



Strategic Planning Committee
Behavioral Science Research Corp.
2121 Ponce de Leon Boulevard, Suite 240, Coral Gables, FL 33134
September 9, 2025 Minutes

Approved March 10, 2026

#	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	
Quorum = 3			

Guests	
Alcala, Carolina	Muñoz, Virginia
Gonzalez De Obando, Tivisay	Valle-Schwenk, Carla
Goubeaux, Dr. Robert	Williams, Stephen
Staff	
Bontempo, Christina	
Ladner, Dr. 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 <https://partnershipmiami.org/the-partnership-2/#strategicplanning1>.

I. Call to Order

Committee Chair, Stephanie Stonestreet, called the meeting to order at 10:09 a.m. and introduced the discussion topics for the meeting.

II. Introductions

Members, guests, and staff introduced themselves.

III. Housekeeping/Meeting Rules

Members 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

Committee Vice Chair, Angela Machado, 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: Angela Machado

Seconded: Hardeep Singh

Motion: Passed

VI. Review the Minutes of July 22, 2025

Members reviewed the minutes of July 22, 2025. “August” was misspelled on Page 2 under the Partnership Report. Members approved the minutes with the noted change.

Motion to approve the minutes of July 22, 2025, as corrected.

Moved: Shawneaqua Edwards

Seconded: Hardeep Singh

Motion: Passed

VII. Reports

▪ **Membership**

Ms. Stonestreet announced that there are still a significant number of vacancies on the committee and the Partnership. For those interested in membership, copies of the committee application was available at the meeting.

▪ **Partnership**

Ms. Stonestreet announced that the Partnership met on August 4 and approved the Annual Report. The report is posted online and was shared with participants at Senator Rene Garcia’s event on August 5, 2025.

The Partnership has a new website name, PartnershipMiami.org. Links to the old site, Aidsnet.org, will direct users to the new site and the old site will continue to be active until February 2026..

The Prevention Committee reconvened in mid-August under a four 94) month contract. Prevention Committee members will work solely on development of the 2027-2031 Integrated Plan during that contracted period.

VIII. Standing Business

▪ **2025 Assessment of the Recipient Administrative Mechanism Report**

Members read the Assessment of the Recipient Administrative Mechanism Report and made the following edits and corrections (page numbers refer to the September 9, 2025, draft):

- Insert a page of referenced reports; and change, “See Reports above”, to indicate the page.
- Follow up with respondents whose comments need clarification.
- Page 3, Methodology: reword to “. . . a response ~~was~~ for those answers was . . .”
- Page 4, Notable Survey Changes: Combine the sentence, “Beginning in 2024 . . .” with the second bullet.
- Page 4, The Subrecipient AAL Survey: Remove, “#5. Collected specific contract execution dates;” and remove “and” at the end of #8.
- Page 7: “Thank you for the ~~additional~~ comment. Please see the related Recipient response on ~~the previous~~ page [#].”
- Page 10: “. . . in Miami-Dade ~~in~~ for 2024 was . . .”, and add a period to the end of the paragraph.

- Page 10: Staff will offer the respondent opportunity to review in more detail the data presented for a better understanding, instead of adding an additional section to the Top Line Summary.
- Page 21: the 2024 table was removed and the reference to the table was updated in the Subrecipient Survey introduction.
- Page 23: Change Recipient response to the second bullet to, “A recent staffing additions~~s-are~~ is part of our efforts to streamline operations and enhance efficiency moving forward.”
- Page 24: Site the relevant page number in the Recipient response bullets.
- Page 25: Correct the title year from 2023 to 2024.
- Page 26: Correct the title year from 2023 to 2024.
- Page 27: Remove “N/A (n=1)”.
- Page 28: Change, “reoccurring” to “recurring” in the second Recipient response bullet.
- Page 42: Insert a period at the end of the second comment.
- Page 45: The Recipient advised that Groupware Technologies is redesigning their system and training on the new system will be provided. This discussion is not captured in the report.
- Page 46: Insert a period at the end of the first comment.

Motion to accept the 2025 Assessment of the Recipient Administrative Mechanism Report with changes as discussed.

Moved: Hardeep Singh

Seconded: Nilda Gonzalez

Motion: Passed

▪ **2027-2031 Integrated Plan Review**

Staff advised that the next Strategic Planning Committee meeting is the Joint Integrated Plan Review Team meeting on October 21 at the Florida Department of Health – Health District Center, from 10:00 a.m. – 1:00 p.m. Members should expect to review 2022-2026 data updates, and for the 2027-2031 Plan, members should expect to review Section 1 of the Plan narrative and to begin refining goals and objectives to the recommended 3 goals/objectives for each area: Diagnose; Treat; and Respond. Updates to the “Prevent” section will be led by the Prevention Committee.

Generally, the Strategic Planning Committee does not meet in November and December. Members were asked to save the date of November 18 for another JIPRT meeting, depending on how much progress is made in October.

IX. New Business

There was no New Business.

X. Announcements and Open Discussion

There were no announcements.

XI. Next Meetings

Ms. Machado announced the next scheduled meeting date is Tuesday, October 21, 2025, at the Florida Department of Health – Health District Center.

XII. Adjournment

Ms. Stonestreet adjourned the meeting at 11:38 a.m.