

Ryan White Planning Council

New Haven & Fairfield Counties EMA
 Robert Sideleau & Tom Kidder, Co-Chairs

Executive Committee Meeting Summary

Meeting Date: Thursday, March 12th, 2009
Start Time: 12:12 PM
End Time: 1:55 pm
Location: Optimus Healthcare Center, Bridgeport, CT
Presiding Chair: Bob Sideleau
Recorder: Jeff Daniel, Collaborative Research Staff

Motions to bring to March 20th, 2009 Planning Council Meeting

- Approval of Planning Council PCAT

Upcoming Planning Council Committee Meetings

- Membership/Finance Thursday, April 2nd, 12-2 pm New Haven
- Strategic Planning & Assessment: Thursday, April 2nd, 2-4pm in New Haven

Executive Committee Meeting Attendance

Date of Meeting	1/15	2/12	3/12	4/16	5/14	6/11	7/16	8/13				
Committee Members												
Ric Browne (QI)		●	●									
Charlotte Burch (QI)	●		●									
Thomas Kidder (CC)	●	●	●									
Leif Mitchell (SPA)	●	●	●									
Robert Sideleau (CC)	●	●	●									
Roberta Stewart (SPA)	●	●	●									
Ken Teel (MF)	●	●	●									
Other Participants												
Ryan White Office	●	●	●									
Planning Council Staff	●	●	●									
PC Members & Public	None											

Welcome, Moment of Silence, and Introductions

Co-Chair Bob Sideleau called the meeting to order at 12:12 PM. He led the group in a moment of silence to remember and respect all individuals whose lives have been touched by HIV/AIDS. He also reminded everyone that this is a business meeting and open to the public so members of press or others could attend so be judicious with disclosure of Public Health information.

- (1.0) Co-Chair Announcements
 (1) HRSA conference call with Latrece scheduled

- (2.0) Approval of Meeting Summary
 Ric Browne made a motion to accept the minutes from the February 13th, 2009 meeting.

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2nd by Tom Kidder, after discussion and corrections 5 yes (Browne, Kidder, Mitchell, Stewart, Teel); 0 Against; 2 abstentions (Burch, Sideleau)

(3.0) Membership / Finance Committee Report:

Ken Teel reported that the M/F committee met and discussed the following items:

- Membership Recruitment and Retention
 - The Committee discussed the following recruitment strategies:
 - Distribute PC flyers to each of the local planning consortia
 - Outreach to each of the Continua (lead agencies)
 - Outreach to Case Managers
 - The Committee discussed Value, Purpose and Transparency as the guiding principles for the Council
 - The committee asked to staff to update the Membership “Grid” in order to better recruit individuals from the HRSA required “slots”

(4.0) Strategic Planning and Assessment Committee Report:

Roberta Stewart reported that the SPA committee met and discussed the following items:

- The Committee reviewed the feedback forms from the February PC meeting. All feedback was positive and the committee noted a stark improvement in feedback from previous meetings. The committee noted that the Council is moving forward with positive energy.
- The committee reviewed the Updated Council Meeting Feedback form. Several minor modifications were made to the feedback from including using a ranking scale (from 1 to 5) for specific meeting items.

(5.0) Quality Improvement Committee Report:

Charlotte Burch reported that the QI committee did not meet. Burch reported on SuperPod activities:

- The SuperPod met to further refine the EMA’s Standards of Care
- Good discussion between Primary Care providers and Medical Case Mgmt providers
- The group reviewed indicators, outcomes, training for MCM providers, intake/assessment
- Discussed Mental Health screening and who should perform the screen

Tom Butcher added:

- Excellent conversation between PMC/MCM
 - Each could see both sets of standards
- Revision of Standards as the group went along
- Take New Haven EMA findings to state MCM meeting

(6.0) Grantee Office Report:

Tom Butcher reported:

- The EMA has received a partial Notice of Grant Award (NGA) in the amount of \$2,486,185

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- Due to the Congressional Continuing Resolution (CR), the NGA represents 40% of 2009 Part A award and 54% of FY 2009 Formula Award
- The Grantee has completed the RFP review process and the EMA has 5 lead agencies, one for each region
- The Grantee has communicated award amounts by service category, by region to each lead agency
- The Grantee will amend contracts once the second NGA is received. The Grantee does not have a date for receipt of the 2nd NGA.
- The Grantee will be attending all region lead agency meetings

(7.0) New/Old Business

- Leif Mitchell made a motion to accept the 2009 PCAT, 2nd by Ric Browne
 - Staff reviewed the 2009 Planning Council Activity Timeline (PCAT) with Executive Committee Members
 - After discussion, the Executive Committee decided to cancel 2 Membership/Finance, 2 Executive and 2 Planning Council meetings at a later date and based on the Council's work load. Total Meetings=47
 - Charlotte Burch said Executive Committee meetings were very important and shouldn't be cancelled.
 - Vote: In Favor-4 (Browne, Kidder, Mitchell, Teel); Against: 2 (Burch, Sideleau) Abstention: 1 (Stewart)
- Bob and Tom discussed the current Membership/Finance Co-Chair vacancy. Per the Council's By-Laws, the Council Co-Chairs are to consult with the Executive Committee in appointment of Committee Co-Chairs
 - Bob suggested appointing Roberta Stewart as M/F Co-Chair and moving Jerod Geter into SPA Co-Chair
 - Roberta Stewart asked the status of appointing Jennifer Loschiavo as M/F Co-Chair. Bob said Jennifer had declined the M/F Co-Chair appointment
 - Tom Butcher suggested appointing Jerod Geter as M/F Co-Chair
 - The Council Co-Chairs will discuss the M/F appointment with Jerod

Announcements

- Leif Mitchell announced CIRA's AIDS Science Day is April 1st, 2009 at the Omni New Haven

Adjournment

The meeting was adjourned at 1:55 pm.