collaborate and coordinate with other Partnership standing committees, subcommittees and ad hoc committees to ensure that decisions represent the needs of the affected HIV/AIDS communities in Miami-Dade County.</p>	<p>Presentations may be scheduled as time allows. Presenters may be asked to sponsor dinner.</p>	
<p align="center">Items in boxes take place outside of the Roundtable meetings</p>	<p>Develop and implement education and outreach opportunities for the community to learn more about the Partnership and its activities.</p>				
<p><b>Monday, January 27</b> 5:00 p.m. to 7:00 p.m. <i>Dinner served at 4:30 p.m.</i></p> <p>Borinquen Medical Centers, 3601 Federal Highway, 3<sup>rd</sup> Floor, Miami 33137</p>	<p>Finalize Retention and Recruitment Plan</p> <p>Practice Recruitment Script</p> <p>Vacancy Review and New Member Nominations</p> <p><span style="border: 1px solid black; padding: 2px;">Applicant Interviews</span></p>	<p>Service Description: Medical Case Management (moved to February)</p> <p>Terminology and Resources</p> <p>January 8: New Member Orientation</p>	<p>Report to other committees and the Partnership and/or request information</p>	<p>Maribel Gonzalez, ViiV Community Medical Liaison</p>	<p>Officer Elections</p>

Date Time Location	Recruitment and Retention Community Outreach	Partnership Training	Coordination with Partnership and Committees	HIV-Related Presentations (As Time Allows)	Other
<b>Monday, February 24</b> 5:00 p.m. to 7:00 p.m. <i>Dinner served at 4:30 p.m.</i>  Care 4 U Community Health Center, 4690 NW 7 <sup>th</sup> Avenue, Miami 33127	Testimonial  Vacancy Review and New Member Nominations  Planning for Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: Medical Case Management  Grantee Reports  February 5: Get On Board! Topic:	Report to other committees and the Partnership and/or request information	February 7: National Black HIV/AIDS Awareness Day  February 28: HIV Is Not A Crime Awareness Day	Complete Source of Income Forms (if available).  Budget: Consider special projects to enhance the completion of activities <i>for the next FY.</i>
<b>Monday, March 31</b> 4:00 p.m. to 6:00 p.m. <i>Dinner served at 3:30 p.m.</i>  Care Resource Community Health Centers, 3510 Biscayne Boulevard, 1 <sup>st</sup> Floor Community Room, Miami 33137	Testimonial  Vacancy Review and New Member Nominations  Planning for Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: _____  Sweeps  March 5: Get On Board! Topic:	Report to other committees and the Partnership and/or request information	March 15: National Women and Girls HIV/AIDS Awareness Day  March 20: National Native HIV/AIDS Awareness Day	Complete Source of Income Forms (if available).  Budget: Consider special projects to enhance the completion of activities <i>for the next FY.</i>
<b>Monday, April 28</b> 5:00 p.m. to 7:00 p.m. <i>Dinner served at 4:30 p.m.</i>  Empower U Community Health Center, 7900 NW 27 <sup>th</sup> Avenue, Suite C3A, Miami 33147	Testimonial  Vacancy Review and New Member Nominations  Planning for and/or holding Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: _____  Assessment of the Administrative Mechanism  April 2: New Member Orientation	Report to other committees and the Partnership and/or request information	April 10: National Youth HIV & AIDS Awareness Day	Complete Source of Income Forms (as needed).

Date Time Location	Recruitment and Retention Community Outreach	Partnership Training	Coordination with Partnership and Committees	HIV-Related Presentations (As Time Allows)	Other
<b>Monday, May 19</b> 5:00 p.m. to 7:00 p.m. <i>Dinner served at 4:30 p.m.</i>  Latinos Salud, 640 NE 124 <sup>th</sup> Street, Miami 33131	Testimonial  Vacancy Review and New Member Nominations  Planning for and/or holding Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: _____  Needs Assessment  May 7: Get On Board! Topic:	Report to other committees and the Partnership and/or request information	May 18: HIV Vaccine Awareness Day  May 19: National Asian & Pacific Islander HIV/AIDS Awareness Day	Complete Source of Income Forms (as needed)  Budget: Consider special projects to enhance the completion of activities <i>for the next FY.</i>
<b>Monday, June 30</b> 5:00 p.m. to 7:00 p.m. <i>Dinner served at 4:30 p.m.</i>  Borinquen Medical Centers, 3601 Federal Highway, 3 <sup>rd</sup> Floor, Miami 33137	Testimonial  Vacancy Review and New Member Nominations  Planning for and/or holding Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: _____  Dashboard Cards  June 4: Get On Board! Topic:	Report to other committees and the Partnership and/or request information	June 5: HIV Long-Term Survivors Awareness Day  June 27: National HIV Testing Day	
<b>Monday, July 28</b> 5:00 p.m. to 7:00 p.m. <i>Dinner served at 4:30 p.m.</i>  Care 4 U Community Health Center, 4690 NW 7 <sup>th</sup> Avenue, Miami 33127	Testimonial  Vacancy Review and New Member Nominations  Planning for and/or holding Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: _____  PSRA  July 2: New Member Orientation	Report to other committees and the Partnership and/or request information	July 21: Zero HIV Stigma Day	

