

### **Membership/Finance Committee Meeting Minutes**

Meeting Date: Friday, June 14, 2019

Start Time: 10:31 am End Time: 11:20 pm

**Location:** Burroughs Community Center

**Presiding Chair:** Rich Radocchia **Recorder:** Sara Seaburg

### **Summary of Committee Votes**

Approval of May 10, 2019 Meeting Minutes

#### **Council Member Assignments**

- Attend Committee/Council meetings as outlined in the Council By-Laws
- Recruit/Promote Planning Council to increase PLWHA participation

### **Staff Member Assignments**

- Facilitate Council Membership Process
- Maintain Attendance Records for all meetings
- Maintain Council Reflectiveness "Grid"

### (1.0) Moment of Silence

Rich called the meeting to order at 10:30 am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

#### (1.0) Welcome and Introduction

All participants introduced themselves.

#### (2.0) Co-Chair Announcements

There were none

### (3.0) Approval of May 10, 2019 Meeting Minutes

A motion to approve the May 10, 2019 minutes was made by Cole and seconded by Christine Romanik

For: (10) Stewart, Gau, Romanik, Gluz, Lame, Jenkins, Cokley, Radocchia, Delgado, Montgomery

Against: (0)

Abstain: (1) Radocchia

#### (4.0) New Business/Old Business

## a. Review Membership/Finance Planning Council Activity Timeline (PCAT)

The Committee reviewed the PCAT and determined it was on target with all assigned activities.

### b. Manage the Membership Application Process

We currently have one application in process awaiting attendance requirements.





### c. Review PC Member Attendance

We reviewed all PC member attendance and it was determined that it was reported accurately.

### d. Analyze PC Membership for Federal Reflectiveness Mandate

The committee analyzed Planning Council membership for the Federal Reflectiveness Mandate. The Non-Conflicted HIV Status target is greater than 33% and our current percentage is 35%.

### e. Planning Council Meeting Feedback from May 10, 2019

Staff presented the survey results and all feedback was favorable. There were many comments made which allows us more information about attendees' experiences.

### f. Determine Future Planning Council Training

August – Priority Setting and Resource Allocation

### (5.0) Open Parking Lot Items

ITEM	STATUS
Follow up with HRSA on how race/ethnicity	Awaiting HRSA Guidance
information is captured on the reflectiveness	
Discussion about current meeting schedule and how to	3/9 discussion took place with various scenarios
optimize consumer attendance. Also, please take a look	presented to maximize consumer attendance. This
at our attendance policy	will be an ongoing discussion.
	1/9: we will revisit this in 6 months after reviewing
	feedback on this issue on the PC feedback survey.

### (6.0) Adjournment

The meeting adjourned at 11:20 am

Membership Finance Committee Attendance Record – 2019





	Council Member	Jan	Feb	March	April	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	Α	Α	Α	Α	Х	Α				
2.	Max Cisneros Co-Chair	Х	Χ	Α	Х	Х	Α				
3.	Cassandra Cokley	Α	Χ	Α	Х	Χ	Х				
4.	David Colbert	-	-	-	-	Χ	Α				
5.	Chris Cole PC Co-Chair	Х	Χ	Х	Х	Α	Х				
6.	Loreen Cuiman	Х	Χ	Х	Α	Χ	Α				
7.	Sabrina Delgado	Α	Х	Α	Α	Α	Х				
8.	Thomas Evans	Х	Χ	Х	Х	Α	Α				
9.	Heather Garofalo	Α	Α	Α	Α	Α	Α				
10.	Lauren Gau	Х	Χ	Х	Х	Χ	Х				
11.	Lisa Gluz	Χ	Χ	Х	Χ	Χ	Χ				
12.	Heidi Jenkins	Α	Α	Х	Χ	Χ	Χ				
13.	Albana Lame	Χ	Χ	Х	Χ	Χ	Χ				
14.	Joanne Montgomery	Χ	Χ	Α	Α	Х	Χ				
15.	Richard Radocchia Co-Chair	Χ	Α	Χ	Χ	Χ	Χ				
16.	Christine Romanik	Χ	Χ	Χ	Χ	Χ	Х				
17.	Roberta Stewart PC Co-Chair	Χ	Χ	Х	Χ	Χ	Χ				
18.	Aaron Stuart	-	-	-	-	Χ	Α				
19.	Charlotte Teel	Α	Α	Α	Α	Α	Α				
20.	Donald Winfrey	-	-	-	1	Χ	Α				
	Ryan White Office	Χ	Χ	Χ	Х	Χ	Х				
	Planning Council Staff	Χ	Χ	Х	Х	Χ	Х				
	% of Council present:	59%	63%	53%	58%	68%	55%				

