

# WELCOME

Thank you for attending today's

## Strategic Planning Committee Meeting

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## Strategic Planning Committee

Thursday, April 24, 2025

9:30 AM – 11:30 AM

Behavioral Science Research Corp.  
2121 Ponce de Leon Boulevard, 2<sup>nd</sup> Floor Conference Room  
Coral Gables, FL 33134

### AGENDA

- |       |   |                       |
|-------|---|-----------------------|
| I.    | Call to Order   | Stephanie Stonestreet |
| II.   | Introductions   | All                   |
| III.  | Meeting Housekeeping  | Stephanie Stonestreet |
| IV.   | Floor Open to the Public  | Angela Machado        |
| V.    | Review/Approve Agenda   | All                   |
| VI.   | Review/Approve Minutes of March 14, 2025  | All                   |
| VII.  | Reports   | Staff                 |
|       | ▪ Membership  |                       |
|       | ▪ Partnership   |                       |
| VIII. | Standing Business   | All                   |
|       | ▪ Integrated Planning Update  |                       |
|       | ▪ Annual Report Update  |                       |
|       | ▪ Assessment of the Recipient Administrative Mechanism (AAM)                        |                       |
|       | □ Draft FY 2024 AAM Surveys - Final Review  |                       |
| IX.   | New Business  | All                   |
|       | ▪ Special Projects to Enhance the Completion of Activities for the Next Fiscal Year |                       |
| X.    | Announcements and Open Discussion   | All                   |
| XI.   | Next Meeting: June 10, 2025, 9:30 AM at BSR Corp.                                   | Angela Machado        |
| XII.  | Adjournment   | Stephanie Stonestreet |

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# Meeting Housekeeping Strategic Planning Committee

*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 Strategic Planning Committee is one of six Standing Committees of the Partnership.
- ❑ Strategic Planning Committee members also serve on the Joint Integrated Plan Review Team (JIPRT).
- ❑ 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!

---

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 . . .**<sup>6</sup>

# Meeting Terminology

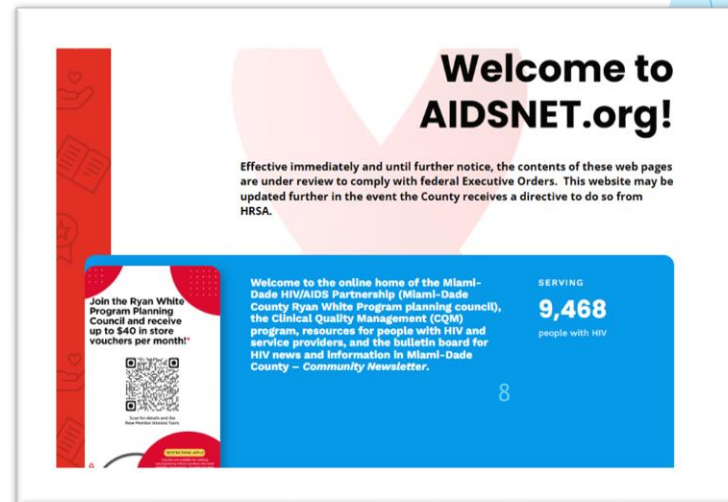
Meetings can be fast-paced and confusing!

- ❑ 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: STRMU: Short-Term Rental, Mortgage and Utilities Assistance; Project-based: Funds designated units in a building; LTRA: Long-Term Rental Assistance (voucher program); and FMR: 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.





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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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**Strategic Planning Committee**  
**Behavioral Science Research Corp.**  
**2121 Ponce de Leon Boulevard, Suite 240, Coral Gables, FL 33134**  
**March 14, 2025 Minutes**

#	Members	Present	Absent
1	Edwards, Shawneaqua	x	
2	Gonzalez, Nilda	x	
3	Machado, Angela		x
4	Poblete, Karen		x
5	Singh, Hardeep	x	
6	Stonestreet, Stephanie	x	
<b>Quorum = 3</b>			

Guests	
Rodriguez, Juan	
Valle-Schwenk, Carla	
Staff	
Bontempo, Christina	
Ladner, Robert	

Note: All documents referenced in these minutes are on file and were accessible to members and the public prior to and during the meeting, at [www.aidsnet.org/the-partnership#strategicplanning1](http://www.aidsnet.org/the-partnership#strategicplanning1).

**I. Call to Order**

Committee Chair, Stephanie Stonestreet, called the meeting to order at 10:10 a.m.

**II. Introductions**

Members, guests, and staff introduced themselves.

**III. Housekeeping/Meeting Rules**

Members and staff took turns reading the *Meeting Housekeeping* PowerPoint slides, which included general reminders, code of conduct, people-first language, information about the Partnership, and meeting participation best practices.

**IV. Floor Open to the Public**

Ms. Stonestreet 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, so the floor was then closed.

**V. Review/Approve Agenda**

Members reviewed the agenda and approved it as presented.

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



**Moved: Nilda Gonzalez**

**Seconded: Hardeep Singh**

**Motion: Passed**

## **VI. Review the Minutes of February 14, 2025**

Members reviewed the minutes of February 14, 2025, and approved the minutes with no changes.

**Motion to approve the minutes of February 14, 2025, as presented.**

**Moved: Hardeep Singh**

**Seconded: Nilda Gonzalez**

**Motion: Passed**

## **VII. Reports**

### **▪ Membership**

Staff advised members that Rita Quintero had that morning submitted a letter of resignation in which she thanked the members for their good work. There are ten (10) vacancies on the committee, including six (6) seats reserved for members of affected community. The Community Coalition is working on actively recruiting members for the Partnership and all committees.

### **▪ Partnership**

Staff advised that the Partnership meeting included passage of several Care and Treatment Committee motions and the recommendation to change the name of the Partnership's website – removing "AIDS" from the name as it might be stigmatizing and a more generic name, likely including "Miami" and "Partnership" could be more inclusive. Further, removal of resources for people who are transgender and gender-affirming care resources is underway to comply with federal executive orders.

## **VIII. Standing Business**

### **▪ 2025 Meeting Dates and Agenda Setting Calendar Updates**

Members received an updated calendar of scheduled activities for the year. Due to scheduling conflicts, the meeting day was proposed to be moved from Fridays to Tuesdays, with a start time of 9:30 a.m. The new dates were included on the Agenda Setting Calendar: Tuesday, May 6; Tuesday, June 10; Tuesday, July 22 (Joint Integrated Plan Review Team); Tuesday, August 12; Tuesday, September 9; and Tuesday, October 21 (Joint Integrated Plan Review Team).

**Motion to move meetings to Tuesdays at 9:30 a.m., as indicated on the Agenda Setting Calendar.**

**Moved: Hardeep Singh**

**Seconded: Nilda Gonzalez**

**Motion: Passed**

### **▪ Assessment of the Recipient Administrative Mechanism (AAM)**

#### **□ Fiscal Year (FY) 2023 AAM Report Findings and Next Steps (*Continued from February*)**

The remaining review was for statements specific to Provide® Enterprise Miami (PE Miami) from the Subrecipient AAM Survey. Members reviewed comments by the Recipient and the database system vendor Groupware Technologies, and finalized discussion of the FY 2023 surveys.

1. The Provide® Enterprise Miami (PE Miami) client database system is reliable.

Ratings of *Neither agree nor disagree* increased in the 2024 survey, and there were no *Disagree* responses. Members discussed how there are too many report options in PE Miami. Groupware Technologies is reviewing all reports. Pending updates include hiding reports that are not being used; grouping reports by topics; and changing the look of the platform to a more user-friendly interface. Having less reports is not expected to speed up the system.

2. The PE Miami client database system is easy to use.

Members discussed the *Strongly disagree* response and suggestion about streamlining the data entry flow. The data entry flow is different for each organization because updates may be done in more than one sitting, therefore a universal data entry protocol might not work for all organizations. Members also discussed that certain fields do not allow updating. There is a workaround of deleting and reentering the data which is not an ideal solution.

3. The PE Miami client database system generates organization-specific data in an efficient and user-friendly manner.

Several comments addressed the concern that generating reports is not user-friendly and that reports, including agency-specific reports, are not easy to obtain. Members discussed the limitations on reporting because not all users have reporting access and unless you know what you are looking for, you may not know how to find a specific reports. The system can generate basic reports; specific SQL queries need to be done by BSR since subrecipients do not have access to the SQL data. A directory of reports would be a helpful tool.