Date Time Location	Recruitment and Retention Community Outreach	Partnership Training	Coordination with Partnership and Committees	HIV-Related Presentations (As Time Allows)	Other
<b>Monday, August 25</b> 4:00 p.m. to 6:00 p.m. <i>Dinner served at 3:30 p.m.</i>  Care Resource Community Health Centers, 3510 Biscayne Boulevard, 1 <sup>st</sup> Floor Community Room, Miami 33137	Testimonial  Vacancy Review and New Member Nominations  Planning for and/or holding Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: _____  Annual Report  August 6: Get On Board! Topic:  _____	Report to other committees and the Partnership and/or request information	August 20: Southern HIV/AIDS Awareness Day  August 27: National Faith HIV/AIDS Awareness Day	
<b>Monday, September 29</b> 5:00 p.m. to 7:00 p.m. <i>Dinner served at 4:30 p.m.</i>  Empower U Community Health Center, 7900 NW 27 <sup>th</sup> Avenue, Suite C3A, Miami 33147	Testimonial  Vacancy Review and New Member Nominations  Planning for and/or holding Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: _____  Allowable Medical Conditions  September 3: Get On Board! Topic:  _____	Report to other committees and the Partnership and/or request information	September 9: National African Immigrants and Refugee HIV/AIDS and Hepatitis Awareness Day  September 18: National HIV/AIDS and Aging Awareness Day  September 27: National Gay Men's HIV/AIDS Awareness Day	Officer Nominations.
<b>Monday, October 27</b> 5:00 p.m. to 7:00 p.m. <i>Dinner served at 4:30 p.m.</i>  Latinos Salud, 640 NE 124 <sup>th</sup> Street, Miami 33131  <i>This may conclude the committee's business for the year.</i>	Testimonial  Vacancy Review and New Member Nominations  Planning for and/or holding Recruitment Event(s)  Call Ryan White Program clients to introduce them to the Partnership and invite them to participate; calls to be made from BSR  <u>Applicant Interviews</u>	Service Description: _____  Integrated Planning  October 1: New Member Orientation	Report to other committees and the Partnership and/or request information	October 15: National Latinx AIDS Awareness Day  November 20: Trans Day of Remembrance  December 1: World AIDS Day	

## Notes

### *Save the dates*

- Wednesday, November 5 – Get on Board!
- Monday, November 24 – Roundtable Placeholder
  
- Wednesday, December 3 – Get on Board!
- Monday, December 29 – Roundtable Placeholder

- RSVP online or to [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com).
- Meeting materials are available at [www.aidsnet.org/the-partnership/#roundtable1](http://www.aidsnet.org/the-partnership/#roundtable1)
- All meeting dates are subject to change.



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| XIII. | Adjournment   | Roundtable Chair |

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## New Member Recruitment Script

*Working Draft for the February 24, 2025 Community Coalition Roundtable*

---

1. Hello is this \_\_\_\_\_?

- a. If **NO** Thank you. I will try to reach \_\_\_\_\_ at a later time. Goodbye.  
*Do not leave a message. Call ends. Make a note on the call sheet.*
- b. If **YES** Good morning (afternoon). My name is \_\_\_\_\_ and I'm a member of the Miami-Dade HIV/AIDS Partnership.

The Partnership is a local planning council that works to improve Ryan White Program HIV services.

I'm calling you today because last September or October you took a Ryan White Program client satisfaction survey and on that survey you said you may be interested in receiving more information about our local planning council.

Your input matters as we plan new services for people with HIV and work to improve the services we're currently providing.

## 2. Would you like to know more?

a. If **NO** Well, thank you for your time today. Before I let you go, **would you like to be on our email list to get notices of meetings and community events for people with HIV?**

If **NO** Thanks again for taking my call. Have a great day.  
**Call ends. Make a note on the call sheet.**

If **YES** Great, I'll take your email address now.  
*Repeat the email address and write it clearly.*

Please know that you're always welcome to come to a planning council meeting to learn more and meet our members.

You can find all the details on our website at [www.aidsnet.org](http://www.aidsnet.org) or call 305-445-1076 and ask for Christina.

*Do not give your personal email or phone number.*

Thanks for your time and have a great day.  
**Call ends. Make a note on the call sheet.**

b. If **YES** Great! The best way to learn more about the Partnership is to come to a Community Coalition Roundtable where you'll meet me and other members.

We have a light dinner, learn about Ryan White Program services and community events, and work on member recruitment strategies.

Our next Roundtable is Monday, March 31, at 3:30 PM at Care Resource at 3510 Biscayne Boulevard.

I'll be attending the Roundtable, so you'll already know at least one person there! As a reminder, my name is \_\_\_\_\_.

### 3. Are you available on March 31?

- a. If **NO** Oh, that's too bad. Well, we meet again in April so we'll give you a call back before that meeting.

Let me just confirm your phone number.

*Repeat the number you called.*

**And, may I add your email to our planning council email list for meeting and event updates?**

*Repeat the email address and write it clearly.*

Please know that you're always welcome to come to a planning council meeting to learn more and meet our members.

You can find all the details on our website at [www.aidsnet.org](http://www.aidsnet.org) or call 305-445-1076 and ask for Christina.

Thanks again for your time. Goodbye

*Do not give your personal email or phone number.*

**Call ends. Make a note on the call sheet.**

- b. If **YES** Great! I'll give you the address. Let me know when you're ready.

So, it's March 31 at 3:30 PM at Care Resource, 3510 Biscayne Boulevard. It will be in the First Floor Community Room. And we're providing a light early dinner.

This is an open meeting, so feel free to invite a friend to join you.

**And, may I add your email to our planning council email list for meeting and event updates?**

*Repeat the email address and write it clearly.*

Great. Thank you. Do you have any questions before I let you go?

