



Adaline DeMarrais and Caesar Moffett, Jr, Co-Chairs

Membership/ Finance Committee Meeting Minutes

Meeting Date: Thursday, September 1st, 2011
Start Time: 12:14
End Time: 1:15
Location: The Greek Olive
Presiding Chair: Caesar Moffett, Jr.
Recorder: Jeff Daniel

Summary of Committee Votes

- Approval of August Meeting minutes
- Membership Applications

Council Member Assignments

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

Staff Member Assignments

- Facilitate Council Membership Process
- Maintain Attendance Records for all meetings
- Maintain Council Reflectiveness "Grid"

(1.0) Moment of Silence

Caesar Moffett, Jr. called the meeting to order at 12:14 pm. 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

None

(4.0) Approval of August 4th, 2011 Meeting Summary

A motion to approve the minutes was made by Roberta Stewart and seconded by Ron Lee

For: Cousar, Datcher, Lee, Mitchell, Stewart

Against: None

Abstain: Lyons, Moffett, Romanik

Not Present: DeMarrais, Leach

(5.0) New Business/Old Business

a. Review Membership/Finance PCAT

The Committee reviewed the PCAT and determined it was on target with all assigned activities.

b. Review Planning Council Feedback

Overall PC feedback was good. Specific comments:

- Wish this meeting was another day of the week
- Lunch was Delish! Happy Birthday Christine!
- The set up was great!



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- Great job facilitating, Bev. Big group today.
- Very tight—staff will work with Greek Olive staff for additional seating
- People have to let others talk without interrupting—Council Co-Chairs will address this at the next PC meeting

c. Review Planning Council Reflectiveness

The Council is at 35% non-conflicted consumer with a goal of 33%. The Council is still seeking at Medicaid representative as well as Hispanic; Male and non-conflicted consumers. The reflectiveness has become much more compliant with African Americans compliant and males coming closer to compliance. The Council is stills seeking Hispanics, Males and Non-Conflicted consumers (HIV+ individuals who do not work for or sit on the board of a Part A funded agency)

d. Review Planning Council Attendance

The Committee reviewed the Planning Council attendance. One member has missed 4 Planning Council meetings. Per the Council's By-Laws, on the fifth absence of either committee meetings or Planning Council meetings, the member is discharged from the Council. Several other Council members have three absences and they have been notified of the need to attend meetings. Last month's attendance at committee meetings and Planning Council was excellent!

e. Review of Membership Applications

The Committee reviewed three membership applications.

Roberta Stewart made a motion to go into Executive Session to review membership applications. Leif Mitchell seconded the motion.

For: Cousar, Datcher, Lee, Mitchell, Stewart

Against: None

Abstain: Lyons, Moffett, Romanik

Not Present: DeMarrais, Leach

Leif Mitchell made a motion to go out of Executive Session after reviewing membership applications. Roberta Stewart seconded the motion.

For: Cousar, Datcher, Lee, Mitchell, Stewart

Against: None

Abstain: Lyons, Moffett, Romanik

Not Present: DeMarrais, Leach

As the applications are new, the applicants will be contacted to let them know the meeting requirements and of their application status.

f. Develop Recruitment plan to maintain EMA's epidemic reflectiveness

The Committee reviewed data from Community Forum #6 in Meriden. The overall feedback was very good. The Committee also reviewed the "dot exercise" from the Meriden Community Forum participants.



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What services help you to stay healthy?	Meriden Rankings	Meriden Session #6 08-11-11
Core		
Dental/Oral Health Care	2	8
Health Insurance Premium & Cost Sharing Assistance	6	1
Medical Case management (includes Treatment Adherence)	4	6
Mental Health Services	4	6
Outpatient Ambulatory Medical care	6	1
Outpatient Substance Abuse Services	4	6
Support		
Emergency Financial Assistance	3	7
Food Bank Home Delivered Meals	5	5
Housing Assistance & Related Services	1	34
Inpatient Substance Abuse Services	4	6
Medical Transportation Services	5	5
	# of dots	rank
	16 ppl	

(6.0) Grantee Report:

Tom Butcher reported:

1. On Tuesday, the Grantee received the final Notice of Grant Award (NGA) in the amount of \$7,196,050 which is roughly \$30,000 less than last year
2. The Grantee met with Planning Council Support Staff to discuss the Needs Assessment and Comprehensive Plan scopes of work
3. The Grantee is reviewing our Administrative budget to locate additional funds to put into services
4. The Grantee is processing all July invoices today and tomorrow before the City of New Haven procurement system shuts down (September) for its annual year end close out/reconciliation.

(7.0) Announcements

None

(8.0) Adjournment

The meeting adjourned at 1:15 p.m.

Ryan White EMA Planning Council
 New Haven and Fairfield Counties



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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	X			
4.	Brian Datcher		X	X		X	X	X	X	X			
5.	Adaline DeMarrais Co-Chair	X	X	X	X	X		X					
6.	Heidi Jenkins												
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	X			
10.	Ronald Lee				X	X		X	X	X			
11.	Andrew Lyons									X			
12.	<i>Leif Mitchell PC Co-Chair</i>	X	X	X	X		X	X	X	X			
13.	Caesar Moffett, Jr. Co-Chair	X	X	X	X	X	X	X	X	X			
14.	Ken Teel												
15.	Joanne Montgomery	X											
16.	Clara Ramos												
17.	Christine Romanik									X			
18.	Gabrielle Rosa												
19.	Robert Sideleau	X	X	X	X	X							
20.	Roberta Stewart	X		X	X	X	X	X	X	X			
21.	Dennis Torres						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:	44%	44%	52%	48%	41%	36%	36%	35%	43%			