



# Ryan White Planning Council

New Haven & Fairfield Counties  
Ken Teel and Awilda Gonzalez, Co-Chairs

## Membership & Finance Committee Meeting Summary - FINAL FAST FACT PAGE

**Meeting Date:** Thursday, June 5, 2008 from 12:00 to 2:00 pm  
**Start Time:** 12:10 pm  
**End Time:** 2:00 pm  
**Location:** Hill Health Center, New Haven, CT  
**Presiding Chair:** Awilda Gonzalez  
**Recorder:** Sara Nichols, Planning Council Staff

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### Summary of Council Business Votes

- None

### Council Member Assignments

- Robert Sideleau will revise the brochure and membership ID card as discussed and distribute the 3<sup>rd</sup> Draft at the July 3<sup>rd</sup> meeting.
- All members will actively recruit new members to apply for participation on Planning Council

### Staff Assignments

- Post approved agenda (6/5/08) and meeting minutes (5/1/08) on website ([www.ryanwhitecare.org](http://www.ryanwhitecare.org))
- Prepare meeting minutes for 6/5/08.
- Update the Planning Council Membership reflectiveness matrix and distribute at July 3<sup>rd</sup> meeting.

### Attendance Record - 2008

Committee Members	1/31	2/28	3/27	4/24	5/1	6/5	7/3	8/7	9/4	10/2	11/6	12/4
Carlos Barbier	●	●		●	●							
Brian Datcher	●	●										
Adaline DeMarrias	●	●	●	●		●						
Jose Garcia	●	●	●	●	●	●						
<b>Awilda Gonzalez</b>	●		●		●	●						
Africka Hinds-Ayala												
Tom Kidder	●	●		●	●	●						
Robert Sideleau	●	●	●	●	●	●						
Roberta Stewart	●	●		●	●	●						
<b>Ken Teel</b>	●	●	●	●								
Ryan White Office	●	●	●	●	●	●						
Planning Council Staff	●	●	●	●	●	●						
PC Members & Public Participants	6/5/08 – Jerome Harris (PC), Jason Margolin, Ana Torres											



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### Welcome and Introductions

Co-Chair Awilda Gonzalez began the Committee meeting at 12:15 p.m. A moment of silence was held in recognition of all who have been affected by HIV/AIDS. Awilda Gonzalez reminded individuals that the meeting is open to the public, except when the Committee enters into Executive Session to discuss nominations.

### Co-Chair Announcements and Meeting Objectives

Awilda Gonzalez reviewed the agenda for the meeting and asked if anyone had any questions. There were no questions.

### Approval of the Meeting Summary

Awilda Gonzalez asked individuals to review the May 1, 2008 Committee Meeting Summary for accuracy and content.

- Robert Sideleau made a motion to approve the 5/1/08 Meeting Summary, Roberta Stewart seconded the motion.
- Discussion regarding corrections noted: date on page 1; typo on pg 2 and 3; adding Roberta Stewart in the voting record on page 3. Vote to approve with noted corrections carried 3 yes and 3 abstentions. In Favor: Garcia, Stewart, Sideleau. Opposed: none; Abstentions: DeMarrais, Harris, Gonzalez.

### Finance Committee Report

None.

### Membership Committee Report

#### a. Membership Applications/Reflectiveness

Co-Chair Awilda Gonzalez stated she knows of a potential new council member interested in applying and she inquired about the current council reflectiveness to the current HIV/AIDS epidemic in the TGA. Staff will provide the current matrix to the July 3<sup>rd</sup> meeting. Robert Sideleau announced Brian Datcher had submitted his letter of resignation from the council dated June 6, 2008. Awilda added that he will be missed.

#### b. Planning Council Brochure & Membership ID Card

Robert Sideleau distributed a draft template of the brochure entitled 'What is the Ryan White Part A Planning Council'. Roberta Stewart thanked him for his time and effort as she stated it is easier to review a draft then start from scratch. The group reviewed the brochure and provided feedback. The original idea of 2 brochures were merged into one to describe both information on the PC and assisting access to services. There was consensus to have only one brochure.

Discussions on minor edits to sections were noted, including adding 'confidential' language to the services section and the need to translate brochure into Spanish. Robert Sideleau will revise the brochure and bring 3<sup>rd</sup>/final draft to the July 3<sup>rd</sup> meeting

Robert Sideleau distributed three draft Membership ID Card templates. The purpose of the ID card is for members of the council to identify themselves as members of the Planning Council. Each member would receive one card/badge when their application is approved by the Mayor of the City of New



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Haven. This card/badge is not intended to suggest that members of the PC provide HIV/AIDS services AS planning council members. Roberta Stewart noted that we do not counsel consumers on their care services. Jose Garcia said this identification would help give him credibility to recruit new members to attend the planning council.

There was consensus to use the 1<sup>st</sup> template (numbered 1-3 top to bottom). A few edits were suggested. Robert Sideleau will revise and distribute final draft to the July 3<sup>rd</sup> meeting.

### **c. Update on Population-Based Priority Setting & Resource Allocation process**

Roberta Stewart, Co-Chair of the Strategic Planning & Assessment (SPA) Committee, updated the Membership/Finance committee on the Priority Setting and Resource Allocations process, with progress reported to date on selection of special populations. A handout of the roadmap of the entire process was distributed to participants. The role of the Finance committee will be to explore other funds available for PLWHA. This information will be needed for the Resource Allocation process.

### **Announcements**

Awilda Gonzalez announced the next meeting will be Thursday, July 3<sup>rd</sup> at 12 – 2pm at Optimus Health Care in Bridgeport.

### **Adjournment**

Awilda Gonzalez adjourned the meeting at 1:45 p.m.