*Depending on the questions, see Call Sheet notes for assistance.*

If you'd like more information about the Partnership, check out our website at [www.aidsnet.org](http://www.aidsnet.org) or call 305-445-1076 and ask for Christina.

*Do not give your personal email or phone number.*

Thanks again for your time. I'll see you on March 31 at Care Resource. Goodbye.

**Call ends. Make a note on the call sheet.**

# ~ MARCH 2025 ~ Miami-Dade HIV/AIDS Partnership Calendar ~

Monday	Tuesday	Wednesday	Thursday	Friday	 <p><b>MIAMI-DADE HIV/AIDS PARTNERSHIP</b></p> <p>The Miami-Dade HIV/AIDS Partnership is the Official Ryan White Program Planning Council in Miami-Dade County. Our members are people with HIV and people who care about people with HIV!</p> <p><b>People with HIV are encouraged to participate!</b></p> <p>All events on this calendar are open to the public.</p> <h2>RSVP</h2> <p>Your participation matters! Please let us know if you're coming to the meeting!</p> <p>RSVP to (305) 445-1076 or <a href="mailto:mdcpartnership@behavioralscience.com">mdcpartnership@behavioralscience.com</a></p> <h3>Be prepared!</h3> <p>Go to <a href="http://www.aidsnet.org">www.aidsnet.org</a> or click on your meeting for agendas, minutes, and meeting documents.</p> <h3>Stay connected!</h3>  
<b>3</b>	<b>4</b> <b>Miami-Dade HIV/AIDS Partnership</b> 10:00 AM to 12:00 PM at MDC Main Library	<b>5</b> <b>Get on Board! Planning Council Member Enrichment Training</b> 12:00 PM to 1:00 PM via Microsoft Teams	<b>6</b>	<b>7</b>	
<b>10</b> 🚫 National Women & Girls HIV/AIDS Awareness Day	<b>11</b>	<b>12</b>	<b>13</b> <b>Care &amp; Treatment Committee</b> 10:00 AM to 12:00 PM at Care Resource	<b>14</b> <b>Strategic Planning Committee</b> 10:00 AM to 12:00 PM at BSR Corp.	
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b> 🚫 National Native HIV/AIDS Awareness Day <b>Housing Committee</b> 2:00 PM to 4:00 PM at Care Resource	<b>21</b>	
<b>24</b>	<b>25</b>	<b>26</b> <b>Executive Committee</b> 10:00 AM to 12:00 PM at BSR Corp.	<b>27</b> <b>Prevention Committee</b> 10:00 AM to 12:00 PM at FDOH-Health District Center	<b>28</b> <b>Medical Care Subcommittee</b> 9:30 AM to 11:30 PM at BSR Corp.	
<b>31</b> <b>Community Coalition Roundtable</b> 4:00 PM to 6:00 PM (Dinner at 3:30 PM) at Care Resource	<p><b>MEETING LOCATIONS</b></p> <p><b>BSR Corp. ~ Behavioral Science Research Corp.</b>, 2121 Ponce de Leon Boulevard., Suite 240, Coral Gables, FL 33134</p> <p><b>Care Resource Community Health Centers</b>, Midtown Miami, 3510 Biscayne Boulevard, 1<sup>st</sup> Floor Community Room, Miami, FL 33137</p> <p><b>FDOH-Health District Center</b> - 1350 NW 14th Street, Conference Room 401B, Miami, FL 33125</p> <p><b>Miami-Dade County Main Library</b>, 101 West Flagler Street, Auditorium, Miami, FL 33130</p>				



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# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

Monday, February 24, 2025

5:00 PM – 7:00 PM  
(Dinner served at 4:30 PM)

Care 4 U Community Health Center  
4690 NW 7th Avenue, Miami, FL 33127

### AGENDA

- |  |                  |
|--|------------------|
| I. Call to Order   | Lamar McMullen   |
| II. Introductions  | All              |
| III. Recognition of Meeting Host   | Lamar McMullen   |
| IV. Housekeeping   | Lamar McMullen   |
| V. Floor Open to the Public  | Lamar McMullen   |
| VI. Review/Approve Agenda  | All              |
| VII. Review/Approve Minutes of January 27, 2025  | All              |
| VIII. Reports  |                  |
| ▪ Membership   | Staff            |
| □ Vacancy Review   |                  |
| □ Source of Income Filing  |                  |
| IX. Standing Business  | All              |
| ▪ 2025 Officer Elections   |                  |
| X. <b>New Business</b>   | <b>Staff</b>     |
| ▪ <b>Calendar of 2025 Activities</b>   |                  |
| □ Recruitment Event Planning   |                  |
| □ Script Development and Phone Bank Scheduling   |                  |
| □ <b>Getting to Know Ryan White Services: Medical Case Management</b>  |                  |
| □ Grantee Reports  |                  |
| □ Report to Other Committees (as needed)   |                  |
| XI. Announcements and Open Discussion  | All              |
| XII. Next Roundtable: March 31, 2025, at 3:30 PM at Care Resource CHC,<br>3510 Biscayne Boulevard, 1 <sup>st</sup> Floor Community Room, Miami, FL 33137 | Roundtable Chair |
| XIII. Adjournment  | Roundtable Chair |

*Special thanks to our meeting host, Care 4 U!*

For more information about the Community Coalition, please contact Christina Bontempo,  
(305) 445-1076 x106 or [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com).