4. The PE Miami client database system vendor, Groupware Technologies, responds promptly and adequately to inquiries, data requests, and system trouble-shooting.

Several comments were vague and not helpful; overall comments indicated response to trouble-shooting takes too long. Members noted that this is due in part to limited staff who can address issues. Also, if a request is not done through the “provide.help” email address, it will not generate a ticket number and is therefore not traceable. Timing on a response to a problem can also depend on the details of how a question is asked or how a problem is presented.

□ **Draft FY 2024 AAM Surveys**

Members reviewed the draft 2024 Subrecipient AAM Survey and recommended several updates to improve the survey.

The introduction should further clarify that only one survey should be submitted per subrecipient. A drop-down of the subrecipient name or links tailored directly to each subrecipient would be helpful to avoid duplication. Also, it should be emphasized that feedback should encompass a wide perspective from the organization such as medical case managers and supervisors, contract managers, and billing managers, with only one person replying for each contracted agency. The introduction will emphasize that results are shared with the Strategic Planning Committee and that respondents are welcome to attend the meetings where the results are reviewed.

Change the question, “How many years have you been with your organization?” to “How many years have you worked with the Ryan White Program?” and included a drop selection of 1-3 years; 4-7 years; 7-9 years; or 10+ years.

Add the option, “Delayed by Recipient for unknown reasons,” to #13 (external factors)

Members will review the revised Subrecipient survey draft and the Partnership member survey draft at their next meeting.

Members discussed simplifying some responses to Yes or No; and decided to keep the current Likert scale since the results can be compared over multiple years.

**IX. New Business**

- **Special Projects to Enhance the Completion of Activities for the Next Fiscal Year**

The meeting time was close to expiring so the item will be included on the next agenda.

The Chair called for a motion to extend the meeting by 10 minutes.

**Motion to extend the meeting by 10 minutes.**

**Moved: Shawneaqua Edwards**

**Seconded: Hardeep Singh**

**Motion: Passed**

**X. Announcements and Open Discussion**

There were no announcements or open discussion items.

**XI. Next Meetings**

Ms. Stonestreet announced the next scheduled meetings are the Joint Integrated Plan Review Team on April 24, and Strategic Planning on May 9.

**XII. Adjournment**

Ms. Stonestreet adjourned the meeting at 12:10 p.m.



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## Membership Report

March 21, 2025

### The Miami-Dade HIV/AIDS Partnership

*The official Ryan White Program Planning Council in Miami-Dade County and the Advisory Board for HIV/AIDS to the Miami-Dade County Mayor and Board of County Commissioners.*

### Opportunities for Ryan White Program Clients

**5** seats are available to Ryan White Program Clients who are not affiliated or employed by a Ryan White Program Part A funded service provider.

### Opportunities for General Membership

**7** seats are open to people with HIV, service providers, and community stakeholders who have reputations of integrity and community service, and possess the relevant knowledge, skills and expertise in these membership categories:

- 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

### Are you a Member?

***Thank you for your service to people with HIV!***  
Be sure to bring a Ryan White client to your next meeting!

### Do You Qualify for Membership?

*If you answer "Yes" to these questions, you could qualify for membership!*

Are you a resident of Miami-Dade County?

Are you a registered voter in Miami-Dade County?

*Note: Some seats for people with HIV are exempt from this requirement.*

Can you volunteer three to five hours per month for Partnership activities?



Get Started Today!  
Scan the QR Code or contact  
[mdcpartnership@behavioralscience.com](mailto:mdcpartnership@behavioralscience.com).



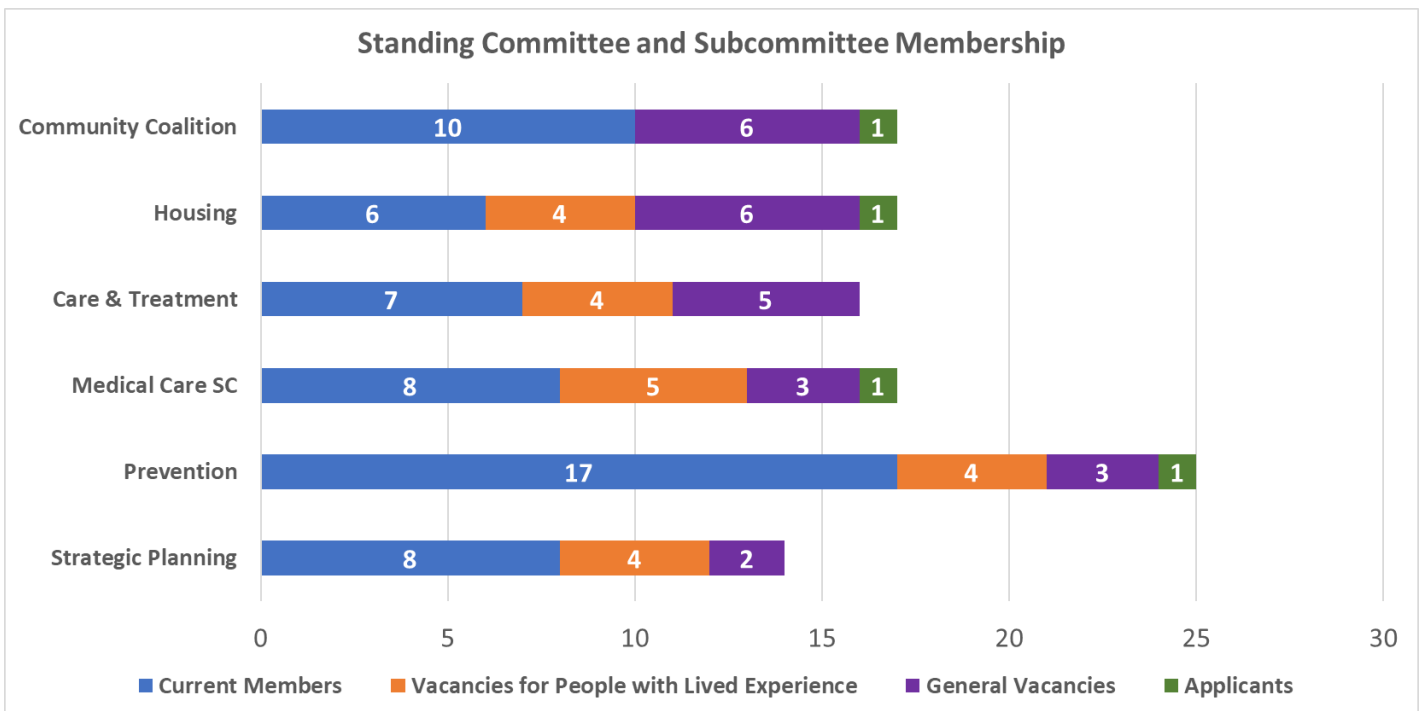


# Committees

Work with a dedicated team of volunteers on these and more Partnership activities to better serve people with HIV in Miami-Dade County!  
*People with HIV are encouraged to join!*

- ⌘ Allocate more than \$27 million in Ryan White Program funds with the **Care and Treatment Committee**
- ⌘ Develop an Annual Report on the State of HIV and the Ryan White Program in Miami-Dade County with the **Strategic Planning Committee**
- ⌘ Recruit and train new Partnership members with the **Community Coalition**
- ⌘ Work with the City of Miami Housing Opportunities for Persons with AIDS Program to address housing challenges for people with HIV/AIDS with the **Housing Committee**
- ⌘ Oversee updates and changes to medical treatment guidelines for the Ryan White Part/MAI Program with the **Medical Care Subcommittee**
- ⌘ Set priorities for Ryan White Program HIV health and support services in Miami-Dade County with the **Care and Treatment Committee**
- ⌘ Share a meal and testimonials at Roundtables with the **Community Coalition**
- ⌘ Develop and monitor the official HIV Prevention and Care Integrated Plan with the **Strategic Planning Committee & Prevention Committee**
- ⌘ Develop your leadership skills and be a committee leader with the **Executive Committee**
- ⌘ Oversee updates and changes to the Ryan White Prescription Drug Formulary with the **Medical Care Subcommittee**
- ⌘ Develop and monitor local Ending the HIV Epidemic activities with the Florida Department of Health in Miami-Dade County with the **Prevention Committee & Strategic Planning Committee**
- ⌘ Be in the know about the latest HIV activities of the Prevention Mobilization Workgroups with the **Prevention Committee**

Visit [www.aidsnet.org/the-partnership/](http://www.aidsnet.org/the-partnership/) for the complete list of applications and details on Partnership and committee membership opportunities. Contact us at [mdcpartnership@behavioralscience.com](mailto:mdcpartnership@behavioralscience.com) or 305-445-1076 for assistance.





