



**MIAMI-DADE  
HIV/AIDS PARTNERSHIP  
Strategic Planning Committee Meeting  
Behavioral Science Research, 2121 Ponce de Leon Boulevard, Suite 230  
September 11<sup>th</sup>, 2009 Minutes**

*Approved November 13, 2009*

#	Members	Present	Absent
1	Batts, Metris		X
2	Louis, Ray	X	
3	Messick, Barbara	X	
4	McGowan, Ed	X	
5	Siclari, Rick		X
6	Valle-Schwenk, Carla	X	
7	Wilson, Carol	X	
8	Wooten, Lonnie	X	
9	Wyatt-Sweeting, Michele	X	
<b>Quorum =4</b>			

Guests	
Charles Garcia	
Dennis Iadarola	
Staff	
Christina Bontempo	
Beth Hayden	
Marlen Hernandez	
Kimberly Tardalo	

**I. Call to Order/Introductions**

The chair, Michele Wyatt-Sweeting, called the meeting to order at 10:10 a.m., welcomed everyone and asked for introductions.

**II. Resource Persons**

Ms. Wyatt-Sweeting indicated Behavioral Science Research (BSR) staff as resource individuals.

**III. Review Agenda**

Members reviewed the agenda; staff was added to announcements.

**IV. Review/Approve Minutes of August 14<sup>th</sup>, 2009**

Members reviewed the minutes of August 14<sup>th</sup> as presented.

**Motion to approve the minutes of August 14<sup>th</sup>, 2009, as presented.**

**Moved: Ed McGowan**

**Seconded: Barbara Messick**

**Motion: Passed**

**V. Membership**

Metris Batts has missed three consecutive meetings; however she has not received a warning letter. She communicated to staff prior to this meeting that there was a miscommunication in which she thought she was no longer qualified to serve on the committee. With clarification, she expressed her continued interest in membership and will begin attending meetings regularly.

## VI. Standing Business

### ▪ Ryan White Program Update

Carla Valle-Schwenk

There is currently a waitlist for food bank services from Food for Life Network. Sweeps #3, slated to be held in November, will entertain a request to move more funds to food bank services. Until then, contact Tom Pietrogallo at Food for Life Network with any suggestions on improving the situation.

The County is facing serious budget cuts; the second and last budget hearing concerning cuts will be held on September 17<sup>th</sup> at 5:01 p.m. All interested parties are encouraged to attend.

The AIDS Drug Assistance Program (ADAP) held two Day of Dialogues at SFAN. Part A and General Revenue were invited to share information on their respective programs but were asked to leave for the ADAP session between Department of Health (DOH) personnel from Tallahassee and local clients.

### ▪ Comprehensive Plan Update

Members received the full Comprehensive Plan update (copy on file). All committees have received their assignments; the committee reviewed all items that had a September 2009 review date; the following updates were discussed:

- 1.1.2: Create and implement strategies for sustained provider collaboration
  - Continuous Quality Improvement (CQI) and the Performance Improvement Advisory Team (PIAT) are working on clarifying the referral process between providers; this will be on the September PIAT agenda.
  - Review date: December 2009
- 1.1.3: Develop and administer a survey to identify each Part A provider's referral process
  - The survey is currently being developed.
  - Review date: December 2009
- 2.1.1: Review Client Satisfaction Survey results and survey tool
  - The results should be ready by the end of September.
  - Review date: October 2009
- 2.1.2: Identify needs for customer service improvement through annual Client Satisfaction Survey
  - The needs can be identified once the results are ready.
  - Review date: October 2009
- 2.1.3: Develop and promote training of the *National Standards for Culturally and Linguistically Appropriate Services (CLAS) in Health Care* with a focus on areas identified as needing improvement
  - A presentation on cultural competence was given at this month's medical case management training.
  - A CLAS certified trainer should be identified to train Ryan White Program employees at some point.
  - Review date: December 2009
- 3.2.6: Support and promote transitional housing for formerly incarcerated Persons Living With HIV/AIDS (PLWHA) reentering Miami-Dade County
  - There is a Re-entry Committee meeting on October 21<sup>st</sup> at BSR.
  - Miami-Dade County, the City of Miami and other municipalities have received Neighborhood Stabilization Program Federal funding; the programs have yet to begin. Periodic updates will be