Follow Us: [www.aidsnet.org](http://www.aidsnet.org) | [facebook.com/HIVPartnership](https://facebook.com/HIVPartnership) | [instagram.com/hiv\\_partnership](https://instagram.com/hiv_partnership)

**MEDICAL CASE MANAGEMENT,  
INCLUDING TREATMENT ADHERENCE SERVICES**

*(Year 34 Service Priorities: #1 for Part A and #for MAI)*

**Medical Case Management, including Treatment Adherence Services (hereinafter referred to as Medical Case Management)** are core medical services. The local Ryan White Program Medical Case Management service category has two (2) distinct components: **Medical Case Management and the Peer Education and Support Network (PESN)**. Subrecipient providers (“providers”) are required to offer both components of this service category. Medical Case Management services help clients improve health outcomes. As such, Medical Case Management providers should be able to analyze the care that a client receives to ensure that the client is obtaining the services necessary to improve his, her or their health outcomes.

The Health Resources and Services Administration’s HIV/AIDS Bureau (HRSA/HAB) defines Medical Case Management as a range of client-centered activities focused on improving health outcomes in support of the HIV Care Continuum. Activities may be prescribed by an interdisciplinary team that includes other specialty care providers. Medical Case Management includes all methods of encounters (e.g., face-to-face meetings, phone contact, and any other documented forms of communication). Key activities include: 1) initial assessment of service needs (including review of medical, financial, social, and other needs, upon intake); 2) development of a comprehensive, individualized service plan (including coordination of services required to implement the plan); 3) timely and coordinated access to medically appropriate levels of health and support services and continuity of care; 4) continuous client monitoring to assess the efficacy of the care plan; 5) re-evaluation of the care plan at least every six months with adaptations as necessary or more often as needed; 6) ongoing assessment of the client’s and other key family members’ needs and personal support systems; 7) treatment adherence counseling to ensure readiness for and adherence to complex HIV treatments; and 8) client-specific advocacy and/or review of utilization of services. In addition to providing the medically oriented services above, Medical Case Managers may also provide benefits/entitlement counseling and referral activities (to core medical and support services) by assisting eligible clients in obtaining access to other public and private programs for which they may be eligible (e.g., Medicaid, Medicare, Medicare Part D, State AIDS Drug Assistance Program, Pharmaceutical Manufacturer’s Patient Assistance Programs, other state or local health care and supportive services, and insurance plans through the ACA Health Insurance Marketplaces/Exchanges).

Visits to ensure readiness for and adherence to complex HIV treatments shall be considered either billable under Medical Case Management or Outpatient/Ambulatory Health Services, depending on how the visit occurred. Treatment Adherence Services provided during a Medical Case Management visit shall be reported in the Medical Case Management service category (using the ADH billing code indicated below); whereas,

Treatment Adherence services provided during an Outpatient/Ambulatory Health Service visit shall be reported under the Outpatient/Ambulatory Health Services category (using the appropriate CPT billing code).

The purpose and objectives of Medical Case Management are: 1) to maintain the client in ongoing medical care and treatment to improve client health outcomes; 2) to coordinate services across funding streams; 3) to reduce service duplication across providers; 4) to assist the client with accessing needed services; 5) to use available funds and services in the most efficient and effective manner; 6) to increase the client's adherence to the care plan (i.e., medication regimen) through counseling; 7) to empower clients to remain as independent as possible; and 8) to control costs while ensuring that client needs are properly addressed.





Scan for documents



# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

Monday, February 24, 2025

5:00 PM – 7:00 PM  
(Dinner served at 4:30 PM)

Care 4 U Community Health Center  
4690 NW 7th Avenue, Miami, FL 33127

### AGENDA

- |  |                  |
|--|------------------|
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| ▪ Membership   | Staff            |
| □ Vacancy Review   |                  |
| □ Source of Income Filing  |                  |
| IX. Standing Business  | All              |
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| ▪ <b>Calendar of 2025 Activities</b>   |                  |
| □ Recruitment Event Planning   |                  |
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| XIII. Adjournment  | Roundtable Chair |

*Special thanks to our meeting host, Care 4 U!*

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For more information about the Community Coalition, please contact Christina Bontempo,  
(305) 445-1076 x106 or [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com).

Follow Us: [www.aidsnet.org](http://www.aidsnet.org) | [facebook.com/HIVPartnership](https://facebook.com/HIVPartnership) | [instagram.com/hiv\\_partnership](https://instagram.com/hiv_partnership)

**RYAN WHITE PART A GRANT AWARD (Grant #: BURW3201)**  
**EARMARK ALLOCATION AND EXPENDITURE RECONCILIATION SCHEDULE YR34**  
**FORMULA AND SUPPLEMENTAL FUNDING**  
**Per Resolution #s: R-1162-21, R-246-20, R-247-20 & R-817-19**

This report includes YTD paid reimbursements for FY 2024 Part A service months up to November 2024, as of 12/30/2024. This report reflects reimbursement requests that were due by 12/20/2024, and have been paid thus far. Pending Part A reimbursement requests that have been received and are in the review process currently total \$5,166,871.97 One of 18 contracts has not been executed; pending resolution of a due diligence item.

