



Ryan White Planning Council

New Haven & Fairfield Counties

Jerod Geter, Co-Chair

Membership /Finance Committee

Meeting Summary

Meeting Date: Thursday, May 7th, 2009
 Start Time: 12:05 p.m.
 End Time: 1:38 p.m.
 Location: Optimus, Bridgeport
 Presiding Chair: Jerod Geter
 Recorder: Jeff Daniel, Planning Council Staff

SUMMARY OF COMMITTEE BUSINESS VOTES

- Minutes from 4/02
- Two new nomination applications

COUNCIL MEMBER ASSIGNMENTS

- “Invite a Friend” Email meeting notice around for the Planning Council, and bring a person to the next Planning Council and Committee Meetings

STAFF MEMBER ASSIGNMENTS

- Communicate with eligible Co-Chair Candidates
- Post Planning Council Recruitment Flyer to www.ryanwhitecare.org
- Speak with Planning Council applicant regarding attendance requirements

ATTENDANCE RECORD - 2009

	Committee Members	1/8	2/8	3/5	4/2	5/7	6/4	7/9	8/6	9/3			
1.	ADALINE DEMARRAIS				●	●							
2.	JOSE GARCIA												
3.	JEROD GETER* (CO-CHAIR)				●	●							
4.	JEROME HARRIS		●	●		●							
5.	AFRICKA HINDS-AYALA												
6.	TOM KIDDER	●	●	●	●	●							
7.	ROBERT SIDELEAU	●	●	●	●	●							
8.	ROBERTA STEWART	●	●	●		●							
9.	MR. KEN TEEL	●	●	●	●								
	Other Attendees												
	RYAN WHITE OFFICE	●	●		●	●							
	PC STAFF	●	●	●	●	●							
	Other Participants	Charlotte Burch (PC), Jennifer Loschiavo (PC), Felipe Ruiz, Jenny Vargas, Gary Gonsalves											



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(1.0) **MOMENT OF SILENCE**

Jerod Geter called the meeting to order at 12:05 p.m. A moment of silence was held in recognition of all who have been affected by HIV/AIDS.

(2.0) **WELCOME AND INTRODUCTIONS**

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

(3.0) **CO-CHAIR ANNOUNCEMENTS**

Jerod stated that this was his first meeting as the new Membership/Finance Co-Chair. The committee heartily welcomed him.

(4.0) **APPROVAL OF APRIL 2ND, 2009 MEETING SUMMARY**

MOTION TO APPROVE MINUTES: 1ST: ROBERT SIDELEAU; 2ND: ADALINE DEMARRAIS

FOR: SIDELEAU, DEMARRAIS,

AGAINST: NONE

ABSTENTIONS: BROWNE, STEWART, HARRIS, GETER

(5.0) **NEW /OLD BUSINESS**

A. MEMBERSHIP RECRUITMENT AND RETENTION

- Jerod had announced at the local Bridgeport consortia the importance for consumers and others to consider joining or just participate in the Council.
- There was discussion regarding the distribution of council brochures and whether a flyer was available, and the need to ensure that it was sent to all regions and posted at RW funded agencies.
- Currently the membership comprised of 12 people, and that number will drop again when May is over. Ric announced that he was working to recruit one past member and has been speaking with another 2 individuals.
- Roberta stated that Leif made statements at AIDS Awareness day at the capitol and he encouraged folks to get involved specifically in the Planning Council activities.



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- She further expressed support for the idea of talking to people about joining the council, but caution should be used with regard to getting folks who may not be truly able to commit to the time requirements just yet in their lives. Instead we might consider putting out a call to invite people to attend the meeting. Once they are present, and observing the environment, we might have better response with people joining with better levels of commitment.
- Everyone was referred to the April minutes, and to note this conversation had taken place for the last few months. Bob requested that the group consider identifying concrete steps and a timeline for completion, as well as assigning those actions to a specific person or persons.
- It was suggested that the Mem/Fi co-chair may be able to go to Medical Case Management meetings in the regions as Ambassadors in an effort to spread the word. Also that everyone should send the meeting notices out to others to encourage participation. Also, the council may consider reaching out to past members who may be ready to come back to the table.
- A request was made to include “Public Comment” on the Committee agendas. The committee agreed that this was possible and would be added. There was a reminder that any member of the public can comment at the committee level, they just cannot vote, but there are designated times at the Planning Council meetings.
- The idea of having 5 to 10 minutes at each Planning Council meeting for training on various issues. e.g. having a doctor talk about medical information, or Medical Case Management etc. Suggestion that there be a way to have that kind of training count toward the training requirements for Quality Management.

