



Adaline DeMarrais and Caesar Moffett, Jr, Co-Chairs

Membership/ Finance Committee Meeting Minutes

Meeting Date: Thursday, August 4th, 2011
Start Time: 12:10
End Time: 1:20
Location: Burroughs Community Center
Presiding Chair: Caesar Moffett, Jr.
Recorder: Jeff Daniel

Summary of Committee Votes

- Approval of July Meeting minutes
- Membership Applications

Council Member Assignments

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

Staff Member Assignments

- Facilitate Council Membership Process
- Maintain Attendance Records for all meetings
- Maintain Council Reflectiveness “Grid”
- Coordinate Community Forum #6 in Meriden

(1.0) Moment of Silence

Caesar Moffett, Jr. called the meeting to order at 12:10 pm. 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

None

(4.0) Approval of July 7th, 2011 Meeting Summary

A motion to approve the minutes was made by Roberta Stewart and seconded by Brian Datcher

For: Datcher, Lee, Mitchell, McCoy, Stewart

Against: None

Abstain: Cousar, Moffett

Not Present: Leach

(5.0) New Business/Old Business

a. Review Membership/Finance PCAT

The Committee reviewed the PCAT and determined it was on target with all assigned activities.

b. Review Planning Council Feedback

The PC feedback was very strong—probably the best thus far!



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c. Review Planning Council Reflectiveness

The Council is at 32% non-conflicted consumer with a goal of 33%. The Council is still seeking a Medicaid rep as well as Hispanic; Male and non-conflicted consumers. Staff reported discussing the Medicaid vacancy with our Project Officer. HRSA will write a letter to the Chief Elected Official (New Haven Mayor John DeStefano) emphasizing the importance of having a Medicaid rep on the Council.

d. Review Planning Council Attendance

Planning Council attendance was reviewed. Shaded box on the spreadsheet means that the individual was not an official member of the council at that time. Members can miss a maximum of 4 absences per calendar year/4 absences for Executive. The committee also reviewed committee attendance as well as Planning Council attendance.

e. Review of Membership Applications

The Committee reviewed two membership applications.

Roberta Stewart made a motion to go into Executive Session to review membership applications. Leif Mitchell seconded the motion.

For: Cousar, Datcher, Leach, Lee, Mitchell, McCoy, Stewart

Against: None

Abstain: Moffett

Roberta Stewart made a motion to go out of Executive Session after reviewing membership applications. Leif Mitchell seconded the motion.

For: Cousar, Datcher, Leach, Lee, Mitchell, McCoy, Stewart

Against: None

Abstain: Moffett

Roberta Stewart made a motion to move Andrew Lyon's membership application to the full Council (applicant has met membership requirements of attending one Committee meeting and one Planning Council meeting). Seconded by Ronald Lee.

For: Cousar, Datcher, Leach, Lee, Mitchell, McCoy, Stewart

Against: None

Abstain: Moffett

f. Develop Recruitment plan to maintain EMA's epidemic reflectiveness

Staff reported that the next Community Forum (#6) will be on Thursday, August 11th from 1:30 p.m. to 3 p.m. at Hispanos Unidos in Meriden. Roz Wimbish is coordinating with HU clients to participate.

(6.0) Grantee Report:

Tom Butcher reported:

1. The Notice of Grant Award has been received but HRSA notified 6 jurisdictions, including ours, that they had over-calculated our award. Dr. Deborah Parham Hopson

Ryan White EMA Planning Council
New Haven and Fairfield Counties



Adaline DeMarrais and Caesar Moffett, Jr, Co-Chairs

called me to inform me of the mistake. Subsequently, we received a letter from HRSA saying the newly calculated awards would be issued “as soon as possible.”

2. Due to the error in the NGA, I cannot enter into contracts because I don't know what amount of money we have
3. Needless to say, it has been an incredibly frustrating year for all of us. I thank everyone who is committed to continuing services for people living with AIDS in our region. As soon as I know more from HRSA, I will of course communicate it to you. I'm sorry I don't have better news but unfortunately, this is our new reality.

(7.0) Announcements

None

(8.0) Adjournment

The meeting adjourned at 1:20 p.m.

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.	Kenneth Cousar								X				
4.	Brian Datcher		X	X		X	X	X	X				
5.	Adaline DeMarrais Co-Chair	X	X	X	X	X		X					
6.	Heidi Jenkins												
7.	Tom Kidder			X	X	X							
8.	Brian Kuerze	X	X	X	X	X	X	X					
9.	<i>Beverly Leach PC Co-Chair</i>	X	X	X	X		X		X				
10.	Ronald Lee				X	X		X	X				
11.	Andrew Lyons												
12.	<i>Leif Mitchell PC Co-Chair</i>	X	X	X	X		X	X	X				
13.	Caesar Moffett, Jr. Co-Chair	X	X	X	X	X	X	X	X				
14.	Ken Teel												
15.	Kenneth McCoy			X	X	X	X	X	X				
16.	Krystle Moore												
17.	Joanne Montgomery	X											
18.	Clara Ramos												
19.	Christine Romanik												
20.	Gabrielle Rosa												
21.	Robert Sideleau	X	X	X	X	X							
22.	Roberta Stewart	X		X	X	X	X	X	X				
23.	Dennis Torres						X						
	Ryan White Office	X	X	X	X	X		X	X				
	Planning Council Staff	X	X	X	X	X		X	X				
	% of Council present:	44%	44%	52%	48%	41%	36%	36%	35%				