Project #: BURW3403	AWARD AMOUNTS	ACTIVITIES	
Grant Award Amount Formula	16,389,150.00	FORMULA	
Grant Award Amount FY22 Formula	2,353.00	PY_FORMULA	
Grant Award Amount Supplemental	6,799,165.00	SUPPLEMENTAL	FY 2024 Award
Grant Award Amount FY22 Supplemental	1,620,086.00	PY_SUPPLEMENTAL	\$24,810,754
Carryover Award of FY'23 Formula Funds	795,210.00	CARRYOVER	
<b>Total Award</b>	<b>\$ 25,605,964.00</b>		



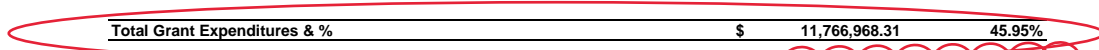
Priority Order	CONTRACT ALLOCATIONS/ FORMULA, SUPPLEMENTAL & CARRYOVER		
		Allocations	Carryover (C/O) Allocations
<b>DIRECT SERVICES:</b>			
<b>Core Medical Services</b>			
8	AIDS Pharmaceutical Assistance	7,679.00	
6	Health Insurance Services	328,454.00	
1	Medical Case Management	6,063,727.00	
3	Mental Health Therapy/Counseling	69,501.00	
4	Oral Health Care	4,082,857.00	
2	Outpatient/Ambulatory Health Svcs	8,020,778.00	
9	Substance Abuse - Outpatient	9,441.00	
CORE Services Totals:		18,582,437.00	
<b>Support Services</b>			
12	Emergency Financial Assistance	0.00	
5	Food Bank	972,532.00	795,210.00
13	Medical Transportation	253,654.00	
15	Other Professional Services	40,274.00	
14	Outreach Services	149,032.00	
7	Substance Abuse - Residential	1,731,750.00	
SUPPORT Services Totals:		3,147,242.00	795,210.00
FY 2024 Award (not including C/O)		21,729,679.00	
<b>DIRECT SERVICES TOTAL:</b>		<b>\$ 22,524,889.00</b>	

CURRENT CONTRACT EXPENDITURES			
<b>DIRECT SERVICES:</b>			
Account	Core Medical Services	Expenditures	Carryover (C/O) Expenditures
5606970000	AIDS Pharmaceutical Assistance	1,280.24	
5606920000	Health Insurance Services	140,286.73	
5606870000	Medical Case Management	1,859,089.85	
5606860000	Mental Health Therapy/Counseling	41,210.00	
5606900000	Oral Health Care	1,810,027.00	
5606610000	Outpatient/Ambulatory Health Svcs	4,358,890.46	
5606910000	Substance Abuse - Outpatient	1,290.00	
CORE Services Totals:		8,212,074.28	
Account	Support Services	Expenditures	Carryover Expenditures
5606940000	Emergency Financial Assistance	0.00	
5606980000	Food Bank	529,492.20	0.00
5606460000	Medical Transportation	66,764.26	
5606890000	Other Professional Services	28,494.00	
5606950000	Outreach Services	68,326.34	
5606930000	Substance Abuse - Residential	1,155,250.00	
SUPPORT Services Totals:		1,848,326.80	0.00
FY 2024 Award (not including C/O)		10,060,401.08	
<b>TOTAL EXPENDITURES DIRECT SVCS &amp; % :</b>		<b>\$ 10,060,401.08</b>	<b>44.66%</b>



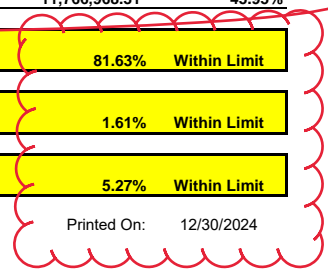
Total Core Allocation	18,582,437.00	
Target at least 80% core service allocation	17,383,743.20	
<b>Current Difference (Short) / Over</b>	<b>\$ 1,198,693.80</b>	
<b>Recipient Admin. (GC, GTL, BSR Staff)</b>	<b>\$ 2,478,819.00</b>	
<b>Quality Management</b>	<b>\$ 602,256.00</b>	3,081,075.00
<b>(+) Unobligated Funds / (-) Over Obligated:</b>		
Unobligated Funds (Formula & Supp)	\$ -	
Unobligated Funds (Carry Over)	\$ -	\$ -
		25,605,964.00

<b>Formula Expenditure %</b>	<b>67.35%</b>	
5606710000 <b>Recipient Administration</b>	<b>1,306,567.23</b>	
5606880000 <b>Quality Management</b>	<b>400,000.00</b>	1,706,567.23
<b>Grant Unexpended Balance</b>	<b>FY 2023 Award</b>	<b>Carryover</b>
	<b>13,043,785.69</b>	<b>795,210.00</b>
		13,838,995.69
<b>Total Grant Expenditures &amp; %</b>	<b>\$ 11,766,968.31</b>	<b>45.95%</b>



<b>Core medical % against Total Direct Service Allocation (Not including C/O):</b>	<b>85.52%</b>	<b>Within Limit</b>
<b>Quality Management % of Total Award (Not including C/O):</b>	<b>2.43%</b>	<b>Within Limit</b>
<b>OMB-GC Administrative % of Total Award (Cannot include C/O):</b>	<b>9.99%</b>	<b>Within Limit</b>

<b>Core medical % against Total Direct Service Expenditures (Not including C/O):</b>	<b>81.63%</b>	<b>Within Limit</b>
<b>Quality Management % of Total Award (Not including C/O):</b>	<b>1.61%</b>	<b>Within Limit</b>
<b>OMB-GC Administrative % of Total Award (Cannot include C/O):</b>	<b>5.27%</b>	<b>Within Limit</b>



**RYAN WHITE PART A GRANT AWARD (Grant#: BURW3201)**  
**EARMARK ALLOCATION AND EXPENDITURE RECONCILIATION SCHEDULE YR34**  
**MINORITY AIDS INITIATIVE (MAI) FUNDING**  
**Per Resolution #s: R-1162-21, R-246-20, R-247-20 & R-817-19**

This report includes YTD paid reimbursements for FY 2024 MAI service months up to November 2024, as of 12/30/2024. This report reflects reimbursement requests that were due by 12/20/2024, and have been paid thus far. Pending MAI reimbursement requests that have been received and are in the review process currently total \$157,072.34.

