



Heidi Jenkins & Joanne Montgomery, Co-Chairs

Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, August 1, 2013
Start Time: 2:00pm
End Time: 4:00pm
Location: Burrough's Community Center
Presiding Chair: Joanne Montgomery
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the July 11, 2013 meeting

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2013 PCAT for Strategic Planning & Assessment Committee

Staff Member Assignments

(1.0) Moment of Silence

Joanne Montgomery called the meeting to order at 2:00pm. 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

There were none.

(4.0) Approval of July 11, 2013 Meeting Minutes

A motion to approve the minutes was made by Beverly Leach and seconded by Heidi Jenkins.

For: (4) Garofalo, Jenkins, Montgomery, Stewart

Against:

Abstain: (1) Leach

(5.0) New Business/Old Business

a. Change of SPA meeting time

A discussion took place regarding changing the meeting time to 10:00am – 12:00pm instead of 2:00pm – 4:00pm. This will be brought to the Executive Council meeting for further review.

b. Review Strategic Planning and Assessment Planning Council Activity Timeline

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



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c. Update Service Category Definitions

- Jeff presented the current definitions and these were reviewed. A change in the language under Housing Assistance was made to more accurately reflect the use of these funds to: Funds can be used for emergency rental assistance including 1st month's rent and any back rent. Lastly, a change was made under Inpatient Substance Abuse Service which eliminates the bulleted item regarding acupuncture services.
- The Grantee will look into the follow question: Is the EIS worker that RW funding is paying for, able to administer HIV tests with test kits purchased with other funds from someone else?
- A lengthy discussion took place regarding adding Non-Medical Case Management, a non-core service to the Service Category Definitions. It was ultimately decided not to add this.

d. Determine Priorities and Allocations for FY 2014 Grant Application

- Jeff presented on Priority Settings and all (9) datasets were evaluated and priorities were set. VOTE: (due to lack of quorum, a 1st and 2nd motion must be made) To accept the following priority settings:
 - 2012/2013 In Care – 1 2012/2013 Consumer Forum – 5
 - 2010 Newly Dx – 3 2012 Quality Improvement – 5
 - 2012 MSM NA – 3 2012 Return to Care NA – 3
 - 2012 Foreign Born NA - 3 IRR NA – 3
 - Youth MSM – 3

(6.0) Parking Lot Items

- When discussing Directives, please look at the following: “Agencies providing Ryan White services must be financially capable of offering services even without waiting for reimbursement”

(7.0) Announcements

- There were no announcements

(8.0) Adjournment

The meeting adjourned at 4:00pm.

Ryan White EMA Planning Council
New Haven and Fairfield Counties



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Attendance Record – 2013

	Council Member	Jan	Feb	Mar	April	May	Jul	Aug	Sept	Oct	Nov
1.	Ric Browne	A	A	A	A	A	X	A			
2.	Kenneth Cousar	X	X	X	X	X	X	A			
3.	Brian Datcher	X	X	A	X	X	X	A			
4.	Heather Garofalo	-	-	X	X	X	X	X			
5.	Heidi Jenkins Co-Chair	A	X	A	X	X	X	X			
6.	Tom Kidder	A	X	X	X	X	X	A			
7.	Brian Kuerze	X	X	A	X	X	A	A			
8.	<i>Beverly Leach PC Co-Chair</i>	A	A	X	A	X	A	X			
9.	Ronald Lee	X	X	X	A	X	A	A			
10.	Caesar Moffett, Jr.	A	A	A	A	A	A	A			
11.	Joanne Montgomery Co-Chair	X	X	A	X	A	X	X			
12.	Alex Ortiz	A	A	A	A	A	X	A			
13.	Christine Romanik	A	A	A	A	A	A	A			
14.	Poonam Sharma	-	-	-	-	-	A	A			
15.	Robert Sideleau	A	A	A	A	A	X	A			
16.	Roberta Stewart	A	X	X	X	X	X	X			
17.	Ken Teel	A	A	A	A	A	A	A			
18.	Dennis Torres	A	A	A	X	X	X	A			
	Ryan White Office	X	X	X	X	X	X	A			
	Planning Council Staff	X	X	X	X	X	X	X			
	% of Council present:	35%	45%	33%	50%	56%	61%	28%			

Guests: Lauren Tierney