



Ryan White Planning Council

New Haven & Fairfield Counties

Leif Mitchell & Roberta Stewart, Co-Chairs

Strategic Planning & Assessment Committee Meeting Summary - **DRAFT**

Meeting Date: Thursday, February 5th, 2009
Start Time: 2:02 pm
End Time: 4:15 p.m.
Location: **The Greek Olive, New Haven**
Presiding Chair: Leif Mitchell
Recorder: Jeff Daniel, Planning Council Staff

Summary of Committee Business Votes

- Minutes Approved: 01/08/09
- Council By-Laws

Council Member Assignments

- Attend committee and Planning Council meetings per the Council's By-Laws
- Review Updated By-Laws

Staff Assignments

- Post approved agenda and meeting minutes for 02/05/09 on website (www.ryanwhitecare.org)
- Distribute Amended By-Laws to Council members
- Prepare Feedback Summary from Planning Council Meeting

Attendance Record - 2009

	SPA Committee Members	1/8	2/5	3/5	4/2	5/7								
1.	Jerod Geter	●												
2.	Jennifer Loschiavo	●												
3.	Leif Mitchell	●	●											
4.	Krystle Moore		●											
5.	Roberta Stewart	●	●											
6.	Dennis Torres	●	●											
7.	Thomas Kidder	●	●											
8.	Robert Sideleau	●	●											
	Ryan White Office	●	●											
	Planning Council Staff	●	●											
	Other Participants	Charlotte Burch (PC)												

* Meeting attendance policy does not apply for special meetings per By-Laws.



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(1.0) Moment of Silence

The meeting was called to order by co-chair Leif Mitchell at 2:02 PM. He asked everyone to quiet their cell phones as a "Moment of Silence" was observed.

(2.0) Welcome and Introductions

Leif welcomed everyone and advised them that it is a public meeting, and to be wise in sharing information in making their introductions.

(3.0) Approval of January 8th, 2009 minutes.

Leif Mitchell asked everyone to review the minutes from the January 8th, 2009 meeting. Bob Sideleau made a motion to accept the minutes. Tom Kidder seconded the motion. The minutes were approved
For: Stewart, Kidder, Sideleau, Torres; Against: none; Abstentions: Mitchell, Moore, Burch

(4.0) New/Old Business

(4.a.) Review Planning Council Survey Feedback Forms from January meeting.

The Committee reviewed the feedback forms from the January PC meeting. All feedback was positive and the committee noted a stark improvement in feedback from previous meetings.

(4.b.) Planning Council By-Law Review and Discussion

The committee began review of the Council By-Laws at Section 4.2 (where the committee left off during the last SPA meeting). The committee reviewed the By-Laws and recommended numerous modifications (full track changed By-Law modifications are available by contacting the Planning Council Staff).

Motion to extend the meeting by 15 minutes was made by Tom Kidder, Seconded by Roberta Stewart.
For: Burch, Mitchell, Stewart, Torres, Kidder, Sideleau, Moore; Against: None; Abstentions: None

Motion to approve By-Laws and forward to the Planning Council for review and acceptance was made by Roberta Stewart and seconded by Charlotte Burch. For: Burch, Mitchell, Stewart, Torres, Kidder, Sideleau; Against: None; Abstentions: None

(5.0) Adjournment

Next Meeting: Thursday, March 5th, 2009 2-4 pm in Bridgeport @ Optimus

(6.0) Adjournment

Leif Mitchell adjourned the meeting at 4:15 pm.