B. REVIEW OF PLANNING COUNCIL CO-CHAIR ELECTION PROCESS

- Staff announced that there had been one applicant but that the person chose to withdraw the application for personal reasons. So there is not currently a nominee for Council Co-Chair.
- Staff also mention that an email from Leif Mitchell was sent to the Executive Committee members stating he was willing to fill the term of Bob Sideleau thru December 2009. Staff stated that Leif was not present today, but he is not a person living with HIV, and Leif felt that the open Co-Chair seat should



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be filled by a PLWH. Leif also mentioned that he is seeking his employer approval should the Council decide to send his name forward to the Mayor. Additionally, the By-Laws speak to the election of a Council Co-Chair, but are silent to the issue of when a person steps down what the replacement process might be. In the future, when the annual review of the By-Laws takes place, this will be addressed. However, there is precedence for having the Council recommend a member for appointment to fill out the term of Co-Chairs that leave before their term is completed.

- Another member, Adaline DeMarrais, who was present at the meeting, stated she was willing to fill out the term of Bob Sideleau.
- Clarification was made that each eligible member for Co-Chair was only notified of the 3 year election term, but no communication was made regarding the ability of the eligible members to fill out the term of the outgoing Chair. In an effort to make sure that all eligible members had the same information, a notice would be sent to them asking them to consider the shorter term and seek any eligible member who might be willing to step forward. Tom Kidder stated he would draft that email and send it out. The date for eligible members to respond to the email would be Wednesday, May 13, 2009 by 3pm. The Executive Committee will review the names of members who come forward, and then the name(s) will go forward to the Planning Council for a vote.
- Should there be one or more eligible members step forward, the committee adopted the following process for selection of a member for Council Co-Chair:
 - One Candidate: A simple vote for against the eligible members
 - Two Candidates: A simple vote between the two eligible members

C. REVIEW OF MEMBERSHIP APPLICATIONS

A motion to enter Executive Session was made by Bob Sideleau, 2nd by Adaline DeMarrais.

In favor: Kidder, Sideleau, Stewart, Loshiavo, DeMarrais, Geter, Burch, Harris, Browne

Abstentions: none

Against: none

A motion to exit Executive Session was made by Bob Sideleau, 2nd by Charlotte Burch.

In favor: Kidder, Sideleau, Stewart, Loshiavo, DeMarrais, Geter, Burch, Harris, Browne

Abstentions: none

Against: none



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A motion by Roberta Stewart, 2nd by Ric Browne to move Joanne Montgomery forward to the council for membership.

In favor: Kidder, Sideleau, Stewart, Loshiavo, DeMarrais, Browne, Burch, Harris

Abstentions: Geter

Against: none

A motion by Bob Sideleau, 2nd by Adaline DeMarrais to move XXXXX forward to the council for membership.

In favor: Kidder, Sideleau, Stewart, Loshiavo, DeMarrais, Browne, Burch, Harris

Abstentions: Geter

Against: none

D. GRANTEE REPORT

- Tom Butcher reported that the Notice of Grant Award had been received, and that the award was \$7,090,763.
- Award letters to the 5 regional provider agencies have been sent.
- This represents the total award. It includes the partial award we received, and the remaining funds for the fiscal year.
- A concern about what will happen when the Ryan White HIV/AIDS Treatment Modernization Act when the law sunsets. Tom B. stated that congress is working on the new law now and by summer there may be some additional information from legislators.
- It was stated by a member that it would be OK to contact your legislators and say Thank You for the increase and to make sure a new act is in place.

E. ANNOUNCEMENTS

- AIDS Awareness Day had a good turnout yesterday, with great press coverage.
- There will be a training given by Dr. Torres on June 5th at the Baptist Church in Bridgeport.
- The next meeting will be June 4th at the Greek Olive in New Haven.

F. ADJOURNMENT

The meeting was adjourned at 1:38 p.m.