## Partnership Report to Committees and Subcommittee March 4, 2025 Meeting

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Supporting documents related to motions in this report are available at [www.aidsnet.org/the-partnership#partnership1](http://www.aidsnet.org/the-partnership#partnership1), or from Behavioral Science Research Corporation (BSR) staff.

For more information, please contact [mdcpartnership@behavioralscience.com](mailto:mdcpartnership@behavioralscience.com).

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Members heard regular reports and approved the following motions:

### Care and Treatment

1. Motion to accept the Medical Case Management service description with edits as presented.
2. Motion to accept the Outreach service description with edits as presented.
3. Motion to accept the Substance Abuse Outpatient Care and Substance Abuse Services (Residential) service description with edits as presented.
4. Motion to approve the Oral Health Care Standards with the edits as presented.
5. Motion to approve the 2025 Provider Capacity Survey as presented.

### Other

6. Motion to table officer elections until April 2025.
  7. Motion to change the name of the Partnership's website, [www.AIDSNET.org](http://www.AIDSNET.org), to a name not containing the terms AIDS or HIV.
- 

The following meeting dates were announced:

- Friday, April 4, 2025, 12:00 p.m.-12:30 p.m.  
Report for Action! February Partnership Meeting Briefing  
Microsoft Teams, ID: 238 353 321 012; Passcode: pW9t2mR7
- Monday, April 7, 2025, 10 a.m.-12:00 p.m.  
Partnership Meeting  
Miami-Dade County Main Library, 101 West Flagler St., Auditorium, Miami, FL 33130
- Monday, May 12, 2025, 10 a.m.-12:00 p.m.  
Partnership Meeting  
Miami-Dade County Main Library, 101 West Flagler St., Auditorium, Miami, FL 33130

# Meeting Announcement!

## Miami-Dade HIV/AIDS Partnership

Monday, May 12, 2025

10:00 a.m. - 12:00 p.m.

*Miami-Dade County Main Library*

*101 West Flagler Street, Auditorium, Miami, FL 33130*

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### Featuring

- ▶ **2025 Annual Miami CFAR Symposium Report**  
Alecia Tramel-McIntyre, Chair, Miami-Dade HIV/AIDS Partnership
- ▶ **HIV Prevention Update**  
Kira Villamizar, Public Health Services Manager, Florida Department of Health in Miami-Dade County
- ▶ **Ryan White Program Updates**  
Daniel T. Wall, Assistant Director, Office of Management and Budget, Miami-Dade County



Scan for details  
and to RSVP  
[aidsnet.org/the-partnership/](https://aidsnet.org/the-partnership/)





Scan for Meeting Documents



## Strategic Planning Committee

Thursday, April 24, 2025

9:30 AM – 11:30 AM

Behavioral Science Research Corp.  
2121 Ponce de Leon Boulevard, 2<sup>nd</sup> Floor Conference Room  
Coral Gables, FL 33134

### AGENDA

- |       |   |                       |
|-------|---|-----------------------|
| I.    | Call to Order   | Stephanie Stonestreet |
| II.   | Introductions   | All                   |
| III.  | Meeting Housekeeping  | Stephanie Stonestreet |
| IV.   | Floor Open to the Public  | Angela Machado        |
| V.    | Review/Approve Agenda   | All                   |
| VI.   | Review/Approve Minutes of March 14, 2025  | All                   |
| VII.  | Reports   | Staff                 |
|       | ▪ Membership  |                       |
|       | ▪ Partnership   |                       |
| VIII. | <b>Standing Business</b>  | <b>All</b>            |
|       | ▪ <b>Integrated Planning Update</b>   |                       |
|       | ▪ Annual Report Update  |                       |
|       | ▪ Assessment of the Recipient Administrative Mechanism (AAM)                        |                       |
|       | □ Draft FY 2024 AAM Surveys - Final Review  |                       |
| IX.   | New Business  | All                   |
|       | ▪ Special Projects to Enhance the Completion of Activities for the Next Fiscal Year |                       |
| X.    | Announcements and Open Discussion   | All                   |
| XI.   | Next Meeting: June 10, 2025, 9:30 AM at BSR Corp.                                   | Angela Machado        |
| XII.  | Adjournment   | Stephanie Stonestreet |

*Please mute or turn off all cellular devices.*

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

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**Bylaws Excerpts - Workgroups**  
Presented to the Strategic Planning Committee  
April 24, 2025

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**SECTION 4.4. Workgroups**

**A. Applications, Nominations, and Requirements**

1. Workgroups shall maintain at all times a fair and open appointment process.
2. Workgroups are appointed as needed by the Partnership to assist a standing committee and the Partnership with a specific issue or need.
3. Membership Requirements
  - a. Pursuant to Section 2-11.36 et seq. of the Code, which sets forth the standards for County boards, all members of workgroups shall:
    - i. Be permanent residents of Miami-Dade County;
    - ii. Be electors of Miami-Dade County, unless the Board of County Commissioners, by a two-thirds vote of its membership, waives this requirement;
    - iii. Have reputations for integrity and community service;
    - iv. Possess the knowledge, skills, and expertise relevant to the position for which they are applying; and
    - v. Be currently employed in the field of expertise they wish to represent (as applicable).
4. Workgroup Appointments
  - a. Partnership members who are not members of a committee, subcommittee, or workgroup shall be appointed to membership in a standing committee, subcommittee, or workgroup by the Partnership Chair.
  - b. All appointees shall be approved for membership by the Partnership.
5. Workgroups are exempt from the restriction to not have representation by more than one (1) representative from a Part A funded subrecipient or other organization.
6. Workgroups are exempt from the requirement to include a minimum number of persons from the affected community.

**B. Term of Office (Workgroups)**

1. Members may serve a maximum of six (6) consecutive years on one (1) or any combination of standing committees, subcommittees, or workgroups.
2. Any workgroup member who completes two consecutive term limits [totaling six (6) years] on one (1) or any combination of standing committees, subcommittees, or workgroups shall be excluded from reapplying for membership as a Partnership member or member of a

standing committee, subcommittee, or workgroup for a period of (2) years, unless such term limit is waived by the Board of County Commissioners.

3. Change in Representative Status

- a. If a member appointed to represent a category listed in Section 3.1 (B) above loses such representative status, fails to maintain the qualifications for membership set forth in Section 2-11.38, fails to maintain attendance requirements, voluntarily resigns, or for other good cause is removed, the member shall forfeit membership on the Partnership.

4. Exemptions

- a. Notwithstanding the above, for the purpose of continuity, a workgroup member's term may be extended beyond the six years specified in Section B.1, above, until the Mayor has appointed a replacement. Such persons may continue as members of the workgroup to which s/he had been appointed.
- b. Members serving an extended term may not stand for election for another term of office, nor may they stand for election as an officer of any committee, subcommittee, or workgroup of which they are a member.
- c. Notwithstanding the above, members appointed to a subcommittee to fill government, Recipient, or other grantee seats may serve as members of the subcommittee for as long as they are designated by their respective agencies to serve in this capacity.

**C. Duties and Responsibilities (Workgroups)**

1. General Requirements

- a. Be able to devote a minimum of two (2) hours per month to workgroup activities, including, but not limited to:
  - i. Replying to subcommittee meeting notices by confirming attendance with Partnership staff;
  - ii. Preparing for meetings by reviewing agendas, minutes, and other materials distributed in advance of a meeting by Partnership staff, in order to facilitate the business of the subcommittee;
  - iii. Attending meetings; and, as appropriate
  - iv. Submitting reports and providing feedback.
- b. Contribute professional and personal expertise to further the work of the Partnership.
- c. Uphold the goals, objectives, policies, and procedures of the Partnership.
- d. Comply with attendance and training requirements detailed in these Bylaws;
- e. Submit an annual Financial Disclosure Statement, required by Section 2-11.1(i) of the Code; and
- f. Adhere to all other federal, state, and local civil rights laws and regulations.

