

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Joanne Montgomery & Roberta Stewart, Co-Chairs

Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, August 4th, 2011
Start Time: 2:00
End Time: 3:40
Location: Burroughs Community Center
Presiding Chair: Joanne Montgomery
Recorder: Jeff Daniel

Summary of Committee Business Votes

- Approval of Minutes from the July 7th, 2011 meeting
- FY 2012 Service Category Definitions

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Recruit/Promote Planning Council to increase PLWHA participation

Staff Member Assignments

- FY 2012 Resource Allocation preparation/data collection
- EIIHA Strategy #2 (High Risk Assessment)
- Recruit/Promote Planning Council to increase PLWHA participation
- Prepare FY 2012 Service Category Definitions for final approval at Planning Council

(1.0) Moment of Silence

Joanne Montgomery called the meeting to order at 2:00 p.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

All participants introduced themselves.

(3.0) Co-Chair Announcements

Joanne reviewed today's agenda with the committee.

(4.0) Approval of July 7th, 2011 Meeting Summary

A motion to approve the minutes was made by Roberta Stewart and seconded by Brian Datcher

For: Datcher, Kidder, Mitchell, McCoy, Moore, Rosa, Stewart, Torres

Against: None

Abstain: Cousar, Leach, Montgomery, Ramos

(5.0) New Business/Old Business

a. Reviewed SPA PCAT

The Committee reviewed the PCAT and determined to be on track with assigned work activities.

b. Update HRSA Service Category Definitions

The Committee finalized the FY 2012 Service Category definitions. The Committee adopted HRSA's service categories with four categories being modified:



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Substance Abuse Outpatient

Pre-treatment/recovery readiness programs

- Harm reduction
- ~~Mental health counseling to reduce depression, anxiety and other disorders associated with substance abuse~~
- Outpatient drug-free treatment and counseling
- **Opiate Assisted Therapy (Does not pay for medications)**
- ~~Neuro-psychiatric pharmaceuticals~~
- Relapse prevention
- ~~Limited acupuncture services with a written referral from the client's primary health care provider, provided by certified or licensed practitioners wherever State certification or licensure exists~~
- Services provided must include a treatment plan that calls only for allowable activities and includes:
 - o The quantity, frequency, and modality of treatment provided
 - o The date treatment begins and ends
 - o Regular monitoring and assessment of client progress
 - o The signature of the individual providing the service and or the supervisor as applicable

Housing Services-

- No use of funds for direct payments to recipients of services for rent or mortgages.
- Added: These short term payments must be carefully monitored to assure limited amounts, limited use, and for limited periods of time.

Emergency Financial Assistance: kept our definition

Medical Transportation—added: A system of mileage reimbursement that does not exceed the federal per-mile reimbursement rates limited **to approved agency staff members.**

A motion to approve the minutes was made by Roberta Stewart and seconded by Krystle Moore.

For: Cousar, Datcher, Kidder, Leach, Mitchell, McCoy, Moore, Ramos, Rosa, Stewart, Torres

Against: None

Abstain: Montgomery

c. Provide an epidemiology update by EMA, County and Region

Staff reported receiving a response from DPH with a web link to the Epi page. Staff has reviewed the epi update and the data is the exact same as last summer.

d. Determine FY 2012 Resource Allocation (Start)

The Committee began work on the FY 2012 Resource Allocation. The committee worked with staff on the Resource allocation workbook. Due to the EMA not having the final FY 2011 Notice of Grant Award, the committee will continue work and finalize the FY 2012 Resource allocation at next month's meeting. The committee also reviewed other funding sources to ensure all funding sources were listed.

For the FY 2012 Resource Allocation, the Committee reviewed four components:

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Components #1 and #2= Current In Care Client Counts + Anticipated increase #2) based on the EMA's Epidemiological Profile. The plan for the anticipated increase of new clients, the Committee took the highest client count from the three year reporting period.

For Component #3 (Returning Out of Care Into Care), the committee reviewed the EMA's Unmet Need Estimate and set a goal of returning 150 Out of Care PLWHA to care. This figure represents 7.5% of the EMA's Unmet Need Estimate

For Component #4 (Identification of Unaware HIV+ Individuals), the committee reviewed the EMA's Unaware Estimate and set a goal of identifying 50 HIV+ Unaware individuals. This figure represents 7.5% of the EMA's Unaware Estimate.

At September's meeting, the committee will conclude the FY 2012 Resource Allocation based on receipt of the final Notice of Grant Award (for year-over-year comparison purposes)

e. Early Intervention Services Model Review

Due to the delay in funding, the EIS models have not been implemented. Once the Notice of Grant award has been received and the continuum of care is fully funded, the committee will review the EIS model for effectiveness.

f. EIIHA (Early Identification of Individuals with HIV/AIDS—Unaware) strategies review, discussion, action and update

All strategies have been completed or are in process. The Committee will update the EIIHA strategies in the coming months.

g. Needs Assessment Activity

Due to the delay in funding, the Needs Assessment activity has been postponed pending receipt of final Notice of Grant Award

h. Develop Comprehensive Plan and accompanying work plans

Tabled.

(6.0) Announcements

None

(7.0) Adjournment

The meeting adjourned at 3:40 p.m.

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Attendance Record – 2011

	Council Member	1/6	2/3	3/3	4/7	5/5	6/2	7/7	8/4	9/1	10/6	11/3	12/1
1.	Ric Browne												
2.	Charlotte Burch		X	X									
3.	Kenneth Cousar								X				
4.	Brian Datcher			X		X	X	X	X				
5.	Adaline DeMarrais			X									
6.	Heidi Jenkins				X	X		X					
7.	Tom Kidder			X		X			X				
8.	Brian Kuerze	X	X	X	X	X	X	X					
9.	<i>Beverly Leach PC Co-Chair</i>	X	X	X	X		X		X				
10.	Ronald Lee				X	X		X	X				
11.	Andrew Lyons												
12.	<i>Leif Mitchell PC Co-Chair</i>	X		X	X		X	X	X				
13.	Caesar Moffett, Jr.												
14.	Ken Teel												
15.	Kenneth McCoy	X	X	X	X	X	X	X	X				
16.	Krystle Moore	X	X	X	X	X	X	X	X				
17.	Joanne Montgomery Co-Chair	X	X		X	X	X		X				
18.	Clara Ramos		X	X	X		X		X				
19.	Christine Romanik												
20.	Gabrielle Rosa		X	X	X		X	X	X				
21.	Robert Sideleau	X	X	X			X	X					
22.	Roberta Stewart Co-Chair	X		X	X	X	X	X	X				
23.	Dennis Torres	X	X	X		X	X	X	X				
	Ryan White Office	X	X	X	X	X	X	X	X				
	Planning Council Staff	X	X	X	X	X	X	X	X				
	% of Council present:	50%	53%	67%	53%	41%	55%	50%	57%				