

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Heidi Jenkins & Joanne Montgomery, Co-Chairs

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## Strategic Planning & Assessment Committee Meeting Minutes

**Meeting Date:** Thursday, May 7, 2015  
**Start Time:** 10:02am  
**End Time:** 12:00pm  
**Location:** Burrough's Community Center  
**Presiding Chair:** Heidi Jenkins  
**Recorder:** Sara Seaburg

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### Summary of Committee Business Votes

- Approval of Minutes from the April 2, 2015 meeting

### Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws

### Staff Member Assignments

#### (1.0) Moment of Silence

Heidi called the meeting to order at 10:02 am. 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

The Special PSRA Planning Council meeting will take place on Wednesday, July 22<sup>nd</sup> from 9:00am – 3:00am at the Burrough's Community Center.

#### (4.0) Approval of April 2, 2015 Meeting Minutes

A motion to approve the April 2, 2015 minutes was made by Roberta Stewart and seconded by Chris Cole

**For: (6)** Cole, Stewart, Tierney, Torres, Kidder, Montgomery

**Against: (0)**

**Abstain: (3)** Jenkins, Teel, Garofalo

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

- **Review the Strategic Planning and Assessment Planning Council Activity Timeline**

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

- **Review Implementation of Health Care Reform/National HIV/AIDS Strategy Impact to RW**

The results for the MCM Health Insurance Survey will be discussed at August's meeting.

- **Discuss Priorities and Allocations Process**

**Adhoc Committee Update:**

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- The Adhoc committee has made a recommendation to take the Needs Assessment back from the state and do one our own throughout the EMA for FY 2016 PSRA.
- A request was made for the all regions Ryan White Services Report from the Grantee as well as the Ryan White Services Report for the EMA for the June Adhoc meeting.
- Another request made was to ask Arvil to run an updated report on the OAMC and MCM numbers by region for June's meeting.
  
- **Update Service Category Definitions**  
The service category definitions were reviewed and updated with the following changes:
  - a. For each definition the eligibility statement was updated to read: Documentation of eligibility must be updated every six (6) months to include proof of income and proof of residency
  - b. Under Dental/Oral Health – the last bulleted statement under documentation dealing with services was removed.
  - c. Under EIS – the statement beginning, “All four components....’ was moved before the eligibility statement.
  - d. Under Housing – the transitional housing segment was removed, and a 3<sup>rd</sup> bullet was added under ‘use funds for’ regarding prior authorization
  - e. Under In Patient Substance Abuse – the 3<sup>rd</sup> bullet was removed regarding services and the new 3<sup>rd</sup> bullet has an addition ‘...that is reviewed and updated as needed...’
  - f. Under EFA – the definition was changed to short term payments to utility providers.
  - g. Under Medical Transportation – The 4 bulleted statements were changed to numbered sentences and now come immediately following ‘May be provided through’.

A motion to approve all updates to the FY2016 Service Category Definitions was made by Joanne Montgomery and seconded by Chris Cole:

**For: (8)** Teel, Garofalo, Cole, Stewart, Tierney, Torres, Kidder, Montgomery

**Against: (0)**

**Abstain: (1)** Jenkins

- **Medical Case Management Survey Review**  
The survey was reviewed and approved by the committee. Staff will e-mail this out to the regional leads with an end date of June 15, 2015.
  
- **Unresolved Parking Lot Items**
  1. For the PSRA Process: Please use datasets that ask the same questions. It's difficult to use data that asks different questions and weigh it appropriately.
  2. Present program Income information regarding reimbursement for services by region.
  3. A Circle of Care new model will be created and addressed in the annual PSRA process.
  4. Revisit Health Insurance Premium & Cost Sharing Assistance Service Category.
  5. Please get the ‘Newly Diagnosed Brought Into Care’ for 2014 data from Heidi.

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**(6.0) Announcements**

There were none

**(8.0) Adjournment**

The meeting adjourned at 12:00pm

**Strategic Planning and Assessment Committee Attendance Record – 2015**

	<b>Council Member</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>
1.	Ric Browne	A			A	A					
2.	Christopher Cole	A			X	X					
3.	Sabrina Delgado	A			A	A					
4.	Patricia Ducatel	-			X	A					
5.	Heather Garofalo	X			A	X					
6.	<b>Heidi Jenkins Co-Chair</b>	X			X	X					
7.	Tom Kidder	X			X	X					
8.	<i>Brian Kuerze PC Co-Chair</i>	X			X	A					
9.	Kenneth McLellan	X			X	A					
10.	<b>Joanne Montgomery Co-Chair</b>	X			X	X					
11.	Raphael Muniz	A			A	A					
12.	Alex Ortiz	A			A	A					
13.	Johnny Rivera	-	-	-	X	A					
14.	Jackie Robertson	A			A	A					
15.	Christine Romanik	A			A	A					
16.	Mark Sanchez	A			A	A					
17.	Robert Sideleau	A			A	A					
18.	<i>Roberta Stewart PC Co-Chair</i>	X			X	X					
19.	Charlotte Teel	A			A	X					
20.	Ken Teel	-			A	A					
21.	Lauren Tierney	X			X	X					
22.	Dennis Torres	A			X	X					
	Ryan White Office	X			X	X					
	Planning Council Staff	X			X	X					
	% of Council present:	40%			50%	41%					