PROJECT #: BURW3403	AWARD AMOUNTS	ACTIVITIES
Grant Award Amount MAI	2,600,572.00	MAI
Carryover Award of FY'23 MAI Funds	1,474,770.00	MAI_CARRYOVER
<b>Total Award</b>	<b>\$ 4,075,342.00</b>	

Priority Order	CONTRACT ALLOCATIONS		
	Allocations	Carryover (C/O) Allocations	
<b>DIRECT SERVICES:</b>			
<b>Core Medical Services</b>			
1	350,102.00	661,318.00	1,011,420.00
3	18,960.00		
2	1,024,748.00	712,385.00	1,737,133.00
6	8,058.00		
CORE Services Totals: 1,401,868.00 1,373,703.00			
<b>Support Services</b>			
5	0.00		
13	7,628.00	8,300.00	15,928.00
7	39,816.00		
SUPPORT Services Totals: 47,444.00 8,300.00			
FY 2024 Award (not including C/O) 1,449,312.00			
FY 2024 Carryover Award 1,382,003.00			
<b>DIRECT SERVICES TOTAL: \$ 2,831,315.00</b>			

Total Core Allocation	1,401,868.00
Target at least 80% core service allocation	1,166,089.60
<b>Current Difference (Short) / Over</b>	<b>\$ 235,778.40</b>
<b>Recipient Admin. (OMB-GC)</b>	<b>\$ 260,057.00</b>
<b>Quality Management</b>	<b>\$ 100,000.00</b>
	360,057.00 \$ 3,191,372.00
<b>(+) Unobligated Funds / (-) Over Obligated:</b>	
Unobligated Funds (MAI)	\$ 791,203.00
Unobligated Funds (Carry Over)	\$ 92,767.00
	883,970.00 4,075,342.00

<b>Core medical % against Total Direct Service Allocation (Not including C/O):</b>	<b>96.73%</b>	<b>Within Limit</b>
Cannot be under 75%		
<b>Quality Management % of Total Award (Not including C/O):</b>	<b>3.85%</b>	<b>Within Limit</b>
Cannot be over 5%		
<b>OMB-GC Administrative % of Total Award (Cannot include C/O):</b>	<b>10.00%</b>	<b>Within Limit</b>
Cannot be over 10%		

CURRENT CONTRACT EXPENDITURES			
Account	Core Medical Services	Expenditures	Carryover (C/O)
			Expenditures
<b>DIRECT SERVICES:</b>			
<b>Core Medical Services</b>			
5606970000	AIDS Pharmaceutical Assistance		
5606920000	Health Insurance Services		
5606870000	Medical Case Management	347,707.30	218,558.55
5606860000	Mental Health Therapy/Counseling	1,527.50	566,265.85
5606900000	Oral Health Care		
5606610000	Outpatient/Ambulatory Health Svcs	363,727.84	229,384.58
5606910000	Substance Abuse - Outpatient	0.00	593,112.42
CORE Services Totals: 712,962.64 447,943.13			
<b>Support Services</b>			
5606940000	Emergency Financial Assistance	0.00	
5606980000	Food Bank		
5606460000	Medical Transportation	6,881.69	6,881.69
5606890000	Other Professional Services		
5606950000	Outreach Services	16,590.00	
5606930000	Substance Abuse - Residential		
SUPPORT Services Totals: 23,471.69 0.00			
FY 2024 Award (not including C/O) 736,434.33			
<b>TOTAL EXPENDITURES DIRECT SVCS &amp; %: \$ 1,184,377.46 41.83%</b>			

5606710000	<b>Recipient Administration</b>	<b>82,425.03</b>	
5606880000	<b>Quality Management</b>	<b>66,666.64</b>	149,091.67
<b>Grant Unexpended Balance</b>			
		<b>FY 2024 Award</b>	<b>Carryover</b>
		1,715,046.00	1,026,826.87
<b>Total Grant Expenditures &amp; % (Including C/O): \$ 1,333,469.13 32.72%</b>			

<b>Core medical % against Total Direct Service Expenditures (Not including C/O):</b>	<b>96.81%</b>	<b>Within Limit</b>
Cannot be under 75%		
<b>Quality Management % of Total Award (Not including C/O):</b>	<b>2.56%</b>	<b>Within Limit</b>
Cannot be over 5%		
<b>OMB-GC Administrative % of Total Award (Cannot include C/O):</b>	<b>3.17%</b>	<b>Within Limit</b>
Cannot be over 10%		

**RYAN WHITE PART A PROGRAM  
MIAMI-DADE COUNTY EMA**

MONTHLY AND YEAR-TO-DATE SERVICE UTILIZATION SUMMARY  
FOR THE PERIOD OF:

**November 2024**

**FUNDING SOURCE(S) INCLUDED:**

Ryan White Part A  
Ryan White MAI

**SERVICE CATEGORIES**

**Core Medical Services**

AIDS Pharmaceutical Assistance (LPAP/CPAP)

