

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Heidi Jenkins & Joanne Montgomery, Co-Chairs

Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, March 3, 2016
Start Time: 9:30am
End Time: 11:18am
Location: Burrough's Community Center
Presiding Chair: Joanne Montgomery
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the February 4, 2016 meeting

Council Member Assignments

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

Staff Member Assignments

(1.0) Moment of Silence

Joanne called the meeting to order at 9:30 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

There were none

(4.0) Approval of February 4, 2016 Meeting Minutes

A motion to approve the February 4, 2016 SPA committee minutes was made by Chris Cole and Lauren Tierney seconded it.

For: (2) Tierney, Cole

Against: (0)

Abstain: (3) Montgomery, Cole, Torres

(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 and its impact on RW**

Joanne brought the committee up to date as to what the current issues were, the letters that had been sent and the where the process stands now. A response was received to the most recent letter that was sent to DSS and DPH was received by Commissioner Bremby from DSS. Joanne read the letter and it explained the process of how the funding is allocated and said that they are able to turn around the application in 72 hours. In summary, the



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feeling was that this letter and its reportings were inaccurate based on experience by the providers. It was said that clients should be prepared to pay their premium for the 1st month and it was also shared that e-mailing applications has proven to be much more effected than faxing. Included in the letter there was a contact name and phone number for providers who continue to have problems. Staff will e-mail this out to all regions.

- **Review Framework of PSRA**

At this time we are conducting the Non-Virally Suppressed survey throughout the EMA. Joanne explained where we are in this process at this time. What came to the surface during this discussion was the difficulties with New Haven and Waterbury. Tom Butcher said that Waterbury has a new region lead and he'll share this information with staff. It was requested that this lead be asked to attend Planning Council meetings. A discussion also took place that included that case managers are also seeing clients who were not virally suppressed initially but have since become virally suppressed. This group will now be captured in the survey categories.

- **Identify Datasets/Needs for PSRA and Coordinate with Other Committees to Facilitate the Exchange of Information**

This will include the data from the survey discussed in detail above. Joanne, Chris, Roberta and Heidi met with CIRA regarding information for the datasets we would like to see. They suggested we look at old NA surveys and meet with all the cores, research development and research methods who could help us look at the questions and needs analysis. They will schedule another meeting with CIRA to continue this discussion and bring the details back to this committee. Lauren also reported that there will not be a statewide needs assessment this year. It is now even more important that we get help from CIRA since there will be no statewide needs assessment conducted. There are other Planning Councils who have done these surveys before and it may be a good idea to see what types of data they are collecting and how they are collecting this data. Discussion about visiting other Planning Councils in the area was also suggested and discussed.

- **Review Advocacy Section of By Laws**

We looked at this section of the bylaws due to the discontinuation of Treatment Adherence program from Part B from 6/30/16 – 4/1/17. This will effect 2 regions in our EMA, Waterbury and Stamford/Norwalk. Joanne read the current policy aloud to the committee members who had their own copies as well. A discussion took place to determine if the Planning Council is permitted to write a letter. Dennis said that they are meeting regarding this issue and will keep us informed and it was decided that we'll wait to hear back from Dennis about his. Was also discussed was the Co-Chairs, Roberta and Chris setting up a meeting with Mayor Harp and Tom Butcher. The actual policy was reviewed and discussed as well. Many different scenarios were talked about that may or may not be defined as advocacy and in summary, it was determined that the current bylaw section on advocacy is effective.



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- **MCM Health Insurance Coverage Survey**
 This survey and instructions were e-mailed out to all region leads on March 1, 2016. This survey and its results are due back by Friday, April 29, 2016. The committee discussed communication issues with the region leads regarding e-mails coming from Staff that require action within their region. We will present the results at the May SPA meeting. It was decided that moving forward all e-mails that initiate requests from the Council will be coming from the Grantee, Tom Butcher not Planning Council Staff. The committee requested that Tom send a clarifying e-mail regarding this survey that it should include ‘all parts’.

- **Unresolved Parking Lot Items**

Parking Lot Summary

ITEM	STATUS
Present program Income information regarding reimbursement for services by region. Can we see a breakdown of program income brought into the Ryan White Part A program by service category and Region?	In process - 10/1 staff presented program by region and working with Medicaid to get data. They are still waiting on this data from DSS as of March 3, 2016.
A Circle of Care new model will be created and addressed in the annual PSRA process	On Hold- Pending DPH Discussion of Integrated Comprehensive Plan. We will discuss this at April’s SPA meeting and create our own for this Council.
Revisit Health Insurance Premium & Cost Sharing Assistance Service Category	In process – Letter sent to DPH regarding CIPA issues on 10/2 and a response was received on 10/22 and will be presented at the 11/6 SPA meeting. Staff will send a letter to the Commissioner of DSS with a CC to DPH regarding the outstanding issues by November 12, 2015. We sent this letter to DSS on November 19th and are waiting on a response. No response received from DSS. Staff sent a follow up letter to DSS and a CC to DPH Acting Director Dr. Pino on 1/27. A response was received on March 1 st from Commissioner Bremby from DSS. A contact name and number was included in the letter for any providers having issues with CIPA. This will be sent out to all region leads. Also-we need to look at what happens when Ryan White dollars are used for insurance premiums and the clients are receiving refund checks for these premiums, what happens to those refunds and what is the MCMs responsibilities.

(6.0) Announcements

- Dennis will be attending Care Coalition and will talk about insurance issues.
- Lauren attending AIDS Watch and said it was really great and informative.
- The state us currently out of Naloxone Kits and there are still some at the Health Department. Joanne wrote a grant for more kits and will be receiving them.

(8.0) Adjournment

The meeting adjourned at 11:18am.

Strategic Planning and Assessment Committee Attendance Record – 2016

Ryan White EMA Planning Council
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	Council Member	Jan	Feb	Mar	April	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	-	-	A							
2.	<i>Christopher Cole PC Co-Chair</i>	A	X	X							
3.	Sabrina Delgado	A	A	A							
4.	Heather Garofalo	X	X	X							
5.	Pat Kelly	A	A	A							
6.	Heidi Jenkins Co-Chair	X	A	A							
7.	Tom Kidder	X	A	A							
8.	Joanne Montgomery Co-Chair	X	X	X							
9.	Raphael Muniz	A	A	A							
10.	Alex Ortiz	A	A	A							
11.	Johnny Rivera	A	A	A							
12.	Jackie Robertson	A	A	A							
13.	Christine Romanik	A	A	A							
14.	Mark Sanchez	A	A	A							
15.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X							
16.	Charlotte Teel	X	X	X							
17.	Ken Teel	A	A	A							
18.	Lauren Tierney	X	X	X							
19.	Dennis Torres	X	A	X							
	Ryan White Office	X	X	X							
	Planning Council Staff	X	X	X							
	% of Council present:	44%	33%	37%							

Guests: Sarah Burns