



# Ryan White Planning Council

New Haven & Fairfield Counties

Leif Mitchell & Roberta Stewart, Co-Chairs

## Strategic Planning & Assessment Committee Meeting Summary

Meeting Date: Thursday, May 7<sup>th</sup>, 2009  
 Start Time: 2:10 p.m.  
 End Time: 3:51 p.m.  
 Location: Optimus, Bridgeport  
 Presiding Chair: Roberta Stewart  
 Recorder: Jeff Daniel, Planning Council Staff

### Summary of Committee Business Votes

- Minutes Approved: 04/02/09

### Council Member Assignments

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### Staff Assignments

- Post approved agenda and meeting minutes on website ([www.ryanwhitecare.org](http://www.ryanwhitecare.org))
- Prepare Feedback Summary from Planning Council Meeting
- Prepare Medicaid Letter for Ryan White Office to send to DSS
- Develop 2010 PSRA workbook

### Attendance Record - 2009

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

\* 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 Roberta Stewart at 2:10PM. She asked everyone to quiet their cell phones as a "Moment of Silence" was observed.

### **(2.0) Welcome and Introductions**

Roberta 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 April 2<sup>nd</sup>, 2009 minutes.**

Roberta Stewart asked everyone to review the minutes from the April 2<sup>nd</sup>, 2009 meeting. Bob Sideleau made a motion to accept the minutes. Jennifer Loschiavo seconded the motion. The minutes were approved with the corrections (4.a – remove that, that; 4.c DEHMAS should be DMHAS):

**For:** Loschiavo, Mitchell, Sideleau, Kidder, Burch

**Against:** none

**Abstentions:** Stewart

### **(4.0) New/Old Business**

#### **(4.a.) Review Planning Council Survey Feedback Forms from March meeting.**

The Committee reviewed the feedback forms from the April PC meeting. All feedback was positive and that there were no themes or issues that needed to be addressed.

#### **(4.b.) Review of the SPA PCAT (Planning Council Activity Timeline)**

Staff lead the committee in review of the PCAT as it relates to the upcoming PSRA process. Data request had been submitted to the Grantee's office. A request was sent to DSS for Medicaid information for return back by June 1<sup>st</sup>. The committee is on track with the PCAT.

#### **(4.c.) Discussion of 2010 Priority Setting and Resource Allocation Process (PSRA)**

Roberta opened the discussion with an update on the Priority list of services that was sent to the April Planning Council meeting for approval, but from further discussion and input, the Council sent the services list back to the SPA committee for further data review, discussion and more defined process.

Leif stated that while there was new data for use in the PSRA process, it primarily would affect the Resource Allocation process.

The data sets that were used for the Priority Setting up to this point included:

1. Epi Data including trending from 2005-2008. Leif noted that the HIV numbers may not be accurate but AIDS numbers should be accurate SOURCE: CT DPH
2. Total PLWHA Prevalence SOURCE: CT DPH
3. Unduplicated Client Counts by Special Population by Service category SOURCE: Ryan White Office
4. Other Funding in the EMA
  - Ryan White Part B, C, D, F



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- HOPWA
- HUD
- SAMHSA
- DMHAS
- Medicaid (Committee requested staff to draft letter from Ryan White Office to CT DSS for New Haven EMA Medicaid data)
- Veteran's Administration
- Food Banks

### 5. Unmet Need Estimate SOURCE: CT DPH

A question about what new data might be available for Priority Setting.

Staff explained there was no new data, no new input that had been gathered. No surveys or other needs assessments. There was anecdotal data from medical providers, but no firm and objective data, especially from PLWHA, available for use this year.

A question was asked about whether there was data that was overlooked last year, especially around the service categories of Nutritional and Psychosocial support. Leif explained that the information that was reviewed last year and that resulted in the dropping of those services, had not changed, nor was there any new data to review.

The Ryan White Office suggested that the Quality Management efforts may have new information from the work that was performed last year. Through discussion it was clarified that the QM data was reviewed last year.

A question as to whether there was any other studies done by outside entities that may be looked at? What about the SPNS Dental program, for example.

What can the Council do to gather consumer input for this year? A NAPWA study was referenced, and the question as to whether that would contain any Connecticut specific information.

The guidance from FY2009 grant was reviewed to see what the direction might be. The need for including the voice of consumers and emphasizing their involvement in the process was discussed.

The concept of doing a survey of some kind, perhaps online, or a focus group of some kind was put forward. The idea of putting out a list of services, and asking consumers to put them in order. Does the Council have the resources to do this kind of survey, and the time to put that process together.

Discussion about the need to create a weighting method for the different data sets, including a new survey of some kind. Also the concern about making sure that consumers involved in the survey had the same understanding of service definitions. It was also voiced that it was important to make any survey or discussion process simple and in lay terms.



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The group agreed on Focus Group/Community Forum gatherings that are facilitated. Additionally they should involve each region, and include special populations, be consumer based, with one being provider based. Information would be asked about “what are the barriers that PLWHA face to access services, and what services are needed?” Planning Council members should be present and involved in these discussions.

There were various ways to hold a Community Forum, and the group felt that an evening gathering would be best.

The populations that were chosen for the Community Forums included Men who have Sex with Men, Latinos, Injection Drug Users, Women, African Americans. Foreign born as a population would be very difficult to access, but the group felt that they would be reached to some degree within the other 5 populations.

Along with these forums must come the understanding that just because a discussion about a specific service or services may occur, it doesn't mean that any such service will be funded or that funding for any service will necessarily be increased or decreased. Also that the information would need to be gathered and ready for review by the July SPA meeting.

The discussion turned to how to get out the word about the Community Forums. Ideas discussed and it was decided that a flyer would be created that would target specific populations, and that another general flyer with all the dates would also be created and distributed.

Also that the first 25 consumers attending would receive a food gift card worth \$20. Meetings would be held mid June thru the first week in July.

The June SPA meeting would review the Community Forum content discussion, the purpose of the impact and how to weigh the data that was gathered against other data sets.

**Next Meeting:** Thursday, June 4<sup>th</sup>, 2009 2-4 pm in New Haven @ The Greek Olive  
The meeting was adjourned at 3:51 pm.