

**Membership/ Finance Committee  
 Meeting Summary**

**Meeting Date:** Thursday, January 7<sup>th</sup>, 2010  
**Start Time:** 12:20 p.m.  
**End Time:** 1:58 p.m.  
**Location:** Burroughs Community Center, Bridgeport, CT  
**Presiding Chair:** Robert Sideleau  
**Recorder:** Lindsey Sweeney

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**Summary of Committee Business Votes**

- Approval of Minutes from the December 3<sup>rd</sup> Membership/Finance Committee meeting

**Council Member Assignments**

- Recruitment Strategies as discussed

**Staff Member Assignments**

- Prepare Meeting Summary
- Forward PC Brochure to Bob for layout in Spanish

**Attendance Record – 2010**

<b>Committee Members</b>	1/7	2/4	3/4	4/1	5/6	6/3	7/1	8/5	9/2	10/7	11/4	12/2
Brian Datcher	●											
Adaline DeMarrais* (Co-Chair)	●											
Tom Kidder (Council Co-Chair)	●											
Beverly Leach												
Leif Mitchell (Council Co-Chair)	●											
Robert Sideleau* (Co-Chair)	●											
Roberta Stewart	●											
<b>Other Attendees</b>												
Ryan White Office	●											
Planning Council Staff	●											
Other Participants	Jennifer Loschiavo (PC), Richard Coover (Public)											

**(1.0) Moment of Silence**

Robert Sideleau called the meeting to order at 12:20 p.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

**(2.0) Welcome and Introduction**

Robert asked participants to introduce themselves and reminded attendees that the meeting public and open to the press. Participants are asked to use good judgment in disclosing any personal information during introductions.

**(3.0) Co-Chair Announcements**

None

**(4.0) Approval of December 3<sup>rd</sup> Meeting Summary**

Adaline DeMarris moved that the minutes of the December 3<sup>rd</sup> Membership/Finance Committee meeting be approved. Tom Kidder seconded the motion.

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*New Haven and Fairfield Counties*

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**Comments:** 1) Leif Mitchell's term was extended by the Planning Council, not the M/F committee. The M/F committee made the recommendation and that recommendation was forwarded to Planning Council, which approved the motion. The recommendation was then forwarded to the CEO for final review and approval. 2) Three regions, not two were fully spent in substance abuse inpatient funds (add Region 1).

**For:** DeMarrais, Kidder, Sideleau, Stewart, Mitchell, Loschiavo

**Against:** Datcher

**Abstain:** None

### **(5.0) New Business**

#### **a. PCAT Review**

The Committee reviewed the PCAT and was on target based on the monthly activities as outlined.

#### **b. Membership Recruitment and Retention Plans**

The committee discussed the following items with regard to Recruitment of new Council members:

- Upcoming meetings in progress. Care continua good attendance with PLWHA
- Want more activity and more voice
- Care continuums- Danbury Roberta/Jerome, Bridgeport Adaline/Jennifer/Joanne, Stamford/Dennis; Waterbury/Ric/Beverly; New Haven/Leif/Bob
- Continuum updates for P/C agenda
- Issues/ concerns
- Distribute brochures

#### **c. Review Council Reflectiveness**

Review of the Planning Council Composition as of January 7<sup>th</sup>, 2010 showed that membership is non-reflective for Males (7 or 44% vs. target of 12 or 65%), Hispanics (2 or 11% vs. target of 5 or 29%) and non-conflicted consumers (3 or 17% vs. target of 6 or 33%).

#### **c. Review Membership Applications**

The Committee entered Executive Session to review Membership applications:

Motion into Executive Session- Tom Kidder, Leif Mitchell- second

**For:** DeMarrais, Kidder, Stewart, Mitchell, Loschiavo, Datcher

**Against:** Sideleau

**Abstain:** None

Motion out of Executive Session-Roberta Stewart, Leif Mitchell-second

**For:** DeMarrais, Kidder, Stewart, Mitchell, Loschiavo, Datcher

**Against:** None

**Abstain:** Sideleau

**Not Present:** Kidder

### **(6.0) Grantee Report:**

Tom Butcher reported on the following items:

- The Ryan White Office (RWO) has received a supplemental grant request from HRSA requiring the EMA to submit strategies for finding Unaware PLWHA and bringing them into care. This four

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page supplemental request will account for 34 points in the EMA's 2010 Part A grant application (submitted 10/31/09).

- Additionally, HRSA has requested a one page 2010 Minority AIDS Initiative application outlining the services that are to be funded with MAI dollars beginning 3/1/10
- Q3 Expenditure Report was reviewed:
  - Region 1=68%
  - Region 2=61%
  - Regions 3-4-5=73%

### **(7.0) Announcements**

January 27<sup>th</sup>-First Baptist Church on Washington Ave in Bridgeport at 12pm Luncheon with speaker discussing HIV/AIDS issues

### **(8.0) Adjournment**

The meeting adjourned at 1:04 p.m.