

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Roberta Stewart & Chris Cole, Co-Chairs

Planning Council Special PSRA Meeting Minutes

Meeting Date: Wednesday, July 22, 2016
Start Time: 9:02 am
End Time: 1:30 pm
Location: The Burrough's Community Center
Presiding Chair: Chris Cole
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from June 10, 2016 meeting minutes

(1.0) Moment of Silence

Chris called the meeting to order at 9:02 a.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(1.0) Welcome and Introduction

Roberta welcomed everyone and requested that all Planning Council and guests introduced themselves, their conflicted status and conflicts if applicable, town within the EMA and their Planning Council leadership role, if applicable.

(2.0) Co-Chair Announcements

Chris reminded all attendees that we are recording this meeting. Also he reviewed the goal of today's meeting and the expectations for healthy discussions.

(3.0) Approval of June 10, 2016 Meeting Minutes

A motion to approve the minutes was made by Joanne Montgomery and seconded by Lauren Tierney

For: (7) Briggs, Ardila, Tierney, Robertson, Stewart, Montgomery, Sanchez

Against: (0)

Abstain: (5) Delgado, Muniz, Lewis, Jenkins, Cole

(4.0) FY 2017 Priority Setting and Resource Allocation Discussion/Decision

- Jeff presented an overview of the PSRA Fact Sheet which included:
 1. Service Category Priorities 2017 vs 2016
 2. Epidemiological Data for 2013, 2014 and 2015
 3. Grant Awards for 2014, 2015 and 2016
 4. Client Utilization for grant years 2013 – 2015
 5. Returned to Care and Newly Diagnosed for 2014 and 2015

He also expressed the importance of data input when collecting data used from CAREWare throughout the EMA.

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- Jeff presented an overview of the PSRA process which included:
 1. The Roles of the CEO, Grantee and Planning Council
 2. Detailed listings of Planning Council Responsibilities and Processes.
 3. Priority Setting and Resource Allocation Guidance.

- The Priority Settings Process
 1. The Red Ribbon Exercise was conducted and we created a dataset with this information.
 2. The other data sets that were reviewed were:
 - 2012/2013 In Care NA from the state
 - 2015 Red Ribbon Exercise with 5 dots
 - 2015 In Care Needs Assessment
 - 2016 Viral Suppression Survey - QI Component
 - EMA's Care Continuum

From the list of all of the datasets above, attendees discussed how to weigh each dataset with a 1, 3 or a 5. With 1 being the highest weighed and 5 being the lowest weighed. From this discuss the following Priorities were set.

Joanne Montgomery made a motion to accept the FY2017 priorities as set from the information above. Jackie Robertson seconded it.

For: (12) Briggs, Ardila, Tierney, Robertson, Stewart, Montgomery, Sanchez, Delgado, Muniz, Lewis, Jenkins, Romanik

Against: (0)

Abstain: (1) Cole

Service Category	2017 Ranking
Medical Case Management	1
Mental Health Services	2
Outpatient/Ambulatory Medical Care	3
Substance Abuse Services-Outpatient	4
Housing Services	5
Food Bank/Home Delivered Meals	6
Oral Health Care	7
Medical Transportation	8
Substance Abuse Services-Inpatient	9
Emergency Financial Assistance	10
Early Intervention Services	11
Health Insurance	12
AIDS Pharamceutical Assistance (local)	13

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- The Resource Allocation Process

Jeff reviewed the data sheet once again regarding resource allocation. He began by focusing on FY2015 allocation amounts and their percentages, then moved to the FY2016 allocation amounts and their percentages so all attendees can see what we've done in the past.

Then the Client Utilization by Service Category and Unduplicated Client count was reviewed for grant years 2013-2015 as well as the Returned to Care and Newly Diagnosed. This was all considered when allocating percentages.

A discussion took place regarding other funding sources for all service categories to better understand funding needed in those areas.

