

**Ryan White EMA Planning Council**  
New Haven and Fairfield Counties



Joanne Montgomery & Roberta Stewart, Co-Chairs

**Strategic Planning & Assessment Committee Meeting Minutes**

**Meeting Date:** Thursday, May 5<sup>th</sup>, 2011  
**Start Time:** 2:03  
**End Time:** 3:13  
**Location:** The Greek Olive  
**Presiding Chair:** Roberta Stewart  
**Recorder:** Jeff Daniel

**Summary of Committee Business Votes**

- Approval of Minutes from the April 7<sup>th</sup>, 2011

**Council Member Assignments**

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Recruit/Promote Planning Council to increase PLWHA participation

**Staff Member Assignments**

- FY 2012 Priority Setting and Resource Allocation preparation/data collection
- EIIHA Strategy #2 (High Risk Assessment)
- Recruit/Promote Planning Council to increase PLWHA participation

**Attendance Record – 2011**

	<b>Council Member</b>	1/6	2/3	3/3	4/7	5/5	6/2	7/7	8/4	9/1	10/6	11/3	12/1
1.	Ric Browne												
2.	Charlotte Burch		X	X									
3.	Brian Datcher			X		X							
4.	Adaline DeMarrais			X									
5.	Heidi Jenkins				X	X							
6.	Tom Kidder			X		X							
7.	Brian Kuerze	X	X	X	X	X							
8.	<i>Beverly Leach PC Co-Chair</i>	X	X	X	X								
9.	Ronald Lee				X	X							
10.	Jennifer Loschiavo	X		X	X								
11.	<i>Leif Mitchell PC Co-Chair</i>	X		X	X								
12.	Caesar Moffett, Jr.												
13.	Ken Teel												
14.	Kenneth McCoy	X	X	X	X	X							
15.	Krystle Moore	X	X	X	X	X							
16.	<b>Joanne Montgomery Co-Chair</b>		X		X	X							
17.	Clara Ramos		X	X	X								
18.	Christine Romanik												
19.	Gabrielle Rosa		X	X	X								
20.	Robert Sideleau	X	X	X									
21.	<b>Roberta Stewart Co-Chair</b>	X		X	X	X							
22.	Dennis Torres	X											
	Ryan White Office	X	X	X	X	X							
	Planning Council Staff	X	X	X	X	X							
	% of Council present:	50%	53%	67%	53%	41%							

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**(1.0) Moment of Silence**

Roberta Stewart called the meeting to order at. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

**(2.0) Welcome and Introduction**

All participants introduced themselves.

**(3.0) Co-Chair Announcements**

Roberta reviewed today's agenda with the committee. Joanne announced that Jennifer Loschiavo was in the hospital and her baby was coming very soon!

**(4.0) Approval of April 7<sup>th</sup>, 2011 Meeting Summary**

A motion to approve the minutes was made by Joanne Montgomery and seconded by Ronald Lee.

**For:** Jenkins, Lee, McCoy, Moore, Montgomery, Stewart

**Against:** None

**Abstain:** Datcher, Kuerze, Kidder, Stewart

**(5.0) New Business/Old Business**

**a. Reviewed SPA PCAT**

- The Committee reviewed the PCAT and determined to be on track with assigned work activities.

**b. Develop 2012 Priority Setting and Resource Allocation process**

- The committee received and reviewed Quality Improvement data from the QI committee for use in the FY 2012 Priority Setting process. The SPA committee determined that utilizing Standard of Care compliance was the best method to integrate QI findings into the PS process.
- The committee received a recommendation from Mem/Fi to use Bob and Tom K's New Haven consumer forum data in place of Community Forum #4. Committee agreed to use the larger consumer participation feedback to inform FY 2012 Priority Setting
- Committee reviewed the FY 2011 Resource Allocation data sets. For FY 2012 the committee will use the following data sets to inform the EMA's Resource Allocation:
  1. Ryan White Parts B,C,D, F and Special Projects of National Significance (SPNS)
  2. DMHAS
  3. Minority AIDS Initiative
  4. Housing Opportunities for People with AIDS (HOPWA)
  5. Dept of State Services
  6. Substance Abuse and Mental Health Services Administration (SAMHSA)
  7. Connecticut Medicaid
  8. LIA

**c. Reviewed EIHA (Early Identification of Individuals with HIV/AIDS—Unaware) strategies review, discussion and action.**

- Most of the 9 strategies are completed or in process
- Staff has conducted 51 high risk surveys at Recovery Network of Programs substance abuse treatment facility

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## **d. Needs Assessment Activity**

- Discussed the process to conduct an Out of Care (no CD4, Viral Load or Anti-Retroviral Therapy (ART) within the past 6-12 months) Needs Assessment to inform FY 2012 PSRA. Due to partial grant award, timing of Out of Care Needs Assessment will be determined once the Ryan White Office (RWO) receives the full award. MIGHT NOT occur if the EMA receives a cut in funding.

## **(6.0) Announcements**

## **(7.0) Adjournment**

The meeting adjourned at 3:13 p.m.