

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Joanne Montgomery & Roberta Stewart, Co-Chairs

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## Strategic Planning & Assessment Committee Meeting Minutes

**Meeting Date:** Thursday, January 3, 2013  
**Start Time:** 2:01pm  
**End Time:** 3:09pm  
**Location:** The Greek Olive  
**Presiding Chair:** Joanne Montgomery  
**Recorder:** Sara Seaburg

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### Summary of Committee Business Votes

- Approval of Minutes from the November 1, 2012 meeting

### Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2012 PCAT for Strategic Planning & Assessment Committee

### Staff Member Assignments

#### (1.0) Moment of Silence

Joanne Montgomery called the meeting to order at 2:01pm. 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 November 1, 2012 Meeting Minutes

A motion to approve the minutes was made by Leif Mitchell and seconded by Brian Kuerze.

**For: 3** – Cousar, Kuerze, Lyons

**Against:** None

**Abstain: 4** – Montgomery, Mitchell, Lee, Datcher

#### (5.0) New Business/Old Business

##### a. Review SPA PCAT 2013

The Committee reviewed the SPA Planning Council Activity Timeline and determined that everything was on track.

##### b. 2013 PRSA Debriefing

There are two areas that need to be focused on for the 2014 grant. These areas are 'out of care into care' and 'unaware'. A parameter could be set in the 'Careware' software that would capture this information. Another topic discussed was viral load community mapping that would allow us to better see the number of people served with an EMA. With this methodology, the funding allocations to the regions could change.



**c. Discuss Planning Activity Timeline for FY2013**

All changes made to the PCAT for FY2013 were discussed and the timing of these activities were reviewed.

**d. Review of By Laws**

The 2012 By Laws were reviewed and it was determined that only minimal changes were necessary. Updating the dates to bring it current along with adding the 'Parking Lot' to the PC agenda listed on page 9 and 1 typographical error on page 2.

A motion was made by Andrew Lyons to accept move the updated By Laws to the Planning Council for approval and seconded by Kenny Cousar

**For: 7** – Cousar, Kuerze, Lyons, Montgomery, Mitchell, Lee, Datcher

**Against:** None

**Abstain:** None

**e. Needs Assessment Activity**

A discussion took place regarding the 2 new needs assessments that were defined. The first was will be with Newly Release and Previously Incarcerated Individuals and the second will be with MSM Youth (under the age of 24).

**(6.0) Parking Lot Items**

The parking lot issue was discussed regarding people who are in need of RW services from an agency where there is no more RW funding available but who are receiving services anyway at the expense of the agency. These individuals are still captured in CareWare and there needs to be research done to evaluate this number and how it can be used regarding the 2013 PSRA.

**(7.0) Announcements**

- All future meetings will be held at The Burrough's Community Center.
- The next SPA meeting will be held on February 7, 2013 from 2:00pm – 4:00pm.

**(8.0) Adjournment**

The meeting adjourned at 3:09pm

**Ryan White EMA Planning Council**  
*New Haven and Fairfield Counties*



*Joanne Montgomery & Roberta Stewart, Co-Chairs*

**Attendance Record – 2013**

	<b>Council Member</b>	1/3	2/7	3/7	4/4	5/2	7/11	8/1	9/5	10/3	11/7
1.	Ric Browne										
2.	Kenneth Cousar	X									
3.	Brian Datcher	X									
4.	Heidi Jenkins										
5.	Tom Kidder										
6.	Brian Kuerze	X									
7.	<i>Beverly Leach PC Co-Chair</i>										
8.	Ronald Lee	X									
9.	Andrew Lyons	X									
10.	<i>Leif Mitchell PC Co-Chair</i>	X									
11.	Caesar Moffett, Jr.										
12.	<b>Joanne Montgomery Co-Chair</b>	X									
13.	Alex Ortiz										
14.	Christine Romanik										
15.	Ray Ruiz, Jr.										
16.	Robert Sideleau										
17.	John Sousa										
18.	<b>Roberta Stewart Co-Chair</b>										
19.	Ken Teel										
20.	Dennis Torres										
21.	Ryan White Office	X									
22.	Planning Council Staff	X									
23.	% of Council present:	35%									