



**MIAMI-DADE
HIV/AIDS PARTNERSHIP
Research Ad-Hoc Committee Meeting
Behavioral Science Research, 2121 Ponce de Leon Boulevard, Suite 230
July 20th, 2009 Minutes**

Approved November 2, 2009

#	Members	Present	Absent	Guests	
1	Messick, Barbara	X		Sheridan Castellanos	Maria Sevaes
2	McGowan, Ed	X		Charles Martin	Martina de Varona
3	Wooten, Lonnie		X	Lisa Metsch	
				Staff	
				Christina Bontempo	
				Clarice Evans	
				Beth Hayden	
				Kimberly Tardalo	
Quorum =2					

I. Call to Order/Introductions

The meeting was called to order at 10:25 a.m. Staff welcomed everyone and asked for introductions.

II. Resource Persons

Behavioral Science Research (BSR) staff was identified as resource individuals.

III. Review Agenda

Members reviewed the agenda.

IV. Membership

Christina Bontempo

Ms. Bontempo informed attendees of the requirements for committee membership. All applicants must be Miami-Dade County residents, agree to attend and participate in meetings, fill out a proper application and come before the committee for review.

Currently there are several vacancies on the full Partnership and all committees.

V. New Business

▪ **Presentation Review and Protocol**

Members reviewed the changes made to the Research Presentation Request to Miami-Dade HIV/AIDS Partnership Research Ad-Hoc Committee and Request to Present Research Findings to the Miami-Dade HIV/AIDS Partnership (copies on file). Two changes were made in the last paragraph of the first document; “presentations are limited to 20 minutes” will be replaced with, “presentations may be limited due to time constraints,” and “the appropriate venue” will be removed.

Motion to accept the Research Presentation Request to Miami-Dade HIV/AIDS Partnership Research Ad-Hoc Committee and Request to Present Research Findings to the Miami-Dade HIV/AIDS Partnership, with changes noted above.

Moved: Barbara Messick

Seconded: Ed McGowan

Motion: Passed

▪ Next Steps

Members discussed who should be targeted for presenting research and what would be appropriate venues at which to present research. Providers and local universities will be targeted as presenters and the Partnership, all committees and the Provider Forum will be venues for presentations. The goals of this research presentation initiative are to provide venues for researchers to present, inform the community and form partnerships between researchers, service providers and other community liaisons.

Lisa Metsch will bring a list of all local research projects to the next Research Ad-Hoc Committee meeting to assist in the planning process. Members discussed a variety of topics of interest as well as current research projects. Many local research projects and researchers were discussed; Dr. Metsch and Barbara Messick will make initial contacts to inform potential presenters of the committee's mission. Staff will then follow up with them to have them fill out the forms and schedule presentations as appropriate. Prior to the Strategic Planning Committee meeting this month staff will draft a letter of invitation to speakers. Ideally, the Medical Care Subcommittee meeting in September would be the start of presentations at meetings.

The Strategic Planning Committee will review the draft letter of invitation, list of potential presenters and list of topics at their July meeting. The information will be relayed to the Research Ad-Hoc Committee in November.

▪ Chair Elections

Ms. Messick was nominated as the chair of the Research Ad-Hoc Committee.

Motion to accept Barbara Messick as the chair of the Research Ad-Hoc Committee.

Moved: Ed McGowan

Seconded: Barbara Messick

Motion: Passed

VI. Announcements

Staff asked members to review the fliers on the table regarding upcoming events.

Dr. Metsch announced a Community Advisory Board meeting on August 10th.

VII. Next Meeting

The next meeting is November 2nd, 2009 at BSR.

VIII. Adjournment

Motion to adjourn.

Moved: Barbara Messick

Seconded: Ed McGowan

Motion: Passed

The meeting was adjourned at 10:57 a.m.