Joanne Montgomery made a motion to use the 2015 client numbers across the board and Chris Cole seconded it

For: (13) Briggs, Ardila, Tierney, Robertson, Stewart, Montgomery, Sanchez, Delgado, Muniz, Lewis, Jenkins, Romanik, Cole

Against: (0)

Abstain: (0)

Joanne Montgomery made a motion to make component #3 which is returned to care 7% which equates to bringing 131 people back into care and Christine Romanik seconded it

For: (13) Briggs, Ardila, Tierney, Robertson, Stewart, Montgomery, Sanchez, Delgado, Muniz, Lewis, Jenkins, Romanik, Cole

Against: (0)

Abstain: (0)

Joanne Montgomery made a motion to make component #4 which is the number of people who are unaware of their status 10% and Christine Romanik seconded it

For: (13) Briggs, Ardila, Tierney, Robertson, Stewart, Montgomery, Sanchez, Delgado, Muniz, Lewis, Jenkins, Romanik, Cole

Against: (0)

Abstain: (0)

- Based on all the component calculations, our total ask for FY2016 will be **\$6,339,614**.

Jeff presented the amount of dollars allocated into each service category based on the 4 components multiplied by the cost per client. This then also gives us the % for that category.

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Chris Cole made a motion to adjust the % in Outpatient/Ambulatory Medical Care from 14% to 10% and add 2% to Medical Case Management, 1% to Substance Abuse Outpatient and 1% to Mental Health and Joanne Montgomery seconded it.

For: (12) Briggs, Ardila, Tierney, Robertson, Stewart, Montgomery, Sanchez, Delgado, Muniz, Lewis, Romanik, Cole

Against: (1) Jenkins

Abstain: (0)

<u>Service Category (HRSA)</u>	<u>% of Request</u>
Medical Transportation	2%
Outpatient/Ambulatory Medical Care	10%
Housing Services	6%
Medical Case Management	29%
Food Bank/Home Delivered Meals	4%
Emergency Financial Assistance	3%
Substance Abuse Services-Outpatient	17%
Mental Health Services	14%
Oral Health Care	3%
Health Insurance Premium/Cost Sharing	1%
Substance Abuse Services-Inpatient	10%
AIDS Pharamaceutical Assistance (local)	0%
Early Intervention Services	0%
Total Services	100%

- Joanne Montgomery made a motion Based on all the component calculations, our total ask for FY2016 will be \$6,339,614 and Bradford Briggs seconded it.

For: (13) Briggs, Ardila, Tierney, Robertson, Stewart, Montgomery, Sanchez, Delgado, Muniz, Lewis, Jenkins, Romanik, Cole, Jenkins

Against: (0)

Abstain: (0)

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(5.0) Announcements

- Waterbury will be having their annual HIV/AIDS Family Picnic on August 19th at Lakewood Park Pavilion from 10:00am – 3:00pm

(6.0) Adjournment - The meeting adjourned at 1:00pm

(7.0) Upcoming Planning Council Meetings –

- SPA –Thursday, September 1st, 9:30am – 12:00pm
- QI –Thursday September 1st, 12:00pm – 2:00pm
- Executive Committee - Friday, September 9th, 9:30am – 10:30am
- M/F – Friday, September 9th, 10:30am – 11:30am
- Planning Council – Friday, September 9th, 12:00pm – 2:00pm

Attendance Record

Planning Council Members:

Lauren Tierney, Bradford Briggs, Inthiany Ardilla, Raphael Muniz, Chris Cole, Joanne Montgomery, Jackie Robinson, Mark Sanchez, Gerald Lewis, Roberta Stewart, Sabrina Delgado, Heidi Jenkins

Grantee:

Tom Butcher, Arvil Alicea

Guests:

Karina Danvers, Dita Villanueva, Alex Garbera, Alan Glenn, Jim Pettinelli, Jennifer LoSchiavo, Nancy Kingwood, Laura Aponte, Clunie Jean-Baptiste, Albana Lame