

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, June 2nd, 2011
Start Time: 2:03
End Time: 3:04
Location: Burroughs Community Center
Presiding Chair: Joanne Montgomery
Recorder: Jeff Daniel

Summary of Committee Business Votes

- Approval of Minutes from the May 5th, 2011 meeting
- FY 2012 Priorities

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 Resource Allocation preparation/data collection
- EIHA Strategy #2 (High Risk Assessment)
- Recruit/Promote Planning Council to increase PLWHA participation
- Request Epi Update from DPH

Attendance Record – 2011

	Council Member	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	X						
4.	Adaline DeMarrais			X									
5.	Heidi Jenkins				X	X							
6.	Tom Kidder			X		X							
7.	Brian Kuerze	X	X	X	X	X	X						
8.	<i>Beverly Leach PC Co-Chair</i>	X	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		X						
12.	Caesar Moffett, Jr.												
13.	Ken Teel												
14.	Kenneth McCoy	X	X	X	X	X	X						
15.	Krystle Moore	X	X	X	X	X	X						
16.	Joanne Montgomery Co-Chair		X		X	X	X						
17.	Clara Ramos		X	X	X		X						
18.	Christine Romanik												
19.	Gabrielle Rosa		X	X	X		X						
20.	Robert Sideleau	X	X	X			X						
21.	Roberta Stewart Co-Chair	X		X	X	X	X						
22.	Dennis Torres	X					X						
	Ryan White Office	X	X	X	X	X	X						
	Planning Council Staff	X	X	X	X	X	X						
	% of Council present:	50%	53%	67%	53%	41%	55%						



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(1.0) Moment of Silence

Joanne Montgomery 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

Joanne reviewed today's agenda with the committee.

(4.0) Approval of May 5th, 2011 Meeting Summary

A motion to approve the minutes was made by Roberta Stewart and seconded by Krystle Moore

For: Datcher, Kuerze, Leach, McCoy, Moore, Stewart

Against: None

Abstain: Mitchell, Rosa, Torres, Montgomery

(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. Determine FY 2012 Service Category Priorities

The Committee used the following process to determine the EMA's FY 2012 Service Priorities:

1. Reviewed the data sets and rankings for each
2. Weighted each data source based on importance to PLWHA
3. determined the priority ranking for each service category based on #1 and #2

Bob Sideleau made a motion to approve the FY 2012 Service Category rankings and forward them to the Planning Council for final approval. The motion was seconded by Krystle Moore.

For: Datcher, Leach, McCoy, Mitchell, Moore, Rosa, Torres, Stewart

Against: None

Abstain: Kuerze, Montgomery



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The Grant Year 2012 Service Priorities are as followed:

Service Category	2012 Ranking
Medical Case Management	1
Outpatient/Ambulatory Medical Care	2
Food Bank/Home Delivered Meals	3
Housing Services	4
Medical Transportation	5
Substance Abuse Services-Outpatient	6
Mental Health Services	7
Emergency Financial Assistance	8
Oral Health Care	9
Health Insurance	10
Substance Abuse Services-Inpatient	11
Early Intervention Services	12
AIDS Pharmaceutical Assistance (local)	13

- c. **Provide an epidemiology update by EMA, County and Region**
 The committee asked PC staff to request an update from DPH
- d. **Update HRSA Service Category Definitions**
 The Committee did a preliminary review of the HRSA service category definitions. Tracy Kulik of Collaborative Research did a tremendous job comparing the current service category definitions with the new definitions. Staff will email the document prior to the July meeting so Council members can review. Next month, SPA will continue updating the service category definitions.
- e. **Early Intervention Services Model Review**
 Due to the delay in funding, the EIS models have not been implemented. Once the Notice of Grant award has been received and the continuum of care is fully funded, the committee will review the EIS model for effectiveness.
- f. **EIIHA (Early Identification of Individuals with HIV/AIDS—Unaware) strategies review, discussion, action and update**
 All strategies have been completed or are in process. The Committee will update the EIIHA strategies in the coming months.
- g. **Needs Assessment Activity**
 Due to the delay in funding, the Needs Assessment activity has been postponed pending receipt of final Notice of Grant Award

(6.0) Announcements

- Mayor's AIDS Taskforce
- Starting on 6/13 through 10/31, Norwalk Smiles is sponsoring a Farmer's Market from 3-6 on Mondays. Contact Krystle Moore for more details.

(7.0) Adjournment

The meeting adjourned at 3:04 p.m.