Health Insurance Premium and Cost Sharing Assistance

**Medical Case Management**

Mental Health Services

Oral Health Care

**Outpatient Ambulatory Health Services**

Substance Abuse Outpatient Care

**Support Services**

**Food Bank/Home Delivered Meals**

Medical Transportation

Other Professional Services

Outreach Services

Substance Abuse Services (residential)

	Service Units		Unduplicated Client Count	
	<u>Monthly</u>	<u>Year-to-date</u>	<u>Monthly</u>	<u>Year-to-date</u>
AIDS Pharmaceutical Assistance (LPAP/CPAP)	2	28	2	5
Health Insurance Premium and Cost Sharing Assistance	5	3,056	5	1,447
<b>Medical Case Management</b>	4,907	71,944	<b>2,507</b>	8,096
Mental Health Services	29	522	20	101
Oral Health Care	456	7,762	360	2,520
<b>Outpatient Ambulatory Health Services</b>	2,370	22,821	<b>1,321</b>	4,157
Substance Abuse Outpatient Care	5	25	4	8
<b>Support Services</b>				
<b>Food Bank/Home Delivered Meals</b>	1,132	9,711	<b>385</b>	802
Medical Transportation	125	4,311	118	809
Other Professional Services	35	317	13	71
Outreach Services	31	296	23	216
Substance Abuse Services (residential)	585	4,929	27	71
<b>TOTALS:</b>	9,682	125,722		

Total unduplicated clients (month):

3,806

**Total unduplicated clients (YTD):**

8,772

See Service Unit  
Definitions on page 4

Page 1 of 4

**RYAN WHITE PART A PROGRAM  
MIAMI-DADE COUNTY EMA**

MONTHLY AND YEAR-TO-DATE SERVICE UTILIZATION SUMMARY

FOR THE PERIOD OF:

**November 2024**

**FUNDING SOURCE(S) INCLUDED:**

**Ryan White Part A**

**SERVICE CATEGORIES**

**Core Medical Services**

AIDS Pharmaceutical Assistance (LPAP/CPAP)

Health Insurance Premium and Cost Sharing Assistance

**Medical Case Management**

Mental Health Services

Oral Health Care

**Outpatient Ambulatory Health Services**

Substance Abuse Outpatient Care

**Support Services**

**Food Bank/Home Delivered Meals**

Medical Transportation

Other Professional Services

Outreach Services

Substance Abuse Services (residential)

**Service Units**

**Unduplicated Client Count**

**Monthly**

**Year-to-date**

**Monthly**

**Year-to-date**

2

28

2

5

5

3,056

5

1,447

3,985

61,431

**2,149**

7,763

28

494

19

82

456

7,762

360

2,520

2,262

20,588

**1,267**

3,981

5

25

4

8

1,132

9,711

**385**

802

112

4,163

105

781

35

317

13

71

28

268

21

196

585

4,929

27

71

**TOTALS:**

8,635

112,772

**Total unduplicated clients (month):**

**3,498**

**Total unduplicated clients (YTD):**

**8,633**

**RYAN WHITE PART A PROGRAM  
MIAMI-DADE COUNTY EMA**

MONTHLY AND YEAR-TO-DATE SERVICE UTILIZATION SUMMARY

FOR THE PERIOD OF:

**November 2024**

**FUNDING SOURCE(S) INCLUDED:**

**Ryan White MAI**

**SERVICE CATEGORIES**

**Core Medical Services**

**Medical Case Management**

Mental Health Services

**Outpatient Ambulatory Health Services**

**Support Services**

**Medical Transportation**

Outreach Services

**Service Units**

**Unduplicated Client Count**

**Monthly**

**Year-to-date**

**Monthly**

**Year-to-date**

922

10,513

**520**

1,043

1

28

1

19

108

2,233

**70**

620

13

148

**13**

34

3

28

2

20

**TOTALS:**

1,047

12,950

**Total unduplicated clients (month):**

**569**

**Total unduplicated clients (YTD):**

**1,399**

Miami-Dade County Ryan White Part A/MAI Program

**Service Unit Definitions**

Service Categories	Service Unit Definition
<b>Core Medical Services</b>	
AIDS Pharmaceutical Assistance (Local Pharmaceutical Assistance Program; LPAP)	1 filled prescription
Health Insurance Premium & Cost Sharing Assistance	1 health insurance payment (copayment or deductible)
Medical Case Management (MCM; Incl. Treatment Adherence)	1 MCM encounter
Mental Health Services	1 individual or group encounter
Oral Health Care	1 oral health care visit
Outpatient/Ambulatory Health Services	1 medical visit
Substance Abuse Outpatient Care	1 individual or group encounter
<b>Support Services</b>	
Emergency Financial Assistance (limited access)	1 filled prescription
Food Bank	1 bag of groceries
Medical Transportation	1 medical transportation voucher or one-way rideshare trip
Other Professional Services (Legal Assistance & Permanency Planning)	1 hour of legal assistance
Outreach Services	1 individual encounter
Substance Abuse Services-Residential	1 day of residential substance abuse services

NOTE: MAI-funded services are limited to minority clients from priority subpopulations or emerging need subpopulations.



