



Get on Board: Member Enhancement Training

Station 16: The Language of the Partnership

November 5, 2025

Presentation created by Behavioral Science Research Corp.





Get on Board!

Member Enrichment Training Series



Training sessions are designed to promote understanding of the Ryan White Program planning council (Partnership) and service system.



Your presenters are Marlen Meizoso and Christina Bontempo, Partnership Staff who have more than 40 years combined experience with the Partnership and the Ryan White Program.



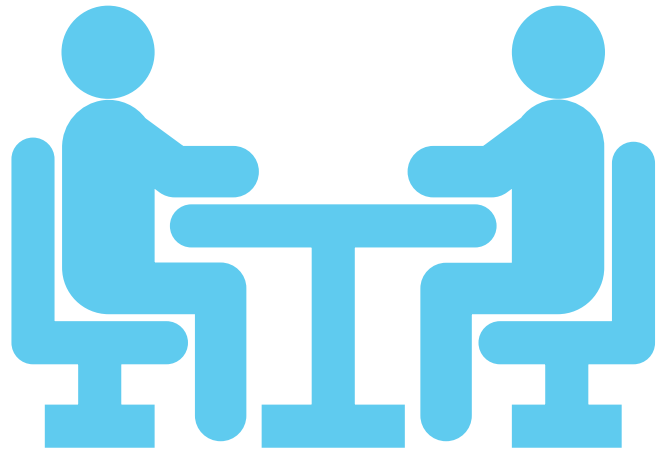
Please come off “mute” or chat questions or comments to us throughout today’s presentation.



This presentation will be posted online at <https://partnershipmiami.org/the-partnership-2/#getonboard1>



Contact us at (305) 445-1076.



Today's Objectives

Define terms and acronyms you can expect to hear at meetings.

Emphasize the importance of understanding acronyms and terminology.

Familiarize everyone with how to use the language of the Partnership with confidence and ease.

Behind the Agenda

Some terms and acronyms you might hear meeting are on the back of the Agenda.

Remember if you have a question about a term at a meeting, raise your hand and ask for clarification!



Meeting Guide

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!

Partnership, PC, or Planning Council	The Miami-Dade HIV/AIDS Partnership - Official Ryan White Program Planning Council in Miami-Dade County
RWP or RWHAP	The Ryan White Program or The Ryan White HIV/AIDS Program (Usually referring to Part A/MAI).
ADAP	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.
BSR	Behavioral Science Research Corp. (aka, Staff).
EHE	Ending the HIV Epidemic: A Plan for America. Four Pillars: 1. Diagnose, 2. Treat, 3. Prevent, 4. Respond.
EMA	Eligible Metropolitan Area (locally, Miami-Dade County).
FDOH or FDOH-MDC	Florida Department of Health in Miami-Dade County.
FPL	Federal Poverty Level. Used to determine RWP eligibility and benefits.
HOPWA	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.
HRSA	The Health Resources and Services Administration. The source of federal RWP grant funds.
Integrated Plan or IP	The Miami-Dade County Integrated HIV Prevention and Care Plan.
JIPRT	The Joint Integrated Plan Review Team (Prevention Committee & Strategic Planning Committee).
MAI	Minority AIDS Initiative. Additional RWP funding to improve access to HIV care and health outcomes for disproportionately affected racial and ethnic minority populations.
NHAS	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.
PE-Miami or Provide Enterprise	Provide Enterprise® by Groupware Technologies (RWP client database system).
The Recipient, The County, or OMB	The Miami-Dade County Office of Management and Budget. The Recipient of RWP Part A/MAI funds from HRSA.
TTRA	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 www.partnershipmiami.org/the-partnership-2/#getonboard1.

This website is currently under maintenance.

Tools for HRSA's Ryan White HIV/AIDS Program



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Glossary of Ryan White HIV/AIDS Program-Related Terms

[A](#) | [B](#) | [C](#) | [D](#) | [E](#) | [F](#) | [G](#) | [H](#) | [I](#) | [J](#) | [K](#) | [L](#) | [M](#) | [N](#) | [O](#)
[P](#) | [Q](#) | [R](#) | [S](#) | [T](#) | [U](#) | [V](#) | [W](#) | [X](#) | [Y](#) | [Z](#)

Below are terms used most frequently in HRSA's Ryan White HIV/AIDS Program (RWHAP). See the sidebar for the specialized glossaries covering such areas as HIV/AIDS medications, planning, and health insurance.

Related Glossaries

AIDS Drug Assistance Program: [ADAP Glossary](#)

Data Terms and Service Definitions:
See the [RSR Instruction Manual](#)

Health Coverage: [Health Care/Insurance Enrollment](#) terms

[Imposition of Charges: Glossary of Terms](#)

Medical: [Clinical Info.HIV.gov Glossary](#) 
(also in Spanish)

Planning: [Glossary of Integrated Planning Terms](#)

Planning: [Glossary of HIV/AIDS Terms for Planning Bodies: Acronyms and Abbreviations](#)

<https://targethiv.org/library/glossary>

Partnership

▶ The Miami-Dade HIV/AIDS Partnership

A Miami-Dade County advisory board and the official Ryan White Program (**RWP**) planning council for HIV medical care and support services.

- ❑ The Partnership
- ❑ The Board
- ❑ The Planning Council
- ❑ PC
- ❑ The HIV Planning Council
- ❑ HIVPC
- ❑ MDHAP

▶ Partnership Standing Committees

1. **ExCom** Executive Committee
2. **C&T** Care and Treatment Committee
3. **CCR** Community Coalition Roundtable
4. **HC** Housing Committee
5. **SPC** Strategic Planning Committee
6. **PVC** Prevention Committee

▶ Partnership Subcommittee and Joint Committees

1. **MCSC** Medical Care Subcommittee (A subcommittee of the **C&T**)
2. **JIPRT** Joint Integrated Plan Review Team (**SPC** and **PVC**)

Meeting Basics

▶ Quorum

The minimum number of members required to convene and run a meeting.

▶ RSVP

- ❑ A request to reply to meeting and training notices.
- ❑ A major responsibility of membership!
 - ❑ Members should always respond “Yes” or “No”.
 - ❑ Guests should respond if they are attending.

▶ Motions

- ❑ A formal proposal made by a member to take a specific action.
 - Motion - Second - Discussion - Vote
 - Items requiring a **Motion**:
 - **Agenda** A list of items to be discussed in the order they will be considered during a meeting.
 - **Minutes** The official record of a meeting.

Use Your Words!

I need to **RSVP** to make sure the **Partnership** reaches **Quorum**.

This month, the **SPC** and **PVC** are meeting together as the **JIPRT**.

I made a **motion** to approve the meeting **Minutes**.



Staff and Providers

▶ BSR

Behavioral Science Research Corp. The contracted RWP subrecipient which provides staff support to the Partnership and provides Clinical Quality Management personnel for the CQM Program.

▶ CQM

Clinical Quality Management. BSR staffs the CQM Committee.

▶ PartnershipMiami.org (formerly AIDSNET.org)

The website for the Partnership, CQM, and Community Newsletter. Location of calendars, meeting documents, membership applications, community news, and more!

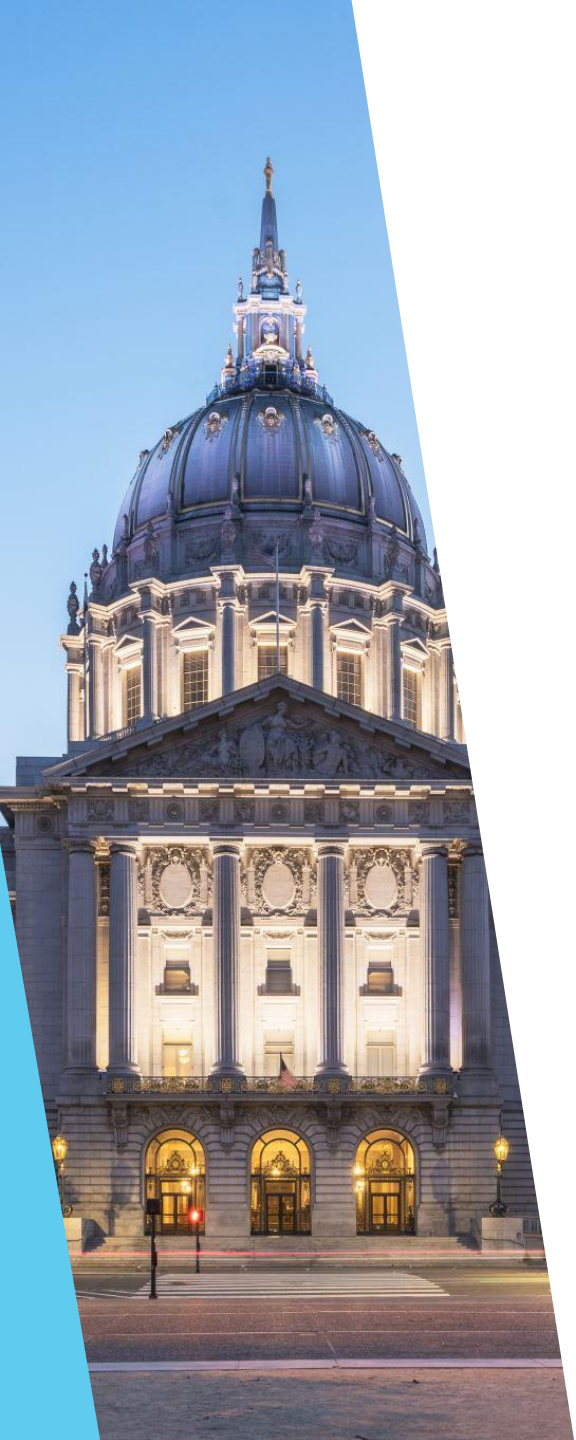
▶ PE-Miami

Provide® Enterprise Miami. Data management system utilized by RWP Part A and Part B in Miami-Dade County.

Use Your Words!

I found my next meeting dates at
PartnershipMiami.org.

I emailed my **RSVP** to **BSR** staff to confirm
my attendance.



Recipient



- ▶ The Miami-Dade County Office of Management and Budget - Grants Coordination/Ryan White Program
 - ❑ OMB
 - ❑ OMB-GC
 - ❑ The Recipient
 - ❑ The County

- ▶ **HRSA**
The Health Resources and Service Administration. The federal agency which funds the Ryan White Program.

- ▶ **EMA**
Eligible Metropolitan Area: An area with at least 2,000 AIDS cases in the last 5 years and a population of at least 50,000. Locally, Miami-Dade County.

Recipient

- ▶ The Ryan White HIV/AIDS Program
 - ❑ The Ryan White Program
 - ❑ RWHAP
 - ❑ RWP
 - Part A
 - Ryan White Program funds granted to **EMAs** for HIV-related medical and support services.
 - MAI
 - The Minority AIDS Initiative. Additional **RWP** funding to improve access to HIV care and health outcomes for minority populations.

- ▶ Organizations contracted by **OMB** to provide Part A/MAI-funded medical and support services.
 - ❑ Subrecipients
 - ❑ Service providers
 - ❑ Providers

Use Your Words!

OMB is the **Recipient** of **HRSA RWP** funds
in our **EMA**.

The County manages **Part A** and **MAI**
subrecipient contracts.



Knowledge Check

Which term refers to the Partnership?

- A. Planning Council
- B. MDHAP
- C. HIVPC
- D. The Board
- E. All of the above

Please CHAT your answer.



Fiscal

- ▶ **Formula Funds**

Amount of **RWP Part A/MAI** funds based on the number of people living with HIV in the **EMA**.

- ▶ **Supplemental Funds**

Amount of additional **RWP Part A/MAI** funds based on our competitive grant.

- ▶ **Carryover Funds**

Amount of funds not spent in the past year which **HRSA** agrees to let us spend in the current year.

- ▶ **Unobligated Funds**

Amount of funds which have not been assigned to a **RWP Part A/MAI subrecipient** or service category.

Fiscal

- ▶ **Fiscal Year (FY)**
 - ❑ For **Part A/MAI**, this is the period from March 1 of one year through the end of February of the following year.
 - ❑ Different funders have different **Fiscal Years**.

- ▶ **Allocation**

The amount of money the **Partnership** agrees should be spent in each *service category* each **Fiscal Year**.

- ▶ **Direct Services Funds**

The amount of funds to be spent on core medical and support services.

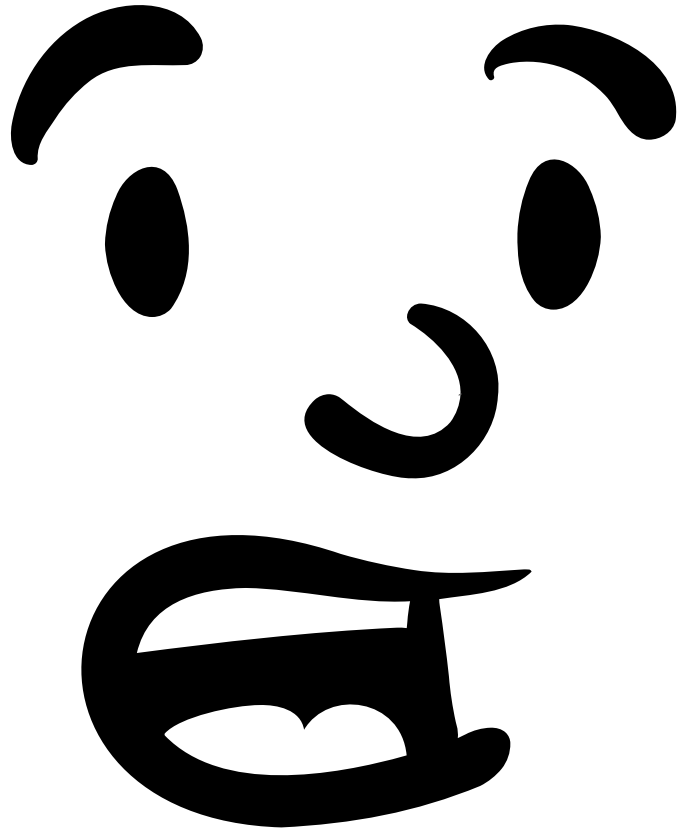
- ▶ **FPL**
 - ❑ The Federal Poverty Level.
 - ❑ The **FPL** is used to determine **RWP** eligibility and benefits.



Use Your Words!

The **Partnership** will vote on **FY 2026 allocations** at its next meeting.

The **County** manages **Part A** and **MAI subrecipient** contracts.



Knowledge Check

Which term is another term for the Recipient?

- A. HRSA
- B. Partnership
- C. BSR
- D. OMB

Please CHAT your answer.

Grantee Reports

- ▶ **Top-Line Summary**
 - ❑ The top 3 service categories by expenditures and utilization for **RWP Part A/MAI, Part B, GR, and ADAP.**
- ▶ The Florida Department of Health in Miami-Dade County
 - ❑ **FDOH-MDC**
 - ❑ **FDOH**
 - ❑ Our *loca*/health department.
- ▶ **RWP Part B**
 - ❑ Funds Ryan White medical and support services to improve HIV health outcomes.
- ▶ The AIDS Drug Assistance Program
 - ❑ **ADAP**
 - ❑ Provides FDA-approved medications for low-income individuals with HIV who have limited or no coverage from private insurance or Medicaid.
 - ❑ Funds Affordable Care Act Marketplace insurance coverage for uninsured **RWP** clients.

Grantee Reports

▶ General Revenue

- ❑ **GR**
- ❑ State funds designated for care and treatment services for people with HIV.

▶ Housing Opportunity Through Modernization Act Program

- ❑ HOTMA
- ❑ **HOPWA**
- ❑ A federal program that provides funding to support housing and housing-related services for people with AIDS and their families.
- ❑ Related terms include:
 - **STRMU** Short-Term Rental, Mortgage and Utilities Assistance.
 - **Project-based** Funds designated units in a building.
 - **LTRA** Long-Term Rental Assistance (a voucher program).
 - **FMR** Fair Market Rents.

Use Your Words!

I found the latest **ADAP** expenditures in the **Top Line Summary Report**.

The **FDOH** representative provided **Part B** updates at the **Partnership** meeting.



Community Coalition Roundtable

- ▶ **The Community Coalition Roundtable (CCR)**

A standing committee of the Partnership.

- ▶ **Appointments**

Partnership members are appointed by the Mayor of Miami-Dade County.

- ▶ **Members of the Affected Community**

People with HIV who receive Part A/MAI services and are not affiliated with or employed by a Part A funded subrecipient.

- ▶ **People First Language**

Terminology used to recognize people as people, not as a condition.

Use Your Words!

CCR members proposed a new member
for **appointment** to the **Partnership**.

Care and Treatment Committee

The Care and Treatment Committee (C&T)

A standing committee of the Partnership.

MCSC

Medical Care Subcommittee. Reports to the C&T.

FCPN

Florida Comprehensive Planning Network. A statewide planning group whose representatives include members of the Care and Treatment and Prevention Committees.





Care and Treatment - Core Services

- ▶ **Core Medical Services or Core Services**
Essential, direct, health care services for HIV care as specified in the Ryan White legislation.
- ▶ **Part A/MAI Core Services currently funded in our EMA**
 - ❑ **OAHS** Outpatient/Ambulatory Health Services (doctors)
 - ❑ **MH** Mental Health Therapy/Counseling (mental health visits with a therapist)
 - ❑ **MCM** Medical Case Management (assistance with navigating health care)
 - ❑ **SA-OP** Substance Abuse-Outpatient (overcoming substance use in an outpatient setting)
- ▶ **Part A Core Services currently funded in our EMA**
 - ❑ **APA** AIDS Pharmaceutical Assistance (prescription drugs)
 - ❑ **OHC** Oral Health Care (dental)
 - ❑ **HIP/CSA** Health Insurance Services (health insurance wrap around services)



Care and Treatment - Support Services

▶ **Support Services**

Services needed to achieve medical outcomes that affect the HIV-related clinical status of a person with HIV.

▶ **Part A/MAI Support Services currently funded in our EMA**

- ❑ **MT** Medical Transportation (bus/Metrorail services to get to health-related appointments)
- ❑ **OR** Outreach services (assist in returning clients to care)
- ❑ **EFA** Emergency Financial Assistance (restricted to assisting with prescriptions provided for **TTRA** [Test and Treat Rapid Access])

▶ **Part A Core Services currently funded in our EMA**

- ❑ **FB** Food Bank (bag of food)
- ❑ **LS** Other Professional Services-Legal and Permanency planning (legal assistance for HIV related issues)
- ❑ **SA-Res** Substance Abuse-Residential (overcoming substance use in a residential facility)

Care and Treatment - Needs Assessment

▶ Annual Needs Assessment

- ❑ NA
- ❑ A comprehensive review of data used to make recommendations for **PSRA**.

▶ Priority Setting and Resource Allocation

- ❑ **PSRA**
 - **Priority Setting (PS)** The process of establishing priorities among allowable service categories to meet locally identified needs.
 - **Resource Allocation (RA)** The dollar amounts or percentages calculated to fund each RWP service category.

Care and Treatment - Needs Assessment

▶ Epi Data

Epidemiological data. The number and characteristics (e.g., age, sex, race) of a group of people.

□ Incidence

The number of *new cases* of a disease in a population during a defined time period.

□ Prevalence

The *total number* of people in a defined population with a specific disease or condition at a given time.

▶ Demographics

Statistical data relating to the population and particular groups within it.

▶ Utilization

A measure of expenditures and units of service across service categories.

More Needs Assessment Terms

- ▶ **Continuum of Care**

Model outlining the stages from diagnosis of HIV to viral load suppression:



- ▶ **COC**

Co-occurring condition(s). Any number of medical and socio-economic conditions co-existing with HIV.

- ▶ **VL**

Viral load. The measure of HIV per milliliter (ml) of blood. VL suppression is defined as less than 200 copies of HIV per ml of blood.

- ▶ **RIC or RIC Rates**

Retention in HIV care or retention in HIV care rates.

- ▶ **EIIHA**

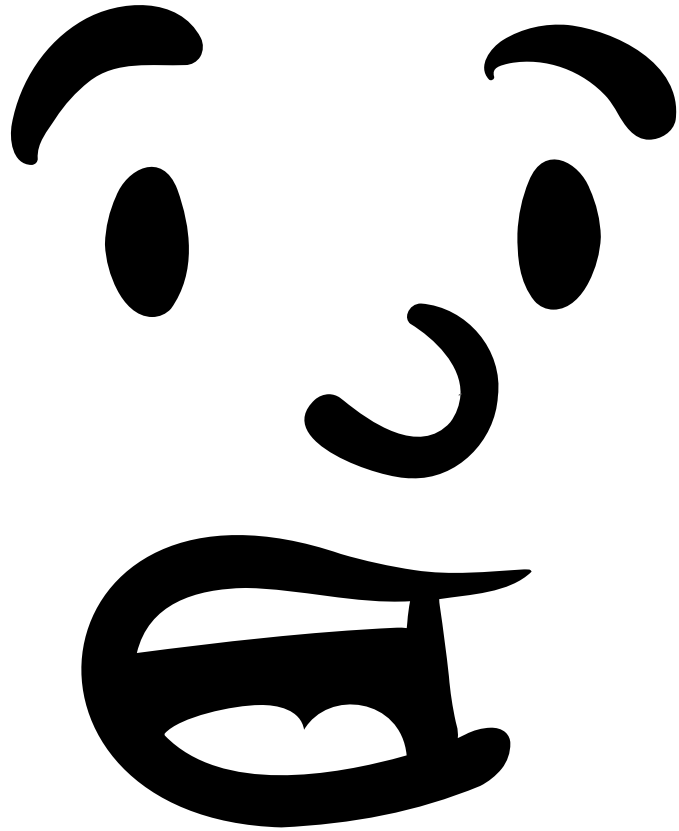
Early Identification of Individuals with HIV/AIDS. Locally, EIIHA is an annual measure of HIV testing events and linkage to care.

Use Your Words!

After **Needs Assessment**, I'm ready to vote on **PSRA** recommendations.

C&T members made sure to **allocate** no less than 75% of **Part A/MAI** funds to **Core Services**.

We reviewed **MCSC** recommendations at the **C&T** meeting.



Knowledge Check

Which of the following is NOT an abbreviation for a service category?

- A. OHC
- B. MCM
- C. MAI
- D. MH
- E. OAHS

Please CHAT your answer.

Prevention Committee

- ▶ **Prevention Committee (PVC)**

A standing committee of the Partnership and co-committee with Strategic Planning of the Joint Integrated Plan Review Team.

- ▶ **FDOH Prevention Mobilization Workgroups**

Targeted community groups promoting HIV and STI testing and education.



Prevention Committee

- ▶ **PrEP**
Pre-Exposure Prophylaxis. A comprehensive HIV prevention strategy that involves the daily use of ARTs to reduce the risk of HIV in HIV-negative individuals.
- ▶ **TTRA**
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.
- ▶ **STD or STI**
Sexually transmitted disease or sexually transmitted infection.
- ▶ **MMSC and MSM**
Male-to-male sexual contact (refers to HIV mode of transmission) and Men who have sex with men (refers to people).
- ▶ **IDU and PWID**
Injection drug use and Person who injects drugs.



Strategic Planning Committee

- ▶ **Strategic Planning Committee (SPC)**

A standing committee of the Partnership and co-committee with Prevention of the Joint Integrated Plan Review Team.

- ▶ **Annual Report**

Annual snapshot of HIV in Miami-Dade County developed to educate government officials on the state of the epidemic.

- ▶ **Assessment of the Recipient Administrative Mechanism**

- AAM**

- A HRSA-required evaluation of the Recipient's response to Partnership priorities, distribution of RWP funds, contract execution, and performance.

Joint Integrated Plan Review Team

▶ JIPRT

- ❑ The Joint Integrated Plan Review Team.
- ❑ Strategic Planning Committee and Prevention Committee collaboration.
- ❑ Oversees the implementation of the *2022-2026 Miami-Dade County HIV Integrated Prevention and Care Plan* and;
- ❑ Development of the *2027-2031 Miami-Dade County HIV Integrated Prevention and Care Plan*

JIPRT

- ▶ **IP or The Plan**

*2022-2026 Miami-Dade County HIV Integrated Prevention and Care Plan. A 5-year plan to fulfill the NHAS **goals** and address the EHE **pillars**.*

- ▶ **NHAS**

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.

- ▶ **EHE (Current focus)**

Ending the HIV Epidemic: A Plan for America. Four **pillars**.

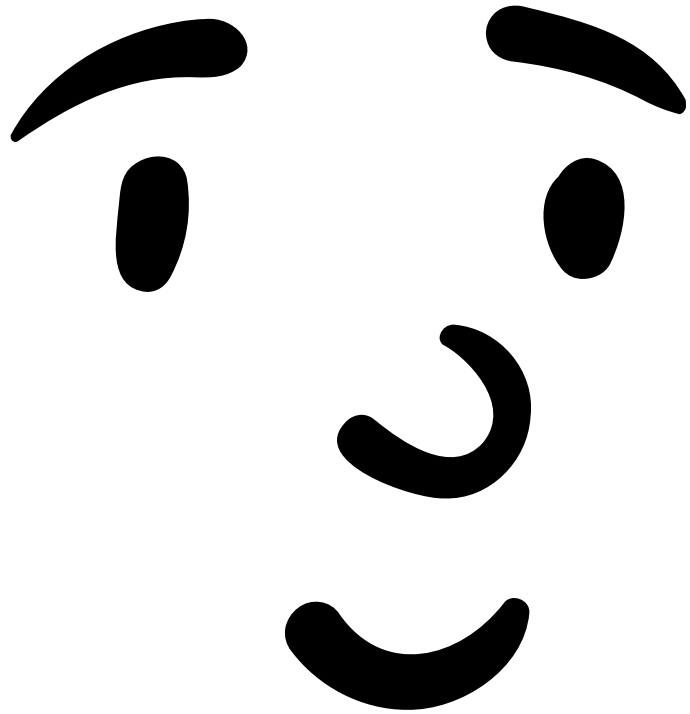
1. Diagnose
2. Treat
3. Prevent
4. Respond

Use Your Words!

We reviewed **IP** activities at the **JIPRT** meeting.

Partnership members and subrecipients responded to the **AAM** survey for the **SPC** meeting.

FDOH representatives updated the **Prevention Committee** members on recent activities.



Knowledge Check

True or False?

The Prevention Committee and Strategic Planning Committee meet separately **and** as a Team.

Please CHAT your answer.

Member Enrichment Training

▶ Get on Board!

□ GOB

- A *60-minute interactive training* on member-related topics such as Meeting Procedures, Understanding Monthly Reports, Getting to Know Local Funders, Recruitment Strategies, Ending the HIV Epidemic, Needs Assessment, Integrated Planning, and more!

▶ Report for Action!

□ R4A

- A 30-minute briefing of Reports and Action Items you can expect to see at your upcoming Partnership meeting.

Use Your Words!

After the **Report for Action** briefing, I was well-prepared to vote on action items at the **Partnership** meeting.

Join us at the next Get
on Board Training
on January 7, 2026 for a
sneak peek into what to
expect in 2026!





Q&A

- ▶ Please raise your hand or chat your questions.
- ▶ Answers to questions we do not get to today will be posted with this presentation at:

<https://partnershipmiami.org/the-partnership-2/#getonboard1>

Contact us for more information and to learn how you can be a decision-maker with the Partnership!

- ▶ Marlen Meizoso, M.A., Project Manager/Research Associate, marlen@behavioralscience.com
- ▶ Christina Bontempo, Project Manager/Community Liaison, cbontempo@behavioralscience.com

Thank You

