

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Joanne Montgomery & Roberta Stewart, Co-Chairs

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## Strategic Planning & Assessment Committee Meeting Minutes

**Meeting Date:** Thursday, November 1, 2012  
**Start Time:** 2:30pm  
**End Time:** 4:04pm  
**Location:** The Greek Olive  
**Presiding Chair:** Roberta Stewart  
**Recorder:** Sara Seaburg

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### Summary of Committee Business Votes

- Approval of Minutes from the October 4, 2012 meeting

### Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2012 PCAT for Strategic Planning & Assessment Committee

### Staff Member Assignments

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#### (1.0) Moment of Silence

Roberta Stewart called the meeting to order at 2:30pm. 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 October 4, 2012 Meeting Minutes

A motion to approve the minutes was made by Bob Sideleau and seconded by Beverly Leach.

**For: 6** – Cousar, Jenkins, Kidder, Kuerze, Leach, Sideleau

**Against:** None

**Abstain: 2** - Stewart, Sousa

#### (5.0) New Business/Old Business

##### a. Review SPA PCAT 2012

The Committee reviewed the SPA Planning Council Activity Timeline and determined that everything was on track.

##### b. Review Updated 2013 Directives to the Ryan White Office

The 2013 Directives were reviewed taking care to look at the revisions made at the last meeting. It was determined that all revisions were accurate and understood by all SPA Committee members.

A motion was made by Brian Kuerze to move the 2013 Directives to the Planning Council for final approval. John Sousa seconded it.

**For: 7** – Cousar, Jenkins, Kidder, Kuerze, Leach, Sideleau, Sousa

**Against:** None

**Abstain: 1** - Stewart



**(6.0) Discuss Planning Activity Timeline for FY2013**

The following items were added:

- Review Implementation of Healthcare Reform/ Re-authorization of the RW Care Act and its impact.
- Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information.
- Review Framework for PSRA
- Define One New Study
- Parking Lot

Item removed:

- Comprehensive Plan Activities

Other items were modified to more accurately reflect what was needed in FY2013 such as year changes to 2014.

**(6.0) Service Category Definition of Ambulatory/Outpatient Care**

There was a discussion regarding the definition of the Service Category for Ambulatory/Outpatient Care. It was determined that this be moved to the QI Committee to update and keep consistent with the Definitions document.

**(7.0) Announcements**

There is no meeting in December. The next SPA meeting is on January 3<sup>rd</sup>, 2013 from 2:00pm – 4:00pm at The Burroughs Community Center.

**(8.0) Adjournment**

The meeting adjourned at 4:04pm

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**Attendance Record – 2012**

	<b>Council Member</b>	1/5	2/2	3/1	4/5	5/3	7/12	8/2	9/6	10/4	11/1	12/6
1.	Ric Browne							X		X		
2.	Kenneth Cousar			X		X	X	X	X	X	X	
3.	Brian Datcher	X	X	X	X	X	X		X			
4.	Heidi Jenkins	X	X	X	X	X	X	X	X	X	X	
5.	Tom Kidder	X	X	X	X	X		X	X	X	X	
6.	Brian Kuerze		X	X					X	X	X	
7.	<i>Beverly Leach PC Co-Chair</i>	X	X	X	X		X	X		X	X	
8.	Ronald Lee	N/A	N/A	N/A	X	X	X	X				
9.	Andrew Lyons				X		X	X	X			
10.	<i>Leif Mitchell PC Co-Chair</i>	X	X		X	X			X	X		
11.	Caesar Moffett, Jr.											
12.	<b>Joanne Montgomery Co-Chair</b>		X			X		X	X	X		
13.	Alex Ortiz											
14.	Christine Romanik			X								
15.	Ray Ruiz, Jr.	N/A	N/A	N/A	N/A							
16.	Robert Sideleau		X	X	X		X				X	
17.	John Sousa										X	
18.	<b>Roberta Stewart Co-Chair</b>		X	X	X	X	X	X	X	X	X	
19.	Ken Teel											
20.	Dennis Torres	X	X	X	X	X	X	X		X		
21.	Ryan White Office	X	X	X	X	X	X	X	X	X	X	
22.	Planning Council Staff	X	X	X	X	X	X	X	X	X	X	
23.	% of Council present:	30%	55%	55%	50%	43%	45%	50%	47%	50%	40%	

Guests: Andre Caban, Alma Solomo