



New Haven / Fairfield Counties EMA

Ryan White Part A Planning Council

Roberta Stewart & Christopher Cole, Co-Chairs

Executive Committee Meeting

Friday, January 11, 2019

9:30am – 10:30am

Burroughs Community Center

2470 Fairfield Ave

Bridgeport, CT

(203) 334-0293

1. Moment of Silence
2. Welcome and Introductions
3. Co-Chair Announcements
 - Planning Council Co-Chair Application discussion
4. Approval of the November 9, 2018 Meeting Minutes
5. Planning Council Committee Reports
 - Strategic Planning and Assessment
 - Quality Improvement
6. Ryan White Office Report
7. New/Old Business
 - a. Planning Council Training – Staff will review all committee responsibilities and master Planning Council Activity Timeline (PCAT)
 - b. Future Planning Council Trainings
 - February
 - c. HRSA Site Visit Report –Review of Corrective Action Update
 - d. Review HRSA Reflectiveness Mandate
 - e. Review Planning Council Agenda
 - f. Review Scope of Work for Next Year
 - g. Parking Lot – There are no parking lot issues
 - h. Announcements
 - i. Adjournment

Upcoming Planning Council Meetings:

- a. SPA –Thursday, February 7th, 9:30am – 12:00pm
- b. QI – Thursday, February 7th, 12:00pm – 2:00pm
- c. Executive Committee - Friday, February 15th, 9:30am – 10:30am
- d. M/F -Friday, February 15th, 10:30am – 11:30am
- e. Planning Council – Friday, February 15th, 12:00pm – 2:00pm

All meetings are digitally recorded for the accuracy of the information presented. The actions of these recordings will fall within the policy approved by the Planning Council on June 12, 2015.