



**Prevention Committee Meeting  
 Florida Department of Health – Health District Center  
 1350 NW 14th St, Conference Room 401B, Miami, FL 33125  
 January 22, 2026, Minutes**

*Approved March 26, 2026*

#	Members	Present	Absent
1	Bethel, Shakka	x	
2	Buch, Juan	x	
3	Darlington, Tajma		x
4	Duberli, Francesco	x	
5	Forrest, David		x
6	Ichite, Amanda	x	
7	Johnston, Jeremy	x	
8	Lopez, Crystal	x	
9	Medina, Jesus		x
10	Muñoz, Virginia	x	
11	Orozco, Eddie	x	
12	Pierre, Ross		x
13	Sanchez, Kenia		x
14	Santiago, Grechen		x
15	Shmuels, Diego		x
16	Vertovec, Jack	x	
<b>Quorum = 7</b>			

Guests	
Eldanaf, Amal	
Ferrer, Luigi	
Lowe, Camille	
Pache, Rosa E.	
Porras, Alexandra	
Saxena, Praveena	
Stonestreet, Stephanie	
Villamizar, Kira	
Staff	
Bontempo, Christina	

All documents referenced in these minutes were accessible to members and the public prior to and during the meeting at [www.aidsnet.org/the-partnership#prevention1](http://www.aidsnet.org/the-partnership#prevention1).

**I. Call to Order**

Committee Chair, Virginia Muñoz, called the meeting to order at 10:09 a.m.

**II. Introductions**

Ms. Muñoz called for introductions of members, guests, and staff.

**III. Housekeeping**

Members took turns reading the Housekeeping PowerPoint slides which included updates on what is new in 2026, general reminders, code of conduct highlights, meeting participation best practices, people first language, and resource persons.

**IV. Floor Open to the Public**

Ms. Muñoz 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 closed for public comment.

## V. Review/Approve Agenda

Ms. Muñoz requested members review the agenda. Items to be led by Tajma Darlington should be updated to read Virginia Muñoz. Ms. Muñoz called for a motion to accept the agenda with the change indicated. \

**Motion to approve the agenda with change indicated.**

**Moved: Eddie Orozco**

**Seconded: Francesco Duberli**

**Motion: Passed**

## VI. Review and Approve Minutes of October 24, 2024

Members reviewed the minutes of October 24, 2024, and there were no changes. Ms. Muñoz called for a motion to approve the minutes.

**Motion to approve the minutes of October 24, 2024, as presented.**

**Moved: Jeremy Johnston**

**Seconded: Crystal Lopez**

**Motion: Passed**

## VII. Reports

### ▪ **Membership**

#### □ **Source of Income Filing**

Staff advised that Source of Income filings are overdue for some members. Members who had the form in their packets were asked to complete and return the form to staff after the meeting.

#### □ **Prevention Committee Policies and Procedures and Committee Composition**

Members reviewed the redlined revisions to the Partnership Bylaws: *Addendum C Miami-Dade HIV/AIDS Partnership Prevention Committee Policies and Procedures*. Staff noted the key updates, included:

- Changing the committee acronym from “PC” to “PVC” throughout the document;
- Changing “high risk”, to “vulnerable”, throughout the document;
- Changing “infection”, to “transmission”, throughout the document;
- Removing references to gender and sexual orientation in Section B.1.a.; and
- Updating the reimbursement clause.

Members agreed with the changes and Ms. Muñoz called for a motion.

**Motion to accept the changes to the *Addendum C Miami-Dade HIV/AIDS Partnership Prevention Committee Policies and Procedures*, as presented.**

**Moved: Dr. Jack Vertovec**

**Seconded: Crystal Lopez**

**Motion: Passed**

## VIII. Standing Business

### ▪ **Officer Elections**

Per the Bylaws, the Prevention Committee Chair is appointed by the Florida Department of Health in Miami-Dade County. The appointed Chair is Virginia Muñoz.

Members held an election for Prevention Committee Vice Chair. Nominees were Crystal Lopez and Francesco Duberli. Staff prepared and distributed a ballot. Members completed the ballot and votes were in

favor of Crystal Lopez for Vice Chair.

- **Miami-Dade County HIV Prevention Workgroups – Updates and Calls to Action!**

. Prevention Workgroup leaders reviewed the shared a synopsis of their group’s activities and calls to action.

## **IX. New Business**

- **Florida Comprehensive Planning Network (FCPN) Nominations**

The committee is tasked with making recommendations to appoint two (2) nominees to the Florida Comprehensive Planning Network’s Prevention Planning Group. One member acts as the representative and the other an alternate, and both participate in meetings. Both members should expect to attend at least two meetings per year, including one in-person meeting in Tallahassee, for which travel expenses will be reimbursed. At the time of the Prevention Committee meeting, the application was not available so no nominees were selected. Staff will bring the application and additional details as soon as they are released.

- **2027-2031 Integrated Plan Development**

Staff presented the new Monitoring and Reporting System database and reminded members of the timeline for completion of the Integrated Plan.

Members started the review of Goal 1: Prevent New HIV Transmission. Activities for each goal should be formatted as SMART goals, specifically, all goals should be measurable since the current Plan has been overburdened with activities for which there were no data.

Members discussed many options for language around the objective of increasing the number of people aware of their HIV status, how to define the target, and where to get data. Kira Villamizar offered to provide CDC contract language required for program strategies as a basis for goal development. Other stakeholders should be included in the planning in order to have a broader scope for HIV prevention throughout the county. Ms. Lopez offered to contact Kwesi Willacy at Health Choice Network to assist with planning. Staff will coordinate with Ms. Villamizar to align the Integrated Plan goals in process with the current CDC strategies.

Members should expect to finalize the strategies and activities during their March and April meetings.

## **X. Announcements and Open Discussion**

Alexandra Porras announced that the Center for HIV and Research in Mental Health (CHARM) 2026 EIS Implementer Research Symposium is taking place on Friday, April 10 at the University of Miami Coral Gables Campus. A flyer was distributed and interested persons were asked to see Ms. Porras after the meeting for more information.

## **XI. Next Meeting**

The next meetings are at FDOH-Health District Center:

- Joint Integrated Plan Review Team on Tuesday, February 17, 2026, 10:00 a.m. – 1:00 p.m.; and
- Prevention Committee on Thursday, March 26, 2026, 10:00 a.m. – 12:00 p.m.

**XII. Adjournment**

Ms. Muñoz called for a motion to adjourn the meeting

**Motion to adjourn.**

**Moved: Dr. Amanda Ichite**

**Seconded: Crystal Lopez**

**Motion: Passed**

The meeting was adjourned at 11:56 a.m.