2. Attendance Requirements

- a. All members shall comply with attendance requirements in accordance with Sections 2-11.39 and 2-1102 (G) of the Code, as follows:

- i. Five (5) absences from scheduled workgroup meetings in any County fiscal year (from October 1 of the current calendar year through September 30 of the year following) shall constitute grounds for removal.
- ii. A member is counted as absent from a workgroup meeting if s/he attends the meeting for less than 75% of the scheduled or actual duration of the meeting, whichever is less;
- iii. Absences which are due to Partnership business-related travel are not counted against the total of five (5) absences.

3. Training Requirements

- a. Workgroup members are exempt from the Partnership New Member Orientation and Training and Miami-Dade County Advisory Board Member Ethics Training requirements.
- b. Workgroup members shall comply with all other Partnership and/or Miami-Dade County Government training requirements, as required.

**D. Vacancies (Workgroups)**

- 1. All vacancies on workgroups shall be filled by qualified applicants as approved ; or may be filled by appointment by the Partnership Chair as described in Section 4.3 (A.3), of these Bylaws.
- 2. As vacancies arise, they shall be publicly advertised.
- 3. Workgroup members are selected on recommendation from the Partnership, standing committees, or subcommittees, as appropriate.

**E. Removals (Workgroups)**

- 1. Resignation
  - a. Any member may resign at any time by written notice delivered in person, sent by mail, or emailed to the relevant standing committee Chair or staff.
  - b. Any such resignation shall take effect at the time specified in the notice or, if not so specified, immediately upon receipt of the notice.
  - c. All resigning members are required to complete a Final Financial Disclosure Statement, as required by Section 2-11.1(i) of the Code.
- 2. Attendance Non-compliance
  - a. Five (5) absences in the County fiscal year (October 1 to September 30) shall constitute grounds for removal from the workgroup (see C.2, above). Members will be notified if their membership is at risk due to attendance non-compliance.
  - b. Members of the workgroups removed for attendance non-compliance shall receive written notice by mail or email of their membership termination, and their removal will be reported to the appropriate body.
  - c. Members terminated for attendance non-compliance are required to complete a Final Financial Disclosure Statement, as required by Section 2-11.1(i) of the Code.

3. Change in Position – See complete Bylaws for details.
4. Political Office Qualification – See complete Bylaws for details.
5. Cause – See complete Bylaws for details.

## **ARTICLE 5. Officers**

The Partnership, standing committees, subcommittees, and workgroups shall have an elected Chair and Vice-Chair (Officers).

### **SECTION 5.1. Officers**

#### **B. Standing Committees, Subcommittees, and Workgroups**

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.
2. Officers shall be full voting members.
3. 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.
4. Standing committees, subcommittees, and workgroups shall strive to elect at least one (1) officer who is a person with HIV.
5. 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 or Vice-Chair of the committee under whose purview the workgroup was authorized.



Scan for Meeting Documents



## Strategic Planning Committee

Thursday, April 24, 2025

9:30 AM – 11:30 AM

Behavioral Science Research Corp.  
2121 Ponce de Leon Boulevard, 2<sup>nd</sup> Floor Conference Room  
Coral Gables, FL 33134

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| VI.   | Review/Approve Minutes of March 14, 2025  | All                   |
| VII.  | Reports   | Staff                 |
|       | ▪ Membership  |                       |
|       | ▪ Partnership   |                       |
| VIII. | <b>Standing Business</b>  | <b>All</b>            |
|       | ▪ Integrated Planning Update  |                       |
|       | ▪ <b>Annual Report Update</b>   |                       |
|       | ▪ Assessment of the Recipient Administrative Mechanism (AAM)                        |                       |
|       | □ Draft FY 2024 AAM Surveys - Final Review  |                       |
| IX.   | New Business  | All                   |
|       | ▪ Special Projects to Enhance the Completion of Activities for the Next Fiscal Year |                       |
| X.    | Announcements and Open Discussion   | All                   |
| XI.   | Next Meeting: June 10, 2025, 9:30 AM at BSR Corp.                                   | Angela Machado        |
| XII.  | Adjournment   | Stephanie Stonestreet |

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| VII.  | Reports   | Staff                 |
|       | ▪ Membership  |                       |
|       | ▪ Partnership   |                       |
| VIII. | Standing Business   | All                   |
|       | ▪ Integrated Planning Update  |                       |
|       | ▪ Annual Report Update  |                       |
|       | ▪ <b>Assessment of the Recipient Administrative Mechanism (AAM)</b>                 |                       |
|       | <input type="checkbox"/> <b>Draft FY 2024 AAM Surveys - Final Review</b>            |                       |
| IX.   | New Business  | All                   |
|       | ▪ Special Projects to Enhance the Completion of Activities for the Next Fiscal Year |                       |
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## **Fiscal Year 2024-2025**

**This survey refers to activities from March 1, 2024, through February 28, 2025.**

**All Miami-Dade HIV/AIDS Partnership members are asked to complete the survey.**

**The Recipient is the Miami-Dade County Office of Management and Budget-Grants Coordination.**

**Results will be distributed to all respondents and shared with the Strategic Planning Committee. You are welcome to attend Strategic Planning Committee meetings to review results and assist with process improvement.**

**Please complete no later than May 30, 2025.**

### **Notes:**

- Responses are tallied and reported in aggregate form without identifying information.
- Your responses will be saved if you need to complete the survey in more than one session.
- A separate survey will be distributed to Ryan White Program subrecipients addressing these issues and other concerns. If you represent both a subrecipient AND are a Partnership member, you are asked to complete two surveys.
- The Assessment of the Recipient Administrative Mechanism (AAM) is a Health Resources and Services Administration (HRSA)-mandated evaluation, and a major activity of the Miami-Dade HIV/AIDS Partnership Strategic Planning Committee.

**Thank you!**

\* 1. Please enter your First and Last Name (Your name is required for tracking responses and will not be included in the final report.)

Name



## **Reporting**

**March 1, 2024, through February 28, 2025**



\* 2. The Miami-Dade County Office of Management and Budget-Grants Coordination (“the Recipient”) kept the Partnership well informed of policies, procedures, and updates from HRSA which impact the Ryan White Program.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



### Reporting

\* 3. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Miami-Dade County Office of Management and Budget-Grants Coordination (“the Recipient”) kept the Partnership well informed of policies, procedures, and updates from HRSA which impact the Ryan White Program.*



### Reporting

\* 4.



## Grantee/Recipient Top Line Summary Reports

As of March 3, 2025

This report includes top line summaries of Grantee/Recipient monthly expenditure and utilization reports.

Complete reports are posted at <https://aidsnet.org/the-partnership/#pshipreports1>. You are encouraged to review all reports prior to the meeting. All data are subject to review and editing.

For additional guidance on reading and understanding reports, staff is available to host the Get on Board! Training session on this topic. Contact [mdpartnership@behavioralscience.com](mailto:mdpartnership@behavioralscience.com) to schedule a training.

### Ryan White Program Part A /Minority AIDS Initiative (MAI)

Services from March 2024 through January 2025, as of February 26, 2025

#### Ryan White Program Part A

#### Minority AIDS Initiative (MAI)

##### Service Utilization (Number of Clients Served)

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> 4,187 clients in January 2025</li> <li><input type="checkbox"/> 9,074 clients Year-to-Date (YTD)</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> 630 clients in January 2025</li> <li><input type="checkbox"/> 1,480 clients YTD</li> </ul> |
|---|--|

##### Top Three Services by Clients Served - January 2025

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. 3,321 clients – Medical Case Management (MCM)</li> <li>2. 1,343 clients – Outpatient/Ambulatory Health Services (OAHS)</li> <li>3. 432 clients – Oral Health Care</li> </ol> | <ol style="list-style-type: none"> <li>1. 596 clients – MCM</li> <li>2. 65 clients – OAHS</li> <li>3. 33 clients – Medical Transportation</li> </ol> |
|--|--|

##### Expenditures (Resource Allocations)

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> \$14,994,324.99 in direct services (67%)<br/><i>Approximately 13% increase since last month's report.</i></li> <li><input type="checkbox"/> \$17,130,056.51 in total grant expenditures (67%)<br/><i>Approximately 12% increase since last month's report.</i></li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> \$1,384,906.06 in direct services (49%)<br/><i>Approximately 3% increase since last month's report.</i></li> <li><input type="checkbox"/> \$1,550,664.39 in total grant expenditures (38%)<br/><i>Approximately 2% increase since last month's report.</i></li> </ul> |
|---|---|

