MIAMI-DADE
HIV/AIDS PARTNERSHIP

Medical Care Subcommittee Meeting
Behavioral Science Research Corporation
2121 Ponce de Leon Boulevard, Suite 215
Coral Gables, FL 33134

April 24, 2026, Minutes

Approved May 15, 2026

#	Members	Present	Absent
1	Baez, Ivet		X
2	Dougherty, James	X	
3	Friedman, Lawrence	X	
4	Gonzalez, Yvette	X	
5	Miller, Juliet	X	
6	Rojas, Vanessa	X	
7	Romero, Javier	X	
8	Serrano-Irizarry, Yendi	X	
9	Ysea, Cristhian A.		X
Quorum: 4			

Guests
Alcala, Carolina
Ortiz, Angela
Valle-Schwenk-Carla
Staff
Meizoso, Marlen

All documents referenced in these minutes were accessible to both members and the general public prior to and during the meeting, at https://partnershipmiami.org/the-partnership-2/#mcsc1.

I. Call to Order *James Dougherty*

The Chair, James Dougherty, called the meeting to order at 9:42 a.m. He introduced himself, provided an overview of the work for the day's meeting, indicated discussions may have time restrictions to complete tasks, and welcomed everyone.

II. Introductions *All*

Mr. Dougherty requested that members, guests, and staff introduce themselves.

III. Meeting Housekeeping *James Dougherty*

Mr. Dougherty reviewed the streamlined meeting housekeeping summary.

IV. Floor Open to the Public *James Dougherty*

Mr. Dougherty read the following:

"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 phone line and email for statements to be read into the record. No statements were received."

There were no comments, so the floor was closed.

V. Review/Approve Agenda *All*

The Subcommittee reviewed the agenda and accepted it as presented.

Motion to accept the agenda as presented.
Moved: Yendi Serrano-Irizarry Seconded: Dr. Lawrence Friedman Motion: Passed

VI. Review/Approve Minutes of March 27, 2026 *All*

Members reviewed the minutes of March 27, 2026, and made a motion to accept the document as presented.

Motion to accept the minutes of March 27, 2026, as presented.
Moved: Yendi Serrano-Irizarry Seconded: Dr. Lawrence Friedman Motion: Passed

VII. Reports

- **Ryan White Program** *Carla Valle-Schwenk*

Carla Valle-Schwenk provided the Ryan White Program report. The Recipient is continuing to work through the ADAP challenges. Earlier in the week a Ryan White Subrecipient Forum was held and programmatic updates were provided; these will be shared with staff to forward to the Subcommittee. Funding has been provided to the ADAP program to provide direct dispense to clients up to 400% FPL through June. Additional funding is being sought to fill the gap for the remainder of the year. The Recipient is working on the final close out of Fiscal Year (FY) 2025 reimbursements and 95% of the Formula portion of the grant award will likely be spent. The RWP appears to have served fewer clients in FY 2025 than in FY 2024. A partial award was received for the current fiscal year earlier in the year, and the remaining award should be provided in June. The Ending the HIV Epidemic award will likely be received in May. No contingencies have been implemented yet. Solutions to limited access to Biktarvy are still being explored.

- **ADAP** *Dr. Javier Romero*

Dr. Javier Romero shared information from the ADAP report of March 2026, as of April 9, 2026. Between March 2025-April 2026, 8,411 clients were served, which is 111 fewer clients than last year. Total expenditures were $70,224,388 but do not include the direct-dispense clients and those served through the pharmacy benefits manager, which is an additional estimated $3-5 million. Most clients received 90 days of medications. The ADAP database system appears to have problems, since previous viral suppression rates were between 93%-96%, and the current reported rates are between 75%-78%.

