



# New Haven / Fairfield Counties EMA

## Ryan White Part A Planning Council

*Joanne Montgomery & Lauren Gau, Co-Chairs*

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### Strategic Planning & Assessment Committee Meeting Minutes

**Meeting Date:** Thursday, October 5, 2017  
**Start Time:** 9:32 am  
**End Time:** 11:43am  
**Location:** Burrough's Community Center  
**Presiding Chair:** Lauren Gau  
**Recorder:** Sara Seaburg

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#### Summary of Committee Business Votes

- Approval of Minutes from the June 1, 2017 meeting

#### Council Member Assignments

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

#### Staff Member Assignments

##### (1.0) Moment of Silence

Lauren called the meeting to order at 9:32 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

##### (4.0) Approval of June 1, 2017 Meeting Minutes

Lauren made a motion to approve the meeting minute from June 1, 2017 and Albana Lame seconded.

**For: (3)** Gau, Cole, Lame

**Against: (0)**

**Abstain: (2)** Delgado, 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 and Update Service Category Definitions**

Staff presented the current service category definitions and the client eligibility requirements were discussed. Does it make sense to add the eligibility requirement and details to each service category or a footnote at the bottom of the document. It was decided that there will be a statement defining the eligibility for all service category definitions except for MCM and will keep that as a stand-alone statement in the beginning. We will also



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remove the eligibility statement within each service category. We will look at this again in November with the above updates.

- **Review and Update 2018 Directives to the Ryan White Office**

Staff presented the 2017 Directives to committee and a discussion took place due to the change in methodology in the RA process. Staff presented the spreadsheet with the new methodology. The OAHS and MCM services have a different percentage allocation and this will need to be defined. Staff will sit with the Ryan White office and go through in detail how Directive 1.1 will work with the new methodology. All references to Grantee need to be changed to Recipient. It was decided to add 2 new directives to define the rapid reallocation process and the unobligated balance carryover process. Carryover has historically been given to labs but changing where the money goes was discussed. We will continue to discuss this next month.

Data Request: reach out to regional leads and find out how much labs cost

- **Review implementation of Health Care Reform/National HIV/AIDS Strategy and its impact on RW**

Staff presented a webinar on the Integrated HIV Prevention and Care Plan Summary Statement Overview. This included the following: objectives, background, integrated plan expectations, CDC and HRSA joint expectations, summary statements, collaboration and expectations and technical assistance.

- **Review Framework of PSRA** – this was included in the new study discussion.

- **Review Comprehensive Plan**

Staff presented the review that was given by HRSA of the CT Integrated Health Plan and discussion took place on different topics of interest.

- **Define One New Study and Presents Results**

Staff presented the datasets that were used for the PSRA process. Discussion took place about how to determine what the new study should look like. The committee reviewed a data request that was done which included FY2016 Returned to Care and Newly Diagnosed. We asked that this data request include all demographic data by region so we'll be able to look at this data in different ways. A suggestion was made that someone who is returning to care fill out a survey to better help us understand their process.

### Parking Lot Summary

ITEM	STATUS
Medicaid Expenditures by Service Categories from DSS	Charlotte will request this data from DSS 8/4/16. 9/1/16 – we are still awaiting this data. Update: Charlotte is going to look into this request again, she is not sure they will be able to identify the service categories. 11/3: Charlotte will make a detailed request for their data programmer in January so they can use the new numbers for this upcoming fiscal



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year. 2/2 – Charlotte suggested that we ask for data from 2016. 3/2 – Staff e-mailed Charlotte the service categories that are funded to add to her data request. 4/6 – Charlotte received an e-mail back from the person running this report to sit down and talk about it. Charlotte is continuing to work on this 10/5

**(5.0) Announcements**

There were no announcements

**(6.0) Adjournment**

The meeting adjourned at 11:43am

**Strategic Planning and Assessment Committee Attendance Record – 2017**

	<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.	Inthiany Ardila	X	A	A	A	A	A	-	-	A	
2.	Steven Bonell	-	-	-	-	A	A	-	-	A	
3.	Marvin Brown	-	-	-	-	-	X	-	-	A	
4.	Cassandra Cokley	A	A	A	A	A	A	-	-	A	
5.	<i>Christopher Cole PC Co-Chair</i>	X	X	A	A	A	X	-	-	X	
6.	Wallace Daniels	-	-	-	-	-	A	-	-	A	
7.	Sabrina Delgado	A	A	A	A	A	A	-	-	X	
8.	Thomas Evans	-	-	-	-	A	A	-	-	A	
9.	Heather Garofalo	X	X	X	A	X	A	-	-	X	
10.	<b>Lauren Gau Co-Chair</b>	X	A	X	X	X	X	-	-	X	
11.	Ryan Grant	-	-	-	-	A	A	-	-	A	
12.	Heidi Jenkins	A	A	A	A	A	A	-	-	A	
13.	Albana Lame	-	-	-	-	X	X	-	-	X	
14.	Clara Langley	-	-	-	-	A	A	-	-	A	
15.	Gerald Lewis	A	A	A	A	A	A	-	-	A	
16.	<b>Joanne Montgomery Co-Chair</b>	X	X	A	X	X	X	-	-	A	
17.	Christine Romanik	A	A	X	A	A	A	-	-	A	
18.	Mark Sanchez	A	A	A	A	A	A	-	-	A	
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	-	-	A	
20.	Charlotte Teel	A	X	X	X	X	X	-	-	X	
21.	Ryan White Office	X	X	X	X	X	X	-	-	X	
	Planning Council Staff	X	X	X	X	X	X	-	-	X	
	% of Council present:	40%	33%	33%	27%	30%	38%	-	-	30%	

Guests: Raphael Muniz, Apryl Malachi, Sara Burns