- given as available.
  - One of the two Lifequest buildings may be used as transitional housing once the buildings are rehabilitated.
  - Review date: November 2009
- 3.3.1: Increase availability of information on HIV/AIDS resources to PLWHA, HIV/AIDS service providers and the general community
  - Activities are ongoing. The Partnership and committee meetings are held regularly, [www.aidsnet.org](http://www.aidsnet.org) is well advertised, Community Notices are sent out weekly and provider brochures are currently being updated.
  - Review date: December 2009
- 3.3.2: Facilitate training for consumers on client rights and responsibilities, grievance procedures and the service provider system
  - During the next fiscal year, staff will host a series of community trainings on health literacy; the AIDS Education and Training Centers (AETC) and Legal Services of Greater Miami will be asked to assist.
  - Review date: February 2010
- 4.3.1: Support efforts to tie funding to subgroups and geographic areas that have the most severe need and 4.3.2: Support and promote improved access to resources and capacity building in South Dade, specifically for medical providers
  - Both motions sent to the Partnership regarding implementation of changes to impact South Dade service failed.
  - The County will provide periodic updates on progress of addressing unmet need in South Dade.
  - Review date: December 2009
- **Assessment of the Administrative Mechanism Update**

Members were asked to review the initial reports (copy on file) for both the Partnership and Provider Assessments of the Administrative Mechanism. The committee will receive a final report at its next meeting.

- **Research Presentation Requests** *Barbara Messick*

Members received two Requests to Present Research Findings to the Miami-Dade HIV/AIDS Partnership:

- Dr. Jose G. Castro of the University of Miami, Miller School of Medicine regarding circumcision in the Hispanic community as an additional component for HIV prevention; and
- Dr. Olga Villar-Loubet of the University of Miami, Department of Psychiatry regarding risk factors associated with HIV transmission in Hispanic women.

**Motion to invite Dr. Olga Villar-Loubet to present her findings to the Partnership in October, and to invite Dr. Jose G. Castro to present his findings to the Partnership in November.**

**Moved: Barbara Messick**

**Seconded: Lonnie Wooten**

**Motion: Passed**

- **Annual Report**

Members were asked to review Partnership accomplishments and epidemiological and utilization data for the next meeting in preparation for the Annual Report.

## **VII. Announcements**

Members were asked to review the Surveillance Report (copy on file).

### **Motion to extend the meeting.**

**Moved: Carla Valle-Schwenk**

**Seconded: Lonnie Wooten**

**Motion: Passed**

Christina Bontempo sadly informed attendees of the passing of former Partnership Chair and long-time advocate, Charlie LeClair. She announced that the arrangements for a service to commemorate Mr. LeClair are underway; details will be distributed once they are finalized.

Ms. Wyatt-Sweeting announced that the Department of Children and Families (DCF) will be hosting community input meetings to help in shaping the future of behavioral health treatment. Daycare will be available at each meeting. Meetings are as follows:

- September 29<sup>th</sup>, 5:00 p.m. to 8:00 p.m. at North Dade Regional Library,
- October 2<sup>nd</sup>, 10:00 a.m. to 12:00 p.m. for child issues and 1:30 to 3:30 for adult issues at DCF, 401 NW 2<sup>nd</sup> Avenue,
- October 5<sup>th</sup>, 5:00 p.m. to 8:00 p.m. at South Dade Regional Library, and
- October 6<sup>th</sup>, 1:00 p.m. to 3:00 p.m. at Marathon Government Center.

## **VIII. Next Meeting**

The next meeting is October 9<sup>th</sup>, 2009 at BSR.

## **IX. Adjournment**

### **Motion to adjourn.**

**Moved: Ed McGowan**

**Seconded: Barbara Messick**

**Motion: Passed**

The meeting was adjourned at 12:10 p.m.