- **Vacancy Report** *Marlen Meizoso*

Marlen Meizoso reviewed the April 2026 vacancies, which indicated several membership opportunities on the Partnership and the Subcommittee. She indicated today was Ivet Baez's last day as a member since she has termed off the Subcommittee, so the Subcommittee is in need of a pharmacist. Currently there are vacancies for a physician, mental health professional, and members living with HIV. Any individuals interested in membership, and who are Miami-Dade County registered voters, may contact staff; prospective members will be invited to attend a meeting or training sessions.

VIII. Standing Business

- **2026 Agenda Item Discussion** *Marlen Meizoso*

In the meeting materials, a copy of the Committee calendar of activities. The Subcommittee had been working on contingency planning in response to the ADAP crisis, and while they will be addressing some deferred items today, several items are still pending: these items will likely not be completed without additional meetings or extending time at meetings. The Subcommittee indicated they would defer continued review of the Primary Medical Care Standards until the Fall, when it would normally take place. Since several members indicated they had a meeting conflict on the next regularly scheduled meeting May 22, 2026, they opted to move the meeting up one week to May 15, 2026, to ensure work continues to be addressed. An updated calendar will be provided at the next meeting.

- **Officer Elections** *All*

Officer elections had been deferred from the meeting in January, and were addressed at the meeting. The election memo previously distributed was reviewed and indicated that the chair and vice chair have served their two-year term. Christhian Ysea indicated he would be interested in serving as Chair and Dr. Lawrence Friedman indicated he was interested in serving as Vice Chair. The Subcommittee moved to elect these two persons to these positions.

Motion to elect Cristhian Ysea, Chair, and Dr. Lawrence Friedman, Vice Chair of the Medical Care Subcommittee.
Moved: Juliet Miller **Seconded: Dr. Vanessa Rojas** **Motion: Passed**

Mr. Dougherty thanked the Subcommittee for the opportunity to serve as Chair over the past two years, and the members thanked him for his service.

- **Service Definitions Deferred: Mental Health, Substance Abuse, Oral Health** *All*

The mental health, substance abuse, and oral health service definitions were deferred items from January. Requested edits from prior meetings were included for review, and were accepted; those elements which do not apply in FY 2026 because of the delayed RFP, such as new service references, were removed and these changes were incorporated into the current drafts. The Subcommittee reviewed each service description and approved all three.

Motion to accept the FY 2026 Ryan White Program Mental Health Service Description as presented.
Moved: Yendi Serrano-Irizarry **Seconded: Dr. Vanessa Rojas** **Motion: Passed**

Motion to accept the FY 2026 Ryan White Program Substance Abuse Outpatient Care and Substance Abuse Services (Residential) Service Description as presented.
Moved: Dr. Lawrence Friedman Seconded: Dr. Javier Romero Motion: Passed

A reference to non-medical case management was erroneously included, and will be stricken from the oral health care service description draft. The Subcommittee approved the service description with the edit.

Motion to accept the FY 2026 Ryan White Oral Health Service Description as edited.
Moved: Juliet Miller Seconded: Dr. Javier Romero Motion: Passed

- **Service Definitions Revisited: Prescription Drugs and Outpatient Ambulatory Health Services** *All*

The prescription drug and outpatient ambulatory health service descriptions were revisited because new services included in the upcoming RFP had not taken place in FY 2025. The current draft has references to those services removed. The Subcommittee reviewed the revised service descriptions and approved them as presented.

Motion to accept the FY 2026 Ryan White Program AIDS Pharmaceutical Assistance (Local Pharmaceutical Assistance Program-LPAP) Service Description as presented.
Moved: Juliet Miller Seconded: Dr. Javier Romero Motion: Passed

Under Outpatient Ambulatory Health Services, the references highlighted in green are Recipient billing references, which will be updated upon receipt of the information.

