



*Joanne Montgomery & Roberta Stewart, Co-Chairs*

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**Strategic Planning & Assessment Committee Meeting Minutes**

**Meeting Date:** Thursday, September 1<sup>st</sup>, 2011  
**Start Time:** 2:05  
**End Time:** 3:57  
**Location:** The Greek Olive  
**Presiding Chair:** Roberta Stewart  
**Recorder:** Jeff Daniel

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**Summary of Committee Business Votes**

- Approval of Minutes from the August 4<sup>th</sup>, 2011 meeting
- FY 2012 Resource Allocation

**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 Finalization for Planning Council presentation
- Recruit/Promote Planning Council to increase PLWHA participation

**(1.0) Moment of Silence**

Roberta Stewart called the meeting to order at 2:05 p.m. 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.

**(4.0) Approval of August 4<sup>th</sup>, 2011 Meeting Summary**

A motion to approve the minutes was made by Bob Sideleau and seconded by Adaline DeMarrais.

**For:** Cousar, Leach, Mitchell

**Against:** None

**Abstain:** Jenkins, DeMarrais, Lyons, Sideleau, Stewart

**Not Present:** Montgomery, Torres

**(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. Finalize FY 2012 Resource Allocations**

The Committee finalized the FY 2012 Resource Allocation by completing the following items:



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- Tuesday, prior to the SPA meeting, the EMA received the final 2011 Notice of Grant Award. The committee compared the FY 2012 resource allocation request to the FY 2011 allocated amounts and percentages based on the grant award.
- The Committee discussed Minority AIDS Initiative funding and decided to continue to allocate 100% of MAI funding to Early Intervention Services. The committee felt the EIS program needed additional time to develop as the Notice of Grant Award was so late in arriving. Additionally, the Committee allocated \$250,000 or 3% of Part A Formula/Supplemental to Early Intervention Services to maintain level funding from FY 2011 to FY 2012 (based on rationale above).
- The committee also discussed Substance Abuse-Inpatient. It was brought to the committee's attention by Joanne Montgomery (after stating her conflict), that Medicaid used to pay 10 days for inpatient substance abuse services. That is no longer available. The per day per bed cost is \$157 or a total of \$1,570 for the 10 days. Based on this information, the committee increased substance abuse inpatient services by 3% from 5% to 8%.
- Christine Romanik provided Part B allocations and the committee considered DPH's allocations, along with other funding sources, in the final allocation determination.
- The Committee had several discussions concerning certain service categories that did not have the same percentages in FY 12 as FY 11. The committee had a robust discussion and absent of new data as why to increase a service category should have its percentage increased, decided to keep the service category percentages as derived from the component calculations.

A motion to approve the FY 2012 Resource Allocation and send it to the Planning Council was made by Bob Sideleau and seconded by Adaline DeMarrais.

**For:** Cousar, DeMarrais, Jenkins, Leach, Lyons, Mitchell, Montgomery, Romanik, Sideleau, Torres

**Against:** None

**Abstain:** Stewart

- 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. EIHA (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 EIHA 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
- h. Develop Comprehensive Plan and accompanying work plans**  
Tabled.

**(6.0) Announcements**

- None

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



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**(7.0) Adjournment**

The meeting adjourned at 3:57 p.m.

**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.	Kenneth Cousar								X	X			
4.	Brian Datcher			X		X	X	X	X				
5.	Adaline DeMarrais			X						X			
6.	Heidi Jenkins				X	X		X		X			
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	X			
10.	Ronald Lee				X	X		X	X				
11.	Andrew Lyons									X			
12.	<i>Leif Mitchell PC Co-Chair</i>	X		X	X		X	X	X	X			
13.	Caesar Moffett, Jr.												
14.	Ken Teel												
15.	<b>Joanne Montgomery Co-Chair</b>	X	X		X	X	X		X	X			
16.	Clara Ramos		X	X	X		X		X				
17.	Christine Romanik												
18.	Gabrielle Rosa		X	X	X		X	X	X				
19.	Robert Sideleau	X	X	X			X	X		X			
20.	<b>Roberta Stewart Co-Chair</b>	X		X	X	X	X	X	X	X			
21.	Dennis Torres	X	X	X		X	X	X	X	X			
	Ryan White Office	X	X	X	X	X	X	X	X	X			
	Planning Council Staff	X	X	X	X	X	X	X	X	X			
	% of Council present:	50%	53%	67%	53%	41%	55%	50%	57%	48%			