Guests: Ken Flight, Dan Pettit

REFLECTIVENESS

New Haven and Fairfield Counties





Planning Council Composition as of August 1, 2019

	riaiiiiii	Counc	,,, C	umposition as	o nayus	31 1, 20	19							
# of Planning Council Members				21										
Representation Requirements														
1. Health-care providers, including	g federally-qu	alified h	ealtl	n centers				<						
2. Community-based organizatio organizations	ns serving affe	ected po	pula	tions and AIDS	S-service		>	<						
3. Socservice providers, inc. ho	using and hor	neless-s	ervi	ces providers				<						
4. Mental-health providers								<	1					
5. Substance-abuse providers								<	1					
6. Local public health agencies								<						
7. Hospital planning agencies or health-care planning agencies X														
8. Affected communities, including individuals with HIV disease or AIDS, and historically under-served groups and subpopulations														
9. Non-elected community leaders X														
10. State Medicaid agency X														
11. State agency administering the	11. State agency administering the Part B program													
12. RWTMA grantees under Part	С							<						
13. RWTMA grantees under sect	ion 2671 (incl	uding Pa	art D	))				<						
14. Grantees under other Federa	l HIV program	s, includ	ding	HIV-Prevention	n Program	ıs		<						
15. Formerly incarcerated PLWH	/A or their rep	resentat	ives					<						
16. PLWH/A with Hepatitis C Co-	Infection							<	1					
NHFF Profile*														
Gender	Target	PC		Non- Conflicted HIV Status	Target	PC		HIV Status	Target	PC				
Men	66%	38%		Current	> 33%	38%		Positive	33%	52%				
Women	34%	62%						Negative	NA	48%				
Members by Region	Target**	PC		Race	Target	PC		Risk	Target	PC				
Region 1, New Haven	34%	29%		Black	38%	33%		IDU	28%	18%				
Region 2, Waterbury	20%	10%		White	27%	67%		MSM	28%	45%				
Region 3, Bridgeport	25%	29%		Ethnicity	Target	PC		MSM/IDU	2%	0%				
Region 4, Stam./Norw.	16%	10%		Hispanic	32%	19%		Hetero	29%	27%				
Region 5, Danbury	5%	14%		Other	3%	5%		Presumed Hetero	3%	0%				
Out of EMA	0%	10%						Pedi/Other	2%	0%				
Unidentified		1		I						1				

<sup>\*</sup>Target percentage information provided by CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/17"





	Planning Council Attendance											
#	Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences
1	Inthiany Ardilla	Х	Х	Х	Х	Х	Α					1
2	Max Cisneros	Х	Х	Α	Х	Х	Α					1
3	Cassandra Cokley	А	Х	Α	Х	Х	Х					1
4	David Colbert	-	-	-	-	Х	Α					1
5	Christopher Cole	Х	Х	Х	Х	Α	Х					1
6	Loreen Cuiman	Х	Х	Х	Α	Х	Α					2
7	Sabrina Delgado	Α	Х	Α	Х	Α	Х					3
8	Thomas Evans	Х	Х	Х	Х	Α	Α					2
9	Heather Garofalo	Х	Α	Х	Х	Х	Α					2
10	Lauren Gau	Х	Х	Х	Х	Х	Х					0
11	Lisa Gluz	Х	Х	Х	Х	Х	Х					0
12	Heidi Jenkins	Α	Α	Х	Х	Х	Х					2
13	Albana Lame	Х	Х	Х	Х	Х	Х					0
14	Joanne Montgomery	Х	Х	Α	Α	Х	Х					2
15	Richard Radocchia	Х	Α	Х	Х	Х	Х					1
16	Christine Romanik	Х	Х	Х	Х	Х	Х					0
17	Aaron Stuart	-	-	-	-	Х	Α					1
18	Roberta Stewart	Х	Х	Х	Х	Х	Х					0
19	Charlotte Teel	Х	Х	Х	Х	Х	Х					0
20	Donald Winfrey	-	-	_	-	Х	Α					1

Executive Committ											
Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences
Max Cisneros (MF)	Х	Х	Α	Χ	Х	Х	Α				2
Chris Cole (Council Co-Chair)	Х	Х	Х	Χ	Α	Α	Х				1
Lauren Gau (SPA)	Х	Х	Х	Х	Х	Х	Х				0
Albana Lame (QI)	Х	Х	Х	Х	Х	Х	Х				0
Joanne Montgomery (SPA)	Х	Х	Α	Х	Х	Х	Х				1
Rich Radocchia (MF)	Х	Α	Х	Х	Х	Х	Х				1
Christine Romanik (QI)	Х	Х	Х	Х	Х	Х	Х				0
Roberta Stewart (Council Co-Chair)	Х	Х	Х	Х	Х	Х	Х				0





# Planning Council Committee Attendance

#	Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences
1	Inthiany Ardilla	SPA	SPA	SPA	SPA	SPA	SPA					0
2	Max Cisneros	SPA;QI;MF	MF	А	SPA;QI;MF	SPA;QI;MF	А					2
3	Cassandra Cokley	А	MF	Α	MF	MF	MF					2
4	David Colbert	-	-	-	-	SPA;QI;MF	SPA;QI					0
5	Christopher Cole	MF	SPA;QI MF	MF	SPA;QI;MF	SPA;QI;MF	SPA;QI;MF					0
6	Loreen Cuiman	MF	MF	MF	Α	MF	А					2
7	Sabrina Delgado	Α	MF	Α	SPA	SPA	MF					2
8	Thomas Evans	MF	MF	MF	MF	Α	А					2
9	Heather Garofalo	А	SPA	SPA	SPA	Α	А					2
10	Lauren Gau	SPA;MF	SPA; MF	SPA;MF	SPA;MF	SPA;MF	SPA; MF					0
11	Lisa Gluz	MF	MF	MF	MF	MF	MF					0
12	Heidi Jenkins	А	Α	MF	MF	MF	MF					2
13	Albana Lame	SPA;QI;MF	SPA;QI;	SPA;QI;	SPA;QI;MF	SPA;QI;MF	SPA;QI;MF					0
14	Joanne Montgomery	MF	SPA;QI;MF	SPA;QI	MF	SPA;QI;MF	SPA;QI;MF					0
15	Richard Radocchia	SPA;QI;MF	SPA;QI	MF	SPA;QI;MF	SPA;QI;MF	SPA; MF					0
16	Christine Romanik	QI;MF	QI;MF	MF	QI;MF	QI;MF	QI;MF					0
17	Aaron Stuart	-	-	-	-	SPA	А					1
18	Roberta Stewart	SPA;QI;MF	SPA;QI;MF	SPA;QI;MF	SPA;QI;MF	SPA;QI;MF	SPA;QI;MF					0
19	Charlotte Teel	А	SPA	SPA	SPA	SPA	SPA					1
20	Donald Winfrey	-	-	-	-	MF	А					1