Motion to accept the FY 2026 Ryan White Program Outpatient Ambulatory Health Services Description as discussed.
Moved: Dr. Lawrence Friedman Seconded: Dr. Juliet Miller Motion: Passed

- **Oral Health Care (OHC) Standards Revisions** *All*

The Oral Health Care Standards revisions were also deferred from January. The requested edits to the Oral Health Care Standards were incorporated into the draft, and the Subcommittee reviewed the document. The following additional edits were recommended:

- Add “Program” after references to Ryan White on pages 1 and 2;
- Add hyphen between HIV relate; and
- Add “d” to relate.

Motion to accept the FY 2026 Ryan White Program Oral Health Care Standards as discussed.
Moved: Juliet Miller Seconded: Yvette Gonzalez Motion: Passed

- **Edits to Letters of Medical Necessity-Continuous Glucose Monitors (CGM) and Food Bank** *All*

Edits to the Letters of Medical Necessity for continuous glucose monitors and food bank were other deferred item. Edits had been made to the continuous glucose monitor letter and estimated cost for expanding or changing glucose monitors was provided. The Subcommittee discussed the impact of picking one device over another, so that the practitioner could select the one that best fits the client and must be cost effective. The Subcommittee made the following edits to the letter:

- Leave the brand name but remove specific device models;
- Keep both references to prescriber without an apostrophe s;
- Change insulin in criteria 1 and 2 to diabetes; and
- Add two clauses to the letter that the most cost-effective option must be selected and that if the client wishes to use their smart phone, no reader is required.

This item can be revisited in six months.

Motion to accept the FY 2026 Ryan White Program Letter of Medical Necessity for Continuous Glucose Monitors as discussed.
Moved: Dr. Vanessa Rojas Seconded: Yendi Serrano-Irizarry Motion: Passed

No changes were being recommended to the nutritional assessment letter for food bank, but the Subcommittee deemed some of the language in the green box of the letter was a little confusing. The letter should have "which will assist with" stricken and replaced with "to".

Motion to accept the FY 2026 Ryan White Program Nutritional Assessment for Extension of Occurrences of Food Bank Services as discussed.
Moved: Dr. Lawrence Friedman Seconded: Yvette Gonzalez Motion: Passed

- **Contingency Planning Continued:**

  - **Outpatient Ambulatory Health Services (OAHS) Review** *All*

    At the last meeting, the OAHS utilization report for FY 2024-2025 was shared: the Subcommittee requested additional details on the outliers (max) column, which was provided and reviewed by the Subcommittee. Additional data were requested exclusively for vaccines, and these data will be presented at the next meeting.

  - **Ryan White Prescription Drug Formulary** *All*

    Staff provided a working draft of the Ryan White formulary (last version) for April 2026 re-sorted by therapeutic classification, then pharmacological classification, then brand name. ARVs because they are coded differently under the therapeutic column, are spaced through the document but highlighted in pink. For review purposes it was suggested to move the ARVs highlighted in pink to the beginning of the document. Since time was running short for the meeting and most members could not stay late, this item will be brought back to the next meeting.

- **Allowable Conditions Response to "Dear Colleague" Letter** *All*

This item was also deferred from January, and was one of the primary tasks the Subcommittee was actively working on last year. The Subcommittee determined to review the deferred section and to review items under dermatology at the next meeting. Staff will post items as quickly as possible, so members have an opportunity to review the documents before the next meeting.

IX. New Business *All*

There were no new business items.

X. Announcements *All*

The next Get on Board training was announced and will take place on May 6, 2026. The training is held on Microsoft Teams and individuals can register via the QR code or click the link imbedded in the notice that was sent out Wednesday.

XI. Next Meeting *James Dougherty*

The next meeting is scheduled for Friday, May 15, 2026, at 9:30 a.m. at the BSR conference room.

XII. Adjournment *James Dougherty*

Mr. Dougherty thanked everyone for participating in the meeting and called for a motion to adjourn.

Motion to adjourn.
Moved: Dr. Vanessa Rojas **Seconded: Dr. Lawrence Friedman** **Motion: Passed**

The meeting adjourned at 11:30 a.m.