##### Top Three Services by Expenditures (Including Carryover Funds)

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>1. \$5,142,547.57 – OAHS</li> <li>2. \$3,768,074.75 – MCM</li> <li>3. \$2,699,914.00 – Oral Health Care</li> </ol> | <ol style="list-style-type: none"> <li>1. \$690,257.10 – MCM</li> <li>2. \$669,162.86 – OAHS</li> <li>3. \$16,590.00 – Outreach</li> </ol> |
|---|--|

#### Program Notes

- The County is continuing to monitor the impact of recent federal Executive Orders and will notify the Miami-Dade HIV/AIDS Partnership, subrecipients, the HIV community, and other stakeholders of related impacts on the Ryan White Program, if any, once confirmed by our funder. The County's message is, "Please note that our office is closely monitoring this situation. Until we have further confirmed information on how or if these changes will affect the Ryan White Program, please continue to provide client services as usual. Remind clients of the importance of treatment adherence. Encourage the use of telehealth and medication delivery for clients who don't want to (or can't) come into the clinic or office."
- All FY 2024 contracts were executed as of Jan. 2025. The County is continuing with catching up on payments.
- Three FY 2024 RWP contract amendments are in the final stages of the signature process as of February 26, 2025, and will be executed no later than close of business on February 28, 2025.
- Pending reimbursement requests that have been received and are in the payment review process currently total: \$5,196,422.35 (Part A); and \$260,183.00 (MAI).
- The total Part A & MAI combined unduplicated client count is 9,199 clients.

The Top Line Summary is helpful for understanding funding which impacts the Ryan White Program.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



## Reporting

\* 5. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Top Line Summary is helpful for understanding funding which impacts the Ryan White Program.*



## Reporting

**March 1, 2024, through February 28, 2025**

\* 6.

FY 2023 FINAL

**RYAN WHITE PART A GRANT AWARD (Grant #: BURW3201)**  
**EARMARK ALLOCATION AND EXPENDITURE RECONCILIATION SCHEDULE YR33**  
**FORMULA AND SUPPLEMENTAL FUNDING**  
 Per Resolution #s: R-1162-21, R-246-20, R-247-20 & R-817-19

PART A & MAI

Project #:	AWARD AMOUNTS	ACTIVITIES	
Grant Award Amount Formula	16,452,284.00	FORMULA	FY 2023 Award
Grant Award Amount Supplemental	8,494,893.00	SUPPLEMENTAL	\$27,559,342
Grant Award Amount MAI	2,621,581.00	MAI	
Carryover Award FY22 Formula	723,098.00	CARRYOVER	
Carryover Award FY22 MAI	980,216.00	MAI_CARRYOVER	
<b>Total Award</b>	<b>\$ 29,262,164.00</b>		

**Note:**  
The recipient has reached its Formula minimum expenditures threshold of 95%.

Priority Order

**CONTRACT ALLOCATIONS/ FORMULA, SUPPLEMENTAL & CARRYOVER**

**DIRECT SERVICES:**

Core Medical Services	Allocations	Carryover (C/O)	Allocations
0 AIDS Pharmaceutical Assistance	3,455.00		
6 Health Insurance Services	358,700.00		
2 Medical Case Management	6,557,477.00	490,109.00	
9 Mental Health Therapy/Counseling	80,730.00		
6 Oral Health Care	3,701,975.00		
5 Outpatient/Ambulatory Health Svcs	8,972,447.00	490,109.00	
12 Substance Abuse - Outpatient	14,896.00		
<b>CORE Services Totals:</b>	<b>19,889,470.00</b>	<b>980,218.00</b>	

**SUPPORT SERVICES:**

Support Services	Allocations	Carryover	Allocations
4 Emergency Financial Assistance	0.00		
7 Food Bank	1,979,244.00	723,098.00	
13 Medical Transportation	203,947.00		
15 Other Professional Services	97,448.00		
14 Outreach Services	189,097.00		
10 Substance Abuse - Residential	1,568,552.00		
<b>SUPPORT Services Totals:</b>	<b>4,038,289.00</b>	<b>723,098.00</b>	
<b>FY 2023 Award (not including C/O)</b>	<b>23,727,759.00</b>		

**DIRECT SERVICES TOTAL:**

**\$ 26,431,076.00**

Total Core Allocation	19,889,470.00
Target at least 95% core service allocation	15,982,707.70
<b>Current Difference (Short) / Over</b>	<b>\$ 3,906,762.30</b>

**Recipient Admin. (GC, GTL, BSR Staff) \$ 2,565,884.00**

**Quality Management \$ 700,000.00 3,255,884.00**

<b>(+) Unobligated Funds / (-) Over Obligated:</b>	
Unobligated Funds (Formula & Supp)	\$ -
Unobligated Funds (Carry Over)	\$ -
Unobligated Funds (MAI)	\$ 575,206.00
Unobligated Funds (Carry Over)	\$ -
	\$ 575,206.00 29,262,164.00

**Core medical % against Total Direct Service Allocation (Not including C/O):**

Cannot be under 75% **82.98%** Within Limit

**Quality Management % of Total Award (Not including C/O):**

Cannot be over 5% **2.54%** Within Limit

**OMB-GC Administrative % of Total Award (Cannot include C/O):**

Cannot be over 10% **9.27%** Within Limit

**CURRENT CONTRACT EXPENDITURES**

**DIRECT SERVICES:**

Account	Core Medical Services	Expenditures	Carryover (C/O)	Expenditures
5606970000	AIDS Pharmaceutical Assistance	1,109.97		
5606920000	Health Insurance Services	324,143.01		
5606870000	Medical Case Management	6,135,811.55	374,265.45	6,510,077.00
5606980000	Mental Health Therapy/Counseling	59,426.25		
5606900000	Oral Health Care	3,631,649.00		
5606610000	Outpatient/Ambulatory Health Svcs	8,349,759.74	439,048.67	8,788,808.41
5606910000	Substance Abuse - Outpatient	1,440.00		
<b>CORE Services Totals:</b>	<b>19,316,553.24</b>	<b>813,314.12</b>		

**SUPPORT SERVICES:**

Account	Support Services	Expenditures	Carryover	Expenditures
5606940000	Emergency Financial Assistance	0.00		
5606980000	Food Bank	1,979,131.90	723,098.00	2,702,229.90
5606480000	Medical Transportation	198,897.18		
5606990000	Other Professional Services	71,730.00		
5606950000	Outreach Services	153,681.05		
5606930000	Substance Abuse - Residential	1,358,250.00		
<b>SUPPORT Services Totals:</b>	<b>3,751,890.13</b>	<b>723,098.00</b>		
<b>FY 2023 Award (not including C/O)</b>	<b>23,078,343.37</b>			

**TOTAL EXPENDITURES DIRECT SVCS & %:**

**Part A \$ 23,801,341.37 93.69%**

**Funds Eligible for Carryover \$796,210.00 \$1,474,770.00 \$2,269,980.00**

**Formula Expenditure % 96.17%**

**5606710000 Recipient Administration 2,234,898.69**

**5606980000 Quality Management 700,000.00 2,934,898.69**

**Grant Unexpended Balance**

**FY 2023 Award 2,938,020.16 Carryover 166,903.86 2,525,924.04**

**Total Grant Expenditures & % \$ 26,736,239.96 91.37%**

**Core medical % against Total Direct Service Expenditures (Not including C/O):**

Cannot be under 75% **83.10%** Within Limit

**Quality Management % of Total Award (Not including C/O):**

Cannot be over 5% **2.54%** Within Limit

**OMB-GC Administrative % of Total Award (Cannot include C/O):**

Cannot be over 10% **8.11%** Within Limit

Printed on: 6/10/2023

I understand the information presented on the Recipient's Ryan White Program Part A/Minority AIDS Initiative (MAI) expenditure reports.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



Reporting

\* 7. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *I understand the information presented on the Recipient's Ryan White Program Part A/Minority AIDS Initiative (MAI) expenditure reports.*



Priority Setting and Resource Allocations  
March 1, 2024, through February 28, 2025

\* 8.

