



Roberta Stewart & Chris Cole, Co-Chairs

Planning Council Meeting Minutes

Meeting Date: Friday, May 13, 2016
Start Time: 12:00 pm
End Time: 2:03 pm
Location: The Burrough's Community Center
Presiding Chair: Chris Cole
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from April 15, 2016 meeting minutes

(1.0) Moment of Silence

Roberta called the meeting to order at 12:00 p.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(1.0) Welcome and Introduction

Chris welcomed everyone and requested that all Planning Council and guests introduced themselves, their town within the EMA and their Planning Council leadership role, if applicable.

(2.0) Co-Chair Announcements

- Chris notified all attendees that we are now recording meetings.
- She also announced that in June are meetings are as follows: 6/9 committee meetings will happen as scheduled. On 6/10 – we will have our special PSRA meeting for PC from 9:30am – 3:30pm instead of
- Roberta's term ends on June 30th and we will have a new election for PC Co-Chair in May. The details of this will be emailed by staff to all current PC Members.

(3.0) Parking Lot Issues

- There are none

(4.0) Community Input

- There will be a health conference in New Haven on June 3, 2016. There will be parking validation and the conference will be held from 8:30am – 3:00pm at the Health Department.

(5.0) Approval of April 15, 2016 Meeting Minutes

A motion to approve the April 15, 2016 minutes was made by Joanne Montgomery and seconded by Roberta Stewart

For: (8) Sanchez, Robertson, Ardila, Jenkins, Briggs, C. Teel, Tierney, Stewart

Against: (0)

Abstain: (6) Cole, Kelly, