

**WELCOME**

Thank you for attending today's

# Community Coalition Roundtable

Please sign in to have your  
attendance recorded.



Scan the QR Code for  
meeting materials.



**MIAMI-DADE  
HIV/AIDS PARTNERSHIP**

**Community Coalition Roundtable**

**Monday, January 26, 2026**

4:00 PM – 6:00 PM  
(Dinner served at 3:30 PM)

Borinquen Medical Centers  
3601 Federal Highway, 3rd Floor, Miami, FL 33137

**AGENDA**

- |  |                 |
|--|-----------------|
| I. Call to Order                                 | Joanna Robinson |
| II. Introductions                                | All             |
| III. Recognition of Meeting Host                 | Joanna Robinson |
| IV. Housekeeping                                 | All             |
| V. Floor Open to the Public                      | Luigi Ferrer    |
| VI. Review/Approve Agenda                        | All             |
| VII. Review/Approve Minutes of October 27, 2025  | All             |
| VIII. Reports                                    | All             |
| ▪ Membership                                     |                 |
| □ Partnership Applicants                         |                 |
| □ Roundtable Applicants                          |                 |
| ▪ Miami-Dade HIV/AIDS Partnership                | Joanna Robinson |
| IX. Standing Business                            |                 |
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| ▪ 2026 Roundtable Schedule                       |                 |
| XI. Announcements and Open Discussion            | All             |
| XII. Next Meetings                               | Luigi Ferrer    |
| ▪ February 23, 2026; location TBD                |                 |
| XIII. Adjournment                                | Joanna Robinson |

*Special thanks to our meeting host, Borinquen Medical Centers!*

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# Meeting Housekeeping Community Coalition Roundtable

*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.



## Changes Impacting Members in the New Year

- ▶ Elections of New Officers
- ▶ Updated “Why Was My Meeting Cancelled?” Fact Sheet
- ▶ No more paper calendars
- ▶ Coming Soon!
  - New Partnership Logo
  - Community Coalition Roundtable – Committee recruitment and mentoring activities
  - New Committee Application process
- ▶ Partnership Meetings 3
  - New Location - Florida Department of Health – Health District Center

*Excerpt from Get on Board! Member Enrichment Training, January 7, 2026*



## Review of Member Responsibilities

### All Members

1. RSVP
2. Review meeting materials in advance
3. Attend meetings
4. Complete the Annual Source of Income Form

### Other

1. Complete the Assessment of the Administrative Mechanism survey (Partnership members)
2. Complete required training<sup>4</sup> (new members)

## Tips to Keep Track of Your Meeting Dates

Find Your Next Meeting Dates

1. “Next Meeting” on each Agenda
2. Meeting Notices
3. Committee pages on PartnershipMiami.org
4. PartnershipMiami.org > Calendars
5. Calendar Invitation (members)

Once you’ve found your dates, add them to your work calendars.

A stack of various papers and folders in different colors (red, yellow, green, blue) is shown on the left side of the slide. A large white arrow with a black outline points from the stack towards the right, indicating the direction of the information or the flow of the document.

## How to Access Meeting Documents

1. Link in Meeting Notice
2. QR Code on Agendas
3. Committee pages on PartnershipMiami.org
4. Link in calendar listing

Documents are posted in PDF format.

A free PDF reader is available at <https://get.adobe.com/reader/>

# 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.*
- ❑ See staff after the meeting if you are interested in membership or if you have a question that wasn't covered during the meeting.

# Language Matters!

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



Remember **People First** Language . . .

*People* with HIV, *People* with substance use disorders,  
*People* who are unhoused, 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 . . .**

# About the Partnership

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



**Membership**

# Meeting Participation

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## Everyone has a role to play!

- ❑ All attendees may address the board as time allows and at the discretion of the Chair.
- ❑ Please *share your expertise* on the current Agenda topics and motions. Remember to . . .
  - Raise your hand to be recognized by the Chair or added to the queue during discussions.
  - Avoid repeating points previously addressed.
- ❑ Only Community Coalition Roundtable members vote at today's meeting.
- ❑ Announcements can be made at the end of the meeting as time allows. Announcements should inform or educate the community and must not be used to advance personal interests or any form of financial gain.

# Meeting Terminology

Meetings can be fast-paced and confusing!

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

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

# Resources

- ❑ Behavioral Science Research Corp. (BSR) staff are the Resource Persons for this meeting.
- ❑ See staff after the meeting if you are interested in membership or if you have a question that wasn't covered during the meeting.
- ❑ Today's presentation and supporting documents are online at <https://partnershiptomiami.org/the-partnership-2/#roundtable1> or by scanning the QR code on your agenda.

**Community Coalition Roundtable**  
Next Meeting: January 26, 2026, at 4:00 p.m. (Light dinner served at 3:30 p.m.)  
Borinquen Medical Centers, 3601 Federal Highway, 3rd Floor, Miami, FL 33137

**AGENDA**  
January 26, 2026

**MINUTES**  
October 27, 2025

**PARTNERSHIP REPORT**  
Partnership Report of Approved Motions, December 8, 2025

**BYLAWS**  
Click here.

**RETURN TO MENU**

**Meeting Documents**

- 2026 Nominations and Elections Memo

**Reference**

**Getting to the Meeting**

Next Roundtable Coming Up In ...  
002: 23 : 11 : 36  
Day Hrs Min Sec

**MIAMI-DADE HIV/AIDS PARTNERSHIP 2025 - A YEAR IN REVIEW**  
November 8, 2025

**2025 - A Year in Review**



**MIAMI-DADE  
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## **Floor Open to the Public**

“Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any item on our agenda today. If there is anyone who wishes to be heard, I invite you to speak now. Each person will be given three minutes to speak. Please begin by stating your name and address for the record before you talk about your concerns.

“BSR has a dedicated line for statements to be read into the record. No statements were received.”



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## Community Coalition Roundtable

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**Community Coalition Roundtable**  
Latinos Salud  
640 NE 124th Street, North Miami 33161  
October 27, 2025 Minutes

#	Members	Present	Absent
1	Burks, Laurie Ann	x	
2	Davis, Debra	x	
3	Farshchi, Auva	x	
4	Ferrer, Luigi	x	
5	Hallmon, Rolando	x	
6	Jones, Keddrick	x	
7	Jones, Sandra		x
8	McIntyre, Harold	x	
9	Robinson, Joanna	x	
10	Tramel-McIntyre, Alecia		x
11	Worthy, William		x
<b>Quorum =5</b>			

Guests		
Beneditt, Africa		
Cooper, Taunya		
Gonzalez de Abondo, Tivisay		
Hyde, Robert		
McMullen, Lamar		
Mitchell, Synthia		
Rodriguez, Cindy		
Staff		
Bontempo, Christina		

All documents referenced in these minutes are on file and were accessible to members and the public prior to (and during) the roundtable, at <https://partnershipmiami.org/the-partnership-2/#roundtable1>.

**I. Call to Order**

Community Coalition Roundtable Chair, Joanna Robinson, called the meeting to order at 5:13 p.m.

**II. Introductions**

Members, guest, and staff introduced themselves and participated in an ice-breaker about what we’re looking forward to in the next three months.

**III. Recognition of Meeting Host**

Ms. Robinson acknowledged Latinos Salud as the meeting host.

**IV. Housekeeping**

Attendees each took a turn reading a slide from the *Meeting Housekeeping* PowerPoint, which included general reminders, code of conduct highlights, meeting participation best practices, and resource persons.

**V. Floor Open to the Public**

Luigi Ferrer, Vice Chair, opened the floor to the public with the following statement:

*Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any item on our agenda today. If there is anyone who wishes to be heard, I invite you to speak now. Each person will be given three minutes to speak. Please begin by stating your name and address for the record before you*

*talk about your concerns. BSR has a dedicated telephone line as well as a general email address for statements to be read into the record. No statements were received via the telephone line or email.*

There were no comments relevant to agenda items from members of the public, so the floor was closed.

## **VI. Review/Approve Agenda**

Members reviewed the agenda and staff indicated there was an announcement.

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

**Moved: Rolando Hallmon**

**Seconded: Harold McIntyre**

**Motion: Passed**

## **VII. Review the Minutes of September 22, 2025**

Members reviewed the minutes of September 22, 2025, and approved them as presented.

**Motion to approve the minutes of September 22, 2025, as presented.**

**Moved: Rolando Hallmon**

**Seconded: Harold McIntyre**

**Motion: Passed**

## **VIII. Reports**

### **▪ Membership**

As a follow up to the last meeting, while the Committee welcomed new members, staff indicated a formal vote for Africa Beneditt and Synthia Mitchell was necessary to include them as new members of the Community Coalition Roundtable.

**Motion to approve Africa Beneditt and Synthia Mitchell as new members of the Community Coalition Roundtable.**

**Moved: Keddrick Jones**

**Seconded: Rolando Hallmon**

**Motion: Passed**

The Membership Report was posted online and was included in the meeting packet. There are many vacancies on all committees and the Partnership. Staff has received several membership applications for Community Coalition and other committees and is coordinating with the applicants to complete some missing information so the applications can go forward.

There are only three (3) seats left on the Community Coalition Roundtable. Members are also needed on all the other committees.

### **▪ Partnership Membership**

Staff received an application for Partnership membership from Africa Beneditt. Mr. Beneditt has completed the required Partnership membership application and New Member Orientation. He is a new member of the committee and qualifies for a Representative of the Affected Community seat on the Partnership.

Mr. Beneditt was asked to state his interest and answered several questions posed by members.

Members completed the Applicant Score Sheets. Staff tallied the score sheets and announced the score threshold was in favor to recommend Mr. Beneditt for appointment.

**Motion to recommend to Mayor Daniella Levine Cava the appointment of Charles Beneditt to the Miami-Dade HIV/AIDS Partnership in a Representative of the Affected Community seat.**

**Moved: Luigi Ferrer**

**Seconded: Rolando Hallmon**

**Motion: Passed**

- **Partnership Report**

Staff announced the Partnership's next meeting is November 10. The report of approved motions from September is online.

- **Ryan White Program Expenditures**

Tivisay Gonzalez de Abondo, from the County Office of Management and Budget (OMB) reviewed the Ryan White Program (RWP) Part A/Minority AIDS Initiative (MAI) utilization for the year to date, and gave an update on RWP Part A/MAI contract executions. She indicated that OMB is monitoring food bank allowances under the RWP since the Supplemental Nutrition Assistance Program (SNAP) benefits are expected to be cut off due to the federal government shutdown.

Ms. Gonzalez de Abondo announced the State of Florida Statewide Needs Survey has been distributed in English and Spanish, and was advised that members had completed the survey at their last meeting. Some attendees expressed "survey fatigue" and questioned how the findings will be used.

Ms. Gonzalez de Abondo announced the County is working on a public outreach campaign to promote availability of RWP services. The campaign is expected to roll out around December 1, 2025, World AIDS Day.

## **IX. Standing Business**

- **Vision Statement Review**

Members reviewed their suggestions on the Partnership's Vision Statement from the last meeting. After further discussion, members approved language that was more inclusive and comprehensive of the Partnership's future: *Our vision is to eliminate barriers and disparities, improve health outcomes, and create a healthier, empowered Miami-Dade County for all people living with, impacted by, or vulnerable to HIV.*

**Motion to approve the Miami-Dade HIV/AIDS Partnership Vision Statement, "Our vision is to eliminate barriers and disparities, improve health outcomes, and create a healthier, empowered Miami-Dade County for all people living with, impacted by, or vulnerable to HIV."**

**Moved: Luigi Ferrer**

**Seconded: Rolando Hallmon**

**Motion: Passed**

Ms. Robinson will present the motion to the Partnership next month. If there are any suggested changes, the statement may be brought back to the Roundtable. In 2026, members will begin working on a Mission Statement, which will be completely new for the Partnership.

- **New Partnership Logo**

Ms. Gonzalez de Abondo will bring the feedback regarding the Vision Statement and previous work on logo updates to the County's Communications Department who will present suggested logo designs for the Roundtable's consideration in 2026.

## **New Business**

- **Quiz Time! Ryan White Program Services**

Members and guests were organized into four groups and participated as teams in a "Quiz Time!" activity. Food Bank, Health Insurance Premiums, Medical Transportation, and Oral Health Care service

descriptions were included in the quiz. Following the quiz, participants took turns reviewing the answers and discussing follow up questions.

The meeting time was set to expire and Ms. Robinson called for a motion to extend the meeting by 10 minutes.

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

**Moved: Rolando Hallmon**

**Seconded: Synthia Mitchell**

**Motion: Passed**

**X. Announcements and Open Discussion**

Staff projected the flyers for the upcoming Get on Board training and FIU Research webinar.

**XI. Next Roundtable**

Members received a list of proposed meeting dates and locations for 2026 for their review. These will be discussed during individual member training throughout November and December of 2025.

**XII. Adjournment**

Ms. Robinson adjourned the meeting at 7:06 p.m.

DRAFT



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## *Memo*

**To:** Community Coalition Roundtable Members

**From:** Christina Bontempo

**Date:** December 30, 2025

**Re:** 2026 Officer Nominations and Elections

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Nominations and elections for the Community Coalition Roundtable Chair and Vice Chair (Officers) are scheduled for the January 26, 2026, Community Coalition Roundtable meeting; (see Miami-Dade HIV/AIDS Partnership Bylaws, Section 5.4). Current Officers who have served less than two one-year terms are eligible for nomination.

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

Committee Officers develop agendas with support staff, lead committee meetings, and serve as members of the Executive Committee. Executive Committee meetings are held every other month beginning in January.

Staff provides comprehensive training for all Officers.

For reference, below are the qualifications for Officers as they relate to committees; (see Bylaws, Section 5.1.B.):

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.

You may add your name as a nominee in advance of the meeting and nominations will also be taken from the floor at the January 26, 2026, meeting. If you are interested in this opportunity or if you have any questions, please contact me at (305) 445-1076 or by email at [cbontempo@behavioralscience.com](mailto:cbontempo@behavioralscience.com).



**MIAMI-DADE  
HIV/AIDS PARTNERSHIP**

**Community Coalition Roundtable**

**Monday, January 26, 2026**

4:00 PM – 6:00 PM  
(Dinner served at 3:30 PM)

Borinquen Medical Centers  
3601 Federal Highway, 3rd Floor, Miami, FL 33137

**AGENDA**

- |  |                 |
|--|-----------------|
| I. Call to Order                                 | Joanna Robinson |
| II. Introductions                                | All             |
| III. Recognition of Meeting Host                 | Joanna Robinson |
| IV. Housekeeping                                 | All             |
| V. Floor Open to the Public                      | Luigi Ferrer    |
| VI. Review/Approve Agenda                        | All             |
| VII. Review/Approve Minutes of October 27, 2025  | All             |
| VIII. Reports                                    | All             |
| ▪ Membership                                     |                 |
| □ Partnership Applicants                         |                 |
| □ Roundtable Applicants                          |                 |
| ▪ Miami-Dade HIV/AIDS Partnership                | Joanna Robinson |
| IX. Standing Business                            |                 |
| ▪ Update on Logo Development                     | Staff           |
| X. <b>New Business</b>                           | <b>All</b>      |
| ▪ <b>Officer Elections</b>                       |                 |
| ▪ Recruitment Plan                               |                 |
| □ Vacancy Review                                 |                 |
| □ Other Committee Meeting Attendance Assignments |                 |
| □ Revised Application and On-Boarding Process    |                 |
| ▪ 2026 Roundtable Schedule                       |                 |
| XI. Announcements and Open Discussion            | All             |
| XII. Next Meetings                               | Luigi Ferrer    |
| ▪ February 23, 2026; location TBD                |                 |
| XIII. Adjournment                                | Joanna Robinson |

*Special thanks to our meeting host, Borinquen Medical Centers!*

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## Summary of 2025-2026 Winter Meetings with Roundtable Members

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### Overview

There is little to no representation by people with HIV on the Partnership committees. The focus of 2026 must be to fill vacancies.

The Community Coalition Roundtable's Responsibilities per the Bylaws are:

- a. Meet monthly, but may choose to cancel a scheduled meeting if there is no business to transact;
- b. **Recruit potential Partnership and committee members from the community and encourage others from the affected HIV/AIDS communities to become more involved in Partnership activities;**
- c. Publicize an open nominations process, review applications, and nominate candidates for Partnership membership;
- d. Develop and implement education and recruitment programs for the community to learn more about the Partnership and its activities;
- e. Develop and implement programs for training of Partnership and community members; and
- f. Complete community outreach initiatives and report input and action items to the Partnership from community-based organizations and other groups.

---

### SMART Goal

**Specific:** At least **three** new members will be recruited for each of the Partnership's **committees and subcommittee.**

**Measurable:** Staff will update the *Committee Membership of People with HIV* table each month.

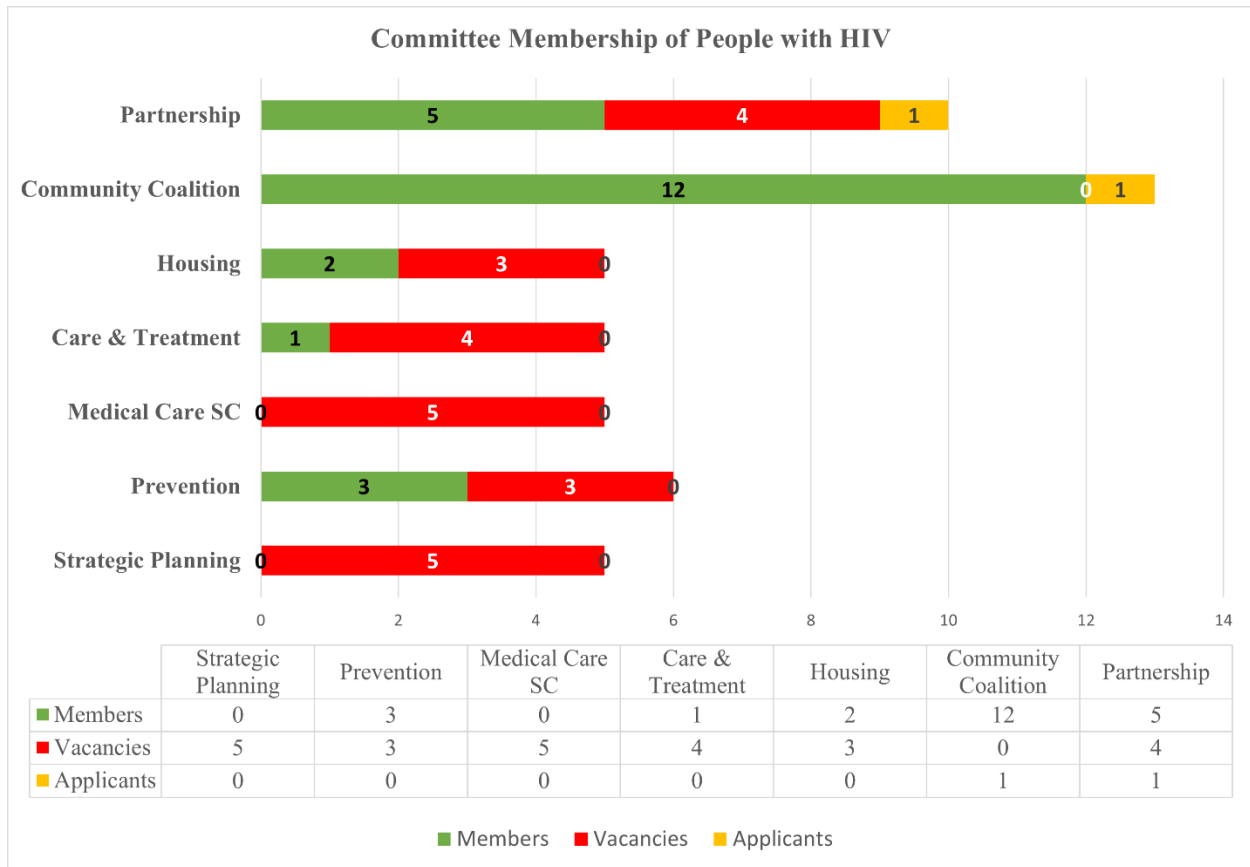
**Achievable:** We can do it!

**Relevant:** The Partnership's Bylaws require that at least 1/3 of members are people with HIV (ideally, Ryan White Program clients). Meaningful involvement of people with HIV is needed now more than ever!

**Time-Bound:** The sooner the better!

---

# Current Vacancies



□ **Other Partnership Vacancies**

- Hospital or Health Care Planning Agency 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

## Strategies and Ideas to Improve Recruitment

- Attend other committee meetings to share testimonials, learn about other committee activities, and promote recruitment of people with HIV (see page 4, below). Report back to the Roundtable.
- Simplify the membership application (see pages 5-6, below).
- Review the *Policy and Procedure Manual Membership Application Process* (see pages 7, below).
  - How can members share in “Staff Responsibilities”?
  - Can we incorporate an on-boarding protocol that allows members to assist applicants prior to joining a committee.
- Consider different Roundtable meeting locations.
- Consider different Roundtable meeting times.
- Provide a survey at the end of each meeting – How did the meeting go?
- Invite speakers on meaningful topics to promote the value of membership.
- Develop Partnership/Committee Fact Sheets.
- Develop meaningful messaging:
  - Your Voice Matters!
  - Your Voice Matters Now More Than Ever!
  - Stand Up for You!
  - Shake Up = Wake Up!

# Schedule of March Meetings

Use as a guide if you choose to try this approach.

## 2026 March

### Locations

- **BSR** - Behavioral Science Research Corp.(BSR), 2121 Ponce de Leon Boulevard, #240, Coral Gables, FL 33134
- **Care Resource** Community Health Centers, 3510 Biscayne Blvd., 1st Floor Community Room, Miami, FL 33137
- **FDOH** - Florida Department of Health-Health District Center, 1350 NW 14th Street, Room 401B, Miami, FL 33125

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10 Strategic Planning Committee at BSR 10 am-12 pm	11	12 Care and Treatment Committee at Care Resource, 10 am-12 pm	13	14
15	16	17	18	19 Housing Committee at Care Resource, 2 pm-4 pm	20	21
22	23	24	25	26 Prevention Committee at FDOH, 10 am-12 pm	27 Medical Care Subcommittee at BSR, 9:30 am-11:30 am	28
29	30 Regular Meeting Date: Community Coalition Roundtable	31				

- **Strategic Planning Committee, March 10**  
Ryan White Program assessment, annual reporting, and integrated planning.
  - [Vacancies for people with HIV - 5](#)
- **Care and Treatment Committee, March 12**  
Service guidelines, funds distribution, and Medical Care Subcommittee activities review.
  - [Vacancies for people with HIV - 5](#)
- **Housing Committee, March 19**  
HOPWA housing and related programs.
  - [Vacancies for people with HIV - 4](#)
- **Prevention Committee, March 26**  
HIV and STI testing, community prevention activities, and integrated planning.
  - [Vacancies for people with HIV - 4 \(this committee has a maximum 24 members\).](#)
- **Medical Care Subcommittee, March 27**  
Medical standards of care and HIV medications.
  - [Vacancies for people with HIV – 5](#)

**DRAFT**



## Committee and Subcommittee Membership Application

This is the membership application for the committees and subcommittees of the Miami-Dade HIV/AIDS Partnership, Miami-Dade County's Ryan White Program Planning Council.

**Our vision is to eliminate barriers and disparities, improve health outcomes, and create a healthier, empowered Miami-Dade County for all people living with, impacted by, or vulnerable to HIV.** If you share this vision and have a reputation for integrity, community service, and a demonstrated interest in the field of HIV, you are invited to join!

Your commitment for membership includes:

- Monthly meeting preparation, attendance, and participation.
- Completion of Partnership and/or Miami-Dade County training and annual filing requirements.

### 1. Are you registered to vote in Miami-Dade County?

Yes.  No.  I'm not sure. *Committee and Subcommittee applicants **must be registered to vote** in Miami-Dade County. Please confirm or update your voter status before completing this application.*

### 2. Contact Information

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email: \_\_\_\_\_

*Your email will be added to the Partnership listserv and will be used for regular Partnership correspondence.*

Home Address: \_\_\_\_\_

Home or Cell Phone: \_\_\_\_\_ May we text this phone?  Yes  No

Employer (if applicable): \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_ May we text this phone?  Yes  No

Are you an officer, employee, representative, or consultant to any Ryan White Program Part A funded service provider?  Yes  No  I'm not sure

### 3. Demographic Information

Sex:  Male  Female

Language(s) I speak:  English  Spanish  Haitian Creole  Other (please specify) \_\_\_\_\_

Race/Ethnicity:  White/Non-Hispanic  Black/Non-Hispanic  Hispanic  Asian/Pacific Islander  
 American Indian/Alaska Native  Other (please specify) \_\_\_\_\_

Date of Birth: \_\_\_\_\_

*Your initials here*

I understand that Partnership Staff will use this information to confirm my voter information from the website <https://registration.dos.fl.gov/en/CheckVoterStatus/Index>.

### 4. Committees and Subcommittees of Interest *Check all that apply.*

- Care and Treatment Committee** *Service guidelines, Annual Needs Assessment, funding allocations.*
- Community Coalition Roundtable** *Member recruitment and community engagement.*
- Housing Committee** *HOPWA housing and related programs.*
- Medical Care Subcommittee** *Medical standards of care and HIV medications.*
- Prevention Committee/Joint Integrated Plan Review Team** *HIV/STI testing, prevention activities, integrated planning.*
- Strategic Planning/Joint Integrated Plan Review Team** *Program assessment, annual reporting, integrated planning.*

**5. Disclosure of Personal Health Information Authorization**

*This authorization shall become valid immediately and shall remain in effect until revoked.*

Meaningful involvement of people with HIV/AIDS is a cornerstone of Partnership and committee membership.

- ▶ I am applying for membership as a person with HIV.  Yes  No  I prefer not to disclose my HIV status. I understand that I will be considered for membership in other membership categories, provided there is an open seat, and I meet the qualifications for that seat.
- ▶ I, (print your full name) \_\_\_\_\_, understand that if I wish to be considered for membership as a person with HIV it is necessary to identify my HIV status. By signing this authorization, I willingly disclose my HIV status.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<i>Your initials here</i>	I understand that this information will become public record and <b>may</b> be discussed in open, public meetings. The Florida Government in the Sunshine Law requires open discussion in a public forum. In addition, I further understand that by signing this release, I waive any exemptions of the information concerning my HIV status pursuant to Chapter 119.07 of the Florida Statutes. My status will be released to anyone who requests a copy of this document.
<i>Your initials here</i>	I further understand that I may revoke this authorization to disclose my HIV status, in writing, prior to my application being considered at the next committee or subcommittee meeting. However, I understand that the information may have already been disclosed on the basis of this authorization.
<i>Your initials here</i>	I authorize the release and exchange of information about my HIV status among and between the Miami-Dade County Office of Management and Budget-Grants Coordination, the Office of the Mayor of Miami-Dade County, the Miami-Dade County Office of the Inspector General, the Miami-Dade HIV/AIDS Partnership, the United States Office of Inspector General, the United States Department of Health and Human Services, and Behavioral Science Research Corporation.

**Cancellation Of Disclosure Authorization**

*I wish to cancel this Disclosure of Personal Health Information Authorization. I understand that I am entitled to a copy of this canceled Authorization.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**6. Signature and Next Steps**

Bring your completed application to a meeting or send by:

- Mail: Behavioral Science Research Corporation (BSR), Attn: Staff Support, 2121 Ponce de Leon Boulevard, Suite 240, Coral Gables, FL 33134;
- Email: [mdcpartnership@behavioralscience.com](mailto:mdcpartnership@behavioralscience.com); or
- Fax: (305) 448-3325.

Please contact Partnership staff at (305) 445-1076 or [mdcpartnership@behavioralscience.com](mailto:mdcpartnership@behavioralscience.com), if you need assistance.

Upon receipt of your application, staff will contact you to review next steps for membership. Following that review, your application will go before the committee or subcommittee to which you have applied. You are required to attend the meeting of that committee or subcommittee to introduce yourself and state your interest in serving as a member.

I, (print your full name) \_\_\_\_\_, certify I have thoroughly read this application and will abide by the rules and regulations governing the Miami-Dade HIV/AIDS Partnership. I further certify that all the statements made in this application are true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Application valid for 6 months from this date.*

## **B. COMMITTEE/SUBCOMMITTEE MEMBERSHIP**

### 1. Committee/Subcommittee applicants are required to:

- Complete the Committee-specific application, including agreement to review of voter registration status.
- Attend a meeting of the requested committee to introduce themselves and state their interest in serving as a member.

### 2. Staff Responsibilities for Committee/Subcommittee Applicants:

- Ensure applications are completed in full and contact applicants if information is missing or unclear.
- Look up voter registration status.
- Advise applicants of upcoming meeting where their application will be reviewed.
- Advise Chair of new applicant(s).
- Keep applications on file.
- Following committee approval, send welcome packet including reminders on required training, meeting calendar, Code of Conduct, and Bylaws.

DRAFT

**Community Coalition Roundtable**  
**Proposed 2026 Meeting Dates and Locations**  
As of January 26, 2026

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**Proposed Meeting Dates**

- Monday, January 26, 2026
- Monday, February 23, 2026
- Monday, March 30, 2026
- Monday, April 27, 2026
- Tuesday**, May 26, 2026
- Monday, June 29, 2026
- Monday, July 27, 2026
- Monday, August 31, 2026
- Monday, September 28, 2026
- Monday, October 26, 2026

**Proposed Meeting Times**

- 5:00 PM to 7:00 PM; dinner served at 4:30 PM
- Borinquen Medical Centers: 4:00 PM to 6:00 PM; dinner served at 3:30 PM
- Care Resource: 4:00 PM to 6:00 PM; dinner served at 3:30 PM

**Proposed Locations**

- Borinquen Medical Centers, 3601 Federal Highway, 3rd Floor, Miami 33137
  - Care 4 U Community Health Center, 4690 NW 7th Avenue, Miami 33127
  - Care Resource Community Health Centers, 3510 Biscayne Boulevard, 1st Floor Community Room, Miami 33137
  - Empower U Community Health Center, 7900 NW 27th Avenue, Suite D205, Miami 33147
  - Latinos Salud, 640 NE 124th Street, North Miami 33161
-



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