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# MIAMI-DADE HIV/AIDS PARTNERSHIP

## Community Coalition Roundtable

Monday, February 24, 2025

5:00 PM – 7:00 PM  
(Dinner served at 4:30 PM)

Care 4 U Community Health Center  
4690 NW 7th Avenue, Miami, FL 33127

### AGENDA

- |  |                  |
|--|------------------|
| I. Call to Order   | Lamar McMullen   |
| II. Introductions  | All              |
| III. Recognition of Meeting Host   | Lamar McMullen   |
| IV. Housekeeping   | Lamar McMullen   |
| V. Floor Open to the Public  | Lamar McMullen   |
| VI. Review/Approve Agenda  | All              |
| VII. Review/Approve Minutes of January 27, 2025  | All              |
| VIII. Reports  |                  |
| ▪ Membership   | Staff            |
| □ Vacancy Review   |                  |
| □ Source of Income Filing  |                  |
| IX. Standing Business  | All              |
| ▪ 2025 Officer Elections   |                  |
| X. <b>New Business</b>   | <b>Staff</b>     |
| ▪ <b>Calendar of 2025 Activities</b>   |                  |
| □ Recruitment Event Planning   |                  |
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| XI. Announcements and Open Discussion  | All              |
| XII. Next Roundtable: March 31, 2025, at 3:30 PM at Care Resource CHC,<br>3510 Biscayne Boulevard, 1 <sup>st</sup> Floor Community Room, Miami, FL 33137 | Roundtable Chair |
| XIII. Adjournment  | Roundtable Chair |

*Special thanks to our meeting host, Care 4 U!*

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MIAMI-DADE  
HIV/AIDS PARTNERSHIP

# Report for Action!

## *Partnership Meeting Briefing for Member Enrichment*

Join Partnership Staff for a *30-minute briefing* before your March 4, 2025, Partnership meeting. We'll walk you through your meeting docs on [aidsnet.org/the-partnership/](https://aidsnet.org/the-partnership/) and highlight meeting action items. Items to review may include:

- Committee Report to the Partnership
- Membership Report
- Top Line Summary Reports: Part A/MAI, Part B, ADAP, GR, HOPWA
- New Business
- And more!

Friday, February 28, 2025

12:00 PM - 12:30 PM

Upcoming dates:

- Friday, February 28
- Friday, April 4
- Friday, May 2
- Friday, May 30
- Thursday, July 3
- Friday, August 1
- Friday, August 29
- Friday, October 3
- Friday, October 31
- Thursday, December 4



**JOIN VIA MICROSOFT TEAMS**

Meeting ID: 238 353 321 012

Passcode: pW9t2mR7

Questions? Contact us at [mdcpartnership@behavioralscience.com](mailto:mdcpartnership@behavioralscience.com)



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# ~ MARCH 2025 ~ Miami-Dade HIV/AIDS Partnership Calendar ~

Monday	Tuesday	Wednesday	Thursday	Friday	 <p><b>MIAMI-DADE HIV/AIDS PARTNERSHIP</b></p> <p>The Miami-Dade HIV/AIDS Partnership is the Official Ryan White Program Planning Council in Miami-Dade County. Our members are people with HIV and people who care about people with HIV!</p> <p><b>People with HIV are encouraged to participate!</b></p> <p>All events on this calendar are open to the public.</p> <h2>RSVP</h2> <p>Your participation matters! Please let us know if you're coming to the meeting!</p> <p>RSVP to (305) 445-1076 or <a href="mailto:mdcpartnership@behavioralscience.com">mdcpartnership@behavioralscience.com</a></p> <h3>Be prepared!</h3> <p>Go to <a href="http://www.aidsnet.org">www.aidsnet.org</a> or click on your meeting for agendas, minutes, and meeting documents.</p> <h3>Stay connected!</h3>  
<b>3</b>	<b>4</b> <b>Miami-Dade HIV/AIDS Partnership</b> 10:00 AM to 12:00 PM at MDC Main Library	<b>5</b> <b>Get on Board! Planning Council Member Enrichment Training</b> 12:00 PM to 1:00 PM via Microsoft Teams	<b>6</b>	<b>7</b>	
<b>10</b> 🚫 National Women & Girls HIV/AIDS Awareness Day	<b>11</b>	<b>12</b>	<b>13</b> <b>Care &amp; Treatment Committee</b> 10:00 AM to 12:00 PM at Care Resource	<b>14</b> <b>Strategic Planning Committee</b> 10:00 AM to 12:00 PM at BSR Corp.	
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b> 🚫 National Native HIV/AIDS Awareness Day <b>Housing Committee</b> 2:00 PM to 4:00 PM at Care Resource	<b>21</b>	
<b>24</b>	<b>25</b>	<b>26</b> <b>Executive Committee</b> 10:00 AM to 12:00 PM at BSR Corp.	<b>27</b> <b>Prevention Committee</b> 10:00 AM to 12:00 PM at FDOH-Health District Center	<b>28</b> <b>Medical Care Subcommittee</b> 9:30 AM to 11:30 PM at BSR Corp.	
<b>31</b> <b>Community Coalition Roundtable</b> 4:00 PM to 6:00 PM (Dinner at 3:30 PM) at Care Resource	<p><b>MEETING LOCATIONS</b></p> <p><b>BSR Corp. ~ Behavioral Science Research Corp.</b>, 2121 Ponce de Leon Boulevard., Suite 240, Coral Gables, FL 33134</p> <p><b>Care Resource Community Health Centers</b>, Midtown Miami, 3510 Biscayne Boulevard, 1<sup>st</sup> Floor Community Room, Miami, FL 33137</p> <p><b>FDOH-Health District Center</b> - 1350 NW 14th Street, Conference Room 401B, Miami, FL 33125</p> <p><b>Miami-Dade County Main Library</b>, 101 West Flagler Street, Auditorium, Miami, FL 33130</p>				



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