

**MINUTES**  
**Sunshine Meeting**  
**May 23, 2019**  
**11:00 A.M**  
**Government Center**  
**6601 Main Street**  
**Miami Lakes, Florida 33014**

**1. Call to Order:**

Meeting began at 11:20 a.m.

Present at the meeting were: Councilmembers Luis Collazo, Marilyn Ruano, Mayor Manny Cid, Special Needs Advisory Board liaison- Yessenia Leyva, Director of Communications -Clarisell De Cardenas and Deputy Town Clerk- Nicole Cuellar.

**2. Items Discussed:**

**A. Special Needs Advisory Board – Inclusion Options**

- Brainstorming inclusion options and forms to incorporate programs for the general residents in the Town.
- Possibly creating a Needs Assessment with the help of Q-Q Research Consultants, of Miami Lakes before September 2019.
  - Mayor and Councilmembers contacted Q-Q Research Consultants.
- Discussion of partnership with Ana G. Mendez for a starting program/services
- Discussion of a “pilot” program with Disability Programs & Training

**B. After Action Items:**

1. Gather data, through a Special Needs Assessment, to consider what needs to be
2. Q-Q Research Consultants CEO and staff to meet with the Special Needs Advisory Board to further discuss options of assessments/sampling data.
3. Pick a starting date for a pilot program with the Disability Programs & Training that includes starting uses such as business cards and decals.
4. Partnership for programs/services with the Disability Programs & Training.
5. A future One-Stop shop for all kinds of services that caters to general residents and the Special Needs community.

**Adjournment:**

This meeting was adjourned at 12:39 p.m.

Approved on this 4<sup>th</sup> day of June 2019.

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Manny Cid, Mayor

Attest:

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Gina M. Inganzo, Town Clerk