FY 2023 FINAL

**RYAN WHITE PART A GRANT AWARD (Grant #: BURW3201)**  
**EARMARK ALLOCATION AND EXPENDITURE RECONCILIATION SCHEDULE YR33**  
**FORMULA AND SUPPLEMENTAL FUNDING**  
**Per Resolution #s: R-1162-21, R-246-20, R-247-20 & R-817-19**

PART A & MAI

Project #:	AWARD AMOUNTS	ACTIVITIES	
Grant Award Amount Formula	16,452,284.00	FORMULA	FY 2023 Award
Grant Award Amount Supplemental	8,494,893.00	SUPPLEMENTAL	\$27,558,342
Grant Award Amount MAI	2,621,581.00	MAI	
Carryover Award FY22 Formula	723,098.00	CARRYOVER	
Carryover Award FY22 MAI	980,216.00	MAI_CARRYOVER	
<b>Total Award</b>	<b>\$ 29,262,164.00</b>		

**Note:**  
The recipient has reached its Formula minimum expenditures threshold of 95%.

Priority Order

CONTRACT ALLOCATIONS/ FORMULA, SUPPLEMENTAL & CARRYOVER			
DIRECT SERVICES:		Carryover (C/O)	
<b>Core Medical Services</b>	<b>Allocations</b>	<b>Allocations</b>	
3 AIDS Pharmaceutical Assistance	3,455.00		
6 Health Insurance Services	358,700.00		
2 Medical Case Management	6,557,477.00	490,109.00	7,047,586
9 Mental Health Therapy/Counseling	80,730.00		
6 Oral Health Care	3,701,975.00		
5 Outpatient/Ambulatory Health Svcs	8,972,447.00	490,109.00	9,462,556
12 Substance Abuse - Outpatient	14,896.00		
<b>CORE Services Totals:</b>	<b>19,889,470.00</b>	<b>980,218.00</b>	

CURRENT CONTRACT EXPENDITURES			
DIRECT SERVICES:		Carryover (C/O)	
<b>Core Medical Services</b>	<b>Expenditures</b>	<b>Expenditures</b>	
5606970000 AIDS Pharmaceutical Assistance	1,109.97		
5606920000 Health Insurance Services	324,143.01		
5606870000 Medical Case Management	6,135,811.55	374,265.45	6,510,077.00
5606980000 Mental Health Therapy/Counseling	59,426.25		
5606900000 Oral Health Care	3,631,649.00		
5606610000 Outpatient/Ambulatory Health Svcs	8,349,759.74	439,048.67	8,788,808.41
5606910000 Substance Abuse - Outpatient	1,440.00		
<b>CORE Services Totals:</b>	<b>19,316,553.24</b>	<b>813,314.12</b>	

SUPPORT SERVICES			
Support Services	Allocations	Carryover	Allocations
4 Emergency Financial Assistance	0.00		
7 Food Bank	1,979,244.00	723,098.00	2,702,342
13 Medical Transportation	203,947.00		
15 Other Professional Services	97,449.00		
14 Outreach Services	189,097.00		
10 Substance Abuse - Residential	1,568,552.00		
<b>SUPPORT Services Totals:</b>	<b>4,038,289.00</b>	<b>723,098.00</b>	
<b>FY 2023 Award (not including C/O)</b>	<b>23,727,759.00</b>		

SUPPORT SERVICES			
Support Services	Expenditures	Carryover	Expenditures
5606940000 Emergency Financial Assistance	0.00		
5606980000 Food Bank	1,979,131.90	723,098.00	2,702,229.90
5606480000 Medical Transportation	198,897.18		
5606990000 Other Professional Services	71,730.00		
5606950000 Outreach Services	153,681.05		
5606930000 Substance Abuse - Residential	1,358,250.00		
<b>SUPPORT Services Totals:</b>	<b>3,751,890.13</b>	<b>723,098.00</b>	
<b>FY 2023 Award (not including C/O)</b>	<b>23,078,343.37</b>		

<b>DIRECT SERVICES TOTAL:</b>		<b>\$ 26,431,076.00</b>	
Total Core Allocation	19,889,470.00		
Target at least 95% core service allocation	15,882,702.70		
<b>Current Difference (Short) / Over</b>	<b>\$ 4,006,767.30</b>		
<b>Recipient Admin. (GC, GTL, BSR Staff)</b>	<b>\$ 2,565,884.00</b>		
<b>Quality Management</b>	<b>\$ 700,000.00</b>	3,255,884.00	
<b>(+) Unobligated Funds / (-) Over Obligated:</b>			
Unobligated Funds (Formula & Supp)	\$ -		
Unobligated Funds (Carry Over)	\$ -		
Unobligated Funds (MAI)	\$ 575,206.00		
Unobligated Funds (Carry Over)	\$ -		
		\$ 575,205.00	29,262,164.00

<b>TOTAL EXPENDITURES DIRECT SVCS &amp; %:</b>	<b>Part A</b>	<b>MAI</b>	
<b>Funds Eligible for Carryover</b>	<b>\$796,210.00</b>	<b>\$1,474,770.00</b>	\$2,269,980.00
<b>Formula Expenditure %</b>	<b>96.17%</b>		
5606710000 Recipient Administration	2,234,898.69		
5606880000 Quality Management	700,000.00		2,934,898.59
<b>Grant Unexpended Balance</b>	<b>FY 2023 Award</b>	<b>Carryover</b>	
	<b>2,958,020.16</b>	<b>166,903.86</b>	2,525,924.04
<b>Total Grant Expenditures &amp; %</b>	<b>\$ 26,736,239.96</b>		<b>91.37%</b>

<b>Core medical % against Total Direct Service Allocation (Not including C/O):</b>	<b>82.98%</b>	<b>Within Limit</b>
Cannot be under 75%		
<b>Quality Management % of Total Award (Not including C/O):</b>	<b>2.54%</b>	<b>Within Limit</b>
Cannot be over 5%		
<b>OMB-GC Administrative % of Total Award (Cannot include C/O):</b>	<b>9.27%</b>	<b>Within Limit</b>
Cannot be over 10%		

<b>Core medical % against Total Direct Service Expenditures (Not including C/O):</b>	<b>83.10%</b>	<b>Within Limit</b>
Cannot be under 75%		
<b>Quality Management % of Total Award (Not including C/O):</b>	<b>2.54%</b>	<b>Within Limit</b>
Cannot be over 5%		
<b>OMB-GC Administrative % of Total Award (Cannot include C/O):</b>	<b>8.11%</b>	<b>Within Limit</b>
Cannot be over 10%		

The Recipient followed the Partnership's recommendations for service priorities and resource allocations.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



Priority Setting and Resource Allocations

\* 9. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient followed the Partnership's recommendations for service priorities and resource allocations.*



### Priority Setting and Resource Allocations

**March 1, 2024, through February 28, 2025**

\* 10. The Recipient effectively administered Part A/MAI funds according to priorities set by the Partnership.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



### Priority Setting and Resource Allocations

\* 11. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient effectively administered Part A/MAI funds according to priorities set by the Partnership.*



### Sweeps / Reallocations

**March 1, 2024, through February 28, 2025**

\* 12. The Recipient communicated clearly to the Partnership on expenditure changes related to the Part A/MAI sweeps/reallocation process (changing the distribution of funds among service categories to balance underspending with increased funding requests).

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



### Sweeps / Reallocations

\* 13. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient communicated clearly to the Partnership on expenditure changes related to the Part A/MAI sweeps/reallocation process (changing the distribution of funds among service categories to balance underspending with increased funding requests).*



### Resource Allocations (Demographics)

**March 1, 2024, through February 28, 2025**

\* 14. Based on Needs Assessment data, HIV/AIDS services funded by Part A/MAI were directed toward the demographic population(s) of greatest need.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



### Resource Allocations (Demographics)

\* 15. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *Based on Needs Assessment data, HIV/AIDS services funded by Part A/MAI were directed toward the demographic population(s) of greatest need.*

### Resource Allocations (Geographic Need)

**March 1, 2024, through February 28, 2025**

\* 16. Based on Needs Assessment data, HIV/AIDS services funded by Part A/MAI were directed toward the geographic area(s) of greatest need.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)

### Resource Allocations (Geographic Need)

\* 17. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *Based on Needs Assessment data, HIV/AIDS services funded by Part A/MAI were directed toward the geographic area(s) of greatest need.*

Administration

March 1, 2024, through February 28, 2025

\* 18. The Recipient responded to inquiries, requests, and problem-solving needs from the Partnership, including those related to the Partnership’s Needs Assessment (Priority Setting and Resource Allocations) in a timely manner.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



Administration

19. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient responded to inquiries, requests, and problem-solving needs from the Partnership, including those related to the Partnership’s Needs Assessment (Priority Setting and Resource Allocations) in a timely manner.*



Administration

March 1, 2024, through February 28, 2025

\* 20. The Recipient's staff was courteous and respectful.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



### Administration

\* 21. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient's staff was courteous and respectful.*



### Administration

**March 1, 2024, through February 28, 2025**

\* 22. Behavioral Science Research Corp. (BSR), the Recipient's HIV planning council staff support contractor, responded to inquiries, requests, and problem-solving needs from the Partnership.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Comments: Strengths, weaknesses & suggestions (optional)



### Administration

\* 23. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *Behavioral Science Research Corp. (BSR), the Recipient's HIV planning council staff support contractor, responded to inquiries, requests, and problem-solving needs from the Partnership.*

24. OPTIONAL: Additional comments/suggestions regarding the Recipient, BSR, and/or other matters.

Fiscal Year 2024-2025

**This survey refers to activities from March 1, 2024, through February 28, 2025.**

**All Ryan White Program Part A/MAI-funded subrecipients must complete the survey.**

**This survey link is specific to your organization. More than one person can contribute responses. It is recommended to include input from medical case managers, MCM supervisors, contract managers, and billing managers when completing the survey. Topics include contract negotiation and execution, compliance, technical assistance, staff communication, and Provide Enterprise® Miami.**

**Results will be distributed to all respondents and shared with the Strategic Planning Committee. You are welcome to attend Strategic Planning Committee meetings to review results and assist with process improvement.**

**Please complete no later than May 30, 2025.**

**Notes:**

- **The Recipient is the Miami-Dade County Office of Management and Budget-Grants Coordination.**
- **Responses are tallied and reported in aggregate form without identifying information.**
- **Your responses will be saved if you need to complete the survey in more than one session or if more than one person is responding.**
- **A separate survey will be distributed to Miami-Dade HIV/AIDS Partnership members addressing these issues and other concerns. If you represent both a subrecipient AND are a Partnership member, you are asked to complete two surveys.**
- **The Assessment of the Recipient Administrative Mechanism (AAM) is a Health Resources and Services Administration (HRSA)-mandated evaluation, and a major activity of the Miami-Dade HIV/AIDS Partnership Strategic Planning Committee.**

**Thank you!**

\* 1. Please enter your Organization's Name

Organization

\* 2. Primary Respondent: Please enter the First and Last Name and Title of the primary person completing this survey. (This is required for tracking responses and will not be included in the final report.)

*You can include up to two additional people in the next section.*

First and last name of  
primary person  
completing this survey

Title of primary person  
completing this survey

\* 3. Primary Respondent: How many years have you worked with the Ryan White Program?

- 0 to 3 years
- 4-9 years
- 10 years or more

4. OPTIONAL Second Respondent: Please enter the First and Last Name and Title of the second respondent completing the survey.

First and last name of second respondent completing survey

Title of second respondent completing survey

5. Second Respondent: How many years have you worked with the Ryan White Program?

- 0 to 3 years
- 4-9 years
- 10 years or more

6. OPTIONAL Third Respondent: Please enter the First and Last Name and Title of the third respondent completing the survey.

First and last name of third respondent completing survey

Title of third respondent completing survey

7. Third Respondent: How many years have you worked with the Ryan White Program?

- 0 to 3 years
- 4-9 years
- 10 years or more

**Contract Negotiation**

**March 1, 2024, through February 28, 2025**

\* 8. The Miami-Dade County Office of Management and Budget-Grants Coordination (“the Recipient”) conducted a fair contract negotiation process with our organization.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Contract Negotiation

\* 9. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Miami-Dade County Office of Management and Budget-Grants Coordination (“the Recipient”) conducted a fair contract negotiation process with our organization.*

### Award Notification

**March 1, 2024, through February 28, 2025**

\* 10. The Recipient sent award notifications/letters to our organization in a timely manner.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Award Notification

\* 11. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient sent award notifications/letters to our organization in a timely manner.*

## Contract Execution

March 1, 2024, through February 28, 2025

\* 12. The Recipient executed our organization's contract in a timely manner.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

## Contract Execution

\* 13. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient executed our organization's contract in a timely manner.*

## Contract Execution

March 1, 2024, through February 28, 2025

\* 14. Were there internal factors within your organization that led to delayed contract execution?

- Yes
- No
- N/A - Our contract was executed on time.



## Contract Execution

\* 15. Please select up to three internal factors that led to delayed contract execution. You can also include other internal factors in the comment box.

- Difficulty obtaining the necessary paperwork.
- Difficulty obtaining the necessary signatures.
- Limited time due to other contract execution demands.
- Limited time due to program monitoring schedule.
- Delayed by Board of Directors process(es).
- Delayed by our internal document routing process(es).

Other internal factors

## Contract Execution

March 1, 2024, through February 28, 2025

\* 16. Were there external factors with the Recipient that led to delays in contract execution?

- Yes
- No
- N/A - Our contract was executed on time.

## Contract Execution

\* 17. Please select up to three external factors that led to delayed contract execution. You can also include other external factors in the comment box.

- Delayed by the lateness of the Notice of Award.
- Delayed due to a contract language revision.
- Delayed due to multiple contract language revisions.
- Delayed in obtaining approval for the allocated amounts assigned to our agency.
- Delayed by Recipient for unknown reasons.

Other external factors

## Contract Execution

March 1, 2024, through February 28, 2025

\* 18. Did delays in contract execution cause service disruptions and/or organizational disruptions?

- Yes
- No
- N/A - Our contract was executed on time.

## Contract Execution

\* 19. Please select up to three service disruptions and/or organizational disruptions resulting from delayed contract execution. You can also include additional feedback in the comment box.

- Delayed services to existing clients.
- Inability to expand services for existing clients.
- Inability to accommodate new clients.
- Delayed payroll.
- Unable to hire additional staff.
- Delayed billing (accounts payable).
- Interrupted cashflow.
- Unable to complete facilities upgrades with reserve funding.

Other service disruptions and/or organizational disruptions

## Reimbursements

March 1, 2024, through February 28, 2025

\* 20. There were no significant differences between billed versus reimbursed amounts for our organization that were not discussed prior to any disallowance.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

## Reimbursements

\* 21. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *There were no significant differences between billed versus reimbursed amounts for our organization that were not discussed prior to any disallowance.*

## Utilization and Expenditures

March 1, 2024, through February 28, 2025

\* 22. The Recipient contacted our organization to review utilization and expenditures that were not on target.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

## Utilization and Expenditures

\* 23. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient contacted our organization to review utilization and expenditures that were not on target.*

## Utilization and Reimbursements

March 1, 2024, through February 28, 2025

\* 24. The Recipient reviewed our organization’s service utilization and reimbursement requests submissions in a timely manner.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Utilization and Reimbursements

\* 25. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient reviewed our organization’s service utilization and reimbursement requests submissions in a timely manner.*

### Payment of Invoices

**March 1, 2024, through February 28, 2025**

\* 26. After contract execution, the Recipient provided payment to our organization within 30 days of submission of complete and accurate invoices.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Payment of Invoices

\* 27. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *After contract execution, the Recipient provided payment to our organization within 30 days of submission of complete and accurate invoices.*

## Payment of Invoices

March 1, 2024, through February 28, 2025

\* 28. The Recipient clearly explained any holds or disallowances on reimbursement requests.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

## Payment of Invoices

\* 29. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient clearly explained any holds or disallowances on reimbursement requests.*

## Communication

March 1, 2024, through February 28, 2025

\* 30. The Recipient provided our organization with a clear explanation of Ryan White Program reporting requirements (i.e., Ryan White HIV/AIDS Program Services Report (RSR), Annual Progress Report, client eligibility screening, etc.).

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Communication

\* 31. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient provided our organization with a clear explanation of Ryan White Program reporting requirements (i.e., Ryan White HIV/AIDS Program Services Report (RSR), Annual Progress Report, client eligibility screening, etc.).*

### Communication

**March 1, 2024, through February 28, 2025**

\* 32. Communication between the Recipient and our organization has been timely.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Communication

\* 33. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *Communication between the Recipient and our organization has been timely.*

## Communication

March 1, 2024, through February 28, 2025

\* 34. Communication between the Recipient and our organization has been effective.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

## Communication

\* 35. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *Communication between the Recipient and our organization has been effective.*

## Communication

March 1, 2024, through February 28, 2025

\* 36. The Recipient informed our organization of reallocation processes (sweeps) to identify unmet needs or service gaps, and the requirements of a spending plan in order to adjust our organization's budget during the contract year.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Communication

\* 37. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient informed our organization of reallocation processes (sweeps) to identify unmet needs or service gaps, and the requirements of a spending plan in order to adjust our organization's budget during the contract year.*

### Communication

**March 1, 2024, through February 28, 2025**

\* 38. The Recipient kept our organization well informed of Miami-Dade HIV/AIDS Partnership decisions that impact Ryan White Program subrecipients (e.g., approval of or changes to service definitions, notice of Prescription Drug Formulary changes, updates to Allowable Medical Conditions, changes to billable services, etc.).

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)



## Communication

\* 39. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient kept our organization well informed of Miami-Dade HIV/AIDS Partnership decisions that impact Ryan White Program subrecipients (e.g., approval of or changes to service definitions, notice of Prescription Drug Formulary changes, updates to Allowable Medical Conditions, changes to billable services, etc.).*

## Compliance

March 1, 2024, through February 28, 2025

\* 40. When contract non-compliance issues were raised, the Recipient provided adequate time for remediation specific to the issue.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

## Compliance

\* 41. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *When contract non-compliance issues were raised, the Recipient provided adequate time for remediation specific to the issue.*

## Technical Assistance

March 1, 2024, through February 28, 2025

\* 42. When/if our organization requested programmatic and/or fiscal technical assistance or training, it was provided in a timely manner.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Technical Assistance

\* 43. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *When/if our organization requested programmatic and/or fiscal technical assistance or training, it was provided in a timely manner.*

### Technical Assistance

March 1, 2024, through February 28, 2025

\* 44. In response to our requests, the Recipient provided guidance and clarification to our organization for any program-related document, reporting requirement, or other requested items, in a timely manner.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Technical Assistance

\* 45. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *In response to our requests, the Recipient provided guidance and clarification to our organization for any program-related document, reporting requirement, or other requested items, in a timely manner.*

## Technical Assistance

March 1, 2024, through February 28, 2025

\* 46. The Recipient responded adequately to inquiries, requests, and problem-solving needs from our organization.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

## Technical Assistance

\* 47. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient responded adequately to inquiries, requests, and problem-solving needs from our organization.*

## Staff

March 1, 2024, through February 28, 2025

\* 48. The Recipient's staff was courteous and respectful.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

**Staff**

\* 49. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Recipient's staff was courteous and respectful.*

**Staff**

**March 1, 2024, through February 28, 2025**

\* 50. Behavioral Science Research Corp. (BSR), the Recipient's Ryan White Program Clinical Quality Management contractor, responded adequately to inquiries, requests, and problem-solving from our organization.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

**Staff**

\* 51. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *BSR, the Recipient's Ryan White Program Clinical Quality Management contractor, responded adequately to inquiries, requests, and problem-solving from our organization.*

### Provide Enterprise® Miami

March 1, 2024, through February 28, 2025

\* 52. The Groupware Technologies, LLC (GTL) Provide Enterprise® Miami (PE Miami) client data management system is reliable.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Provide Enterprise® Miami

\* 53. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The Groupware Technologies, LLC (GTL) Provide Enterprise® Miami (PE Miami) client data management system is reliable.*

### Provide Enterprise® Miami

March 1, 2024, through February 28, 2025

\* 54. The PE Miami client database system is easy to use.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable.

Comments: Strengths, weaknesses & suggestions (optional)

**Provide Enterprise® Miami**

\* 55. Please **explain your concern and suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The PE Miami client database system is easy to use.*

**Provide Enterprise® Miami**

**March 1, 2024, through February 28, 2025**

\* 56. The PE Miami client database system generates organization-specific data in an efficient and user-friendly manner.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

**Provide Enterprise® Miami**

57. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The PE Miami client database system generates organization-specific data in an efficient and user-friendly manner.*

### Provide Enterprise® Miami

March 1, 2024, through February 28, 2025

\* 58. The PE Miami client database system vendor, Groupware Technologies, responds promptly and adequately to inquiries, data requests, and system trouble-shooting.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Not applicable

Comments: Strengths, weaknesses & suggestions (optional)

### Provide Enterprise® Miami

59. Please **explain your concern** and **suggest a solution** for a "Disagree" or "Strongly disagree" response to the statement: *The PE Miami client database system vendor, Groupware Technologies, responds promptly and adequately to inquiries, data requests, and system trouble-shooting.*

### Additional Comments - Optional

60. Please offer additional comments or suggestions regarding the Recipient, BSR, PE Miami, Groupware Technologies, and/or other matters.



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## Strategic Planning Committee

Thursday, April 24, 2025

9:30 AM – 11:30 AM

Behavioral Science Research Corp.  
2121 Ponce de Leon Boulevard, 2<sup>nd</sup> Floor Conference Room  
Coral Gables, FL 33134

### AGENDA

- |       |   |                       |
|-------|---|-----------------------|
| I.    | Call to Order   | Stephanie Stonestreet |
| II.   | Introductions   | All                   |
| III.  | Meeting Housekeeping  | Stephanie Stonestreet |
| IV.   | Floor Open to the Public  | Angela Machado        |
| V.    | Review/Approve Agenda   | All                   |
| VI.   | Review/Approve Minutes of March 14, 2025  | All                   |
| VII.  | Reports   | Staff                 |
|       | ▪ Membership  |                       |
|       | ▪ Partnership   |                       |
| VIII. | Standing Business   | All                   |
|       | ▪ Integrated Planning Update  |                       |
|       | ▪ Annual Report Update  |                       |
|       | ▪ Assessment of the Recipient Administrative Mechanism (AAM)                        |                       |
|       | □ Draft FY 2024 AAM Surveys - Final Review  |                       |
| IX.   | New Business  | All                   |
|       | ▪ Special Projects to Enhance the Completion of Activities for the Next Fiscal Year |                       |
| X.    | Announcements and Open Discussion   | All                   |
| XI.   | Next Meeting: June 10, 2025, 9:30 AM at BSR Corp.                                   | Angela Machado        |
| XII.  | Adjournment   | Stephanie Stonestreet |

*Please mute or turn off all cellular devices.*

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

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

MONDAY	TUES	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> <p><b>Be prepared!</b> Go to <a href="http://www.aidsnet.org">www.aidsnet.org</a> or click on your meeting for agendas, minutes, and meeting documents.</p> <p><b>Stay connected!</b></p>  
<b>2</b>	<b>3</b> <b>Miami-Dade HIV/AIDS Partnership</b> 10:00 AM to 12:00 PM at MDC Main Library	<b>4</b> <b>Get on Board! Planning Council Member Enrichment Training</b> 12:00 PM to 1:00 PM via Microsoft Teams	<b>5</b>  HIV Long-Term Survivor's Day	<b>6</b>	
<b>9</b>  Caribbean American HIV/AIDS Awareness Day (June 8)	<b>10</b> <b>Strategic Planning Committee</b> 9:30 AM to 11:30 AM at BSR Corp	<b>11</b>	<b>12</b> <b>Care &amp; Treatment Committee Annual Needs Assessment/PSRA</b> 10:00 AM to 1:00 PM at Care Resource	<b>13</b>	
<b>16</b>	<b>17</b>	<b>18</b> <b>Housing Committee</b> 2:00 PM to 4:00 PM at Care Resource	<b>19</b> Juneteenth	<b>20</b>	
<b>23</b>	<b>24</b>	<b>25</b> <b>Executive Committee</b> **As Needed**	<b>26</b> <b>Prevention Committee</b> **Activities suspended until further notice**	<b>27</b>  National HIV Testing Day <b>Medical Care Subcommittee</b> 9:30 AM to 11:30 AM at BSR Corp.	
<b>30</b> <b>Community Coalition Roundtable</b> 5:00 PM to 7:00 PM (Dinner at 4:30 PM) at Borinquen	<b>MEETING LOCATIONS</b> <b>BSR Corp. ~ Behavioral Science Research Corp.,</b> 2121 Ponce de Leon Blvd., Suite 240, Coral Gables, FL 33134 <b>Borinquen Medical Centers,</b> 3601 Federal Highway, 3 <sup>rd</sup> Floor, Miami, FL 33137 <b>Care Resource Community Health Centers,</b> Midtown Miami, 3510 Biscayne Boulevard, 1 <sup>st</sup> Floor Community Room, Miami, FL 33137 <b>Miami-Dade County Main Library,</b> 101 West Flagler Street, Auditorium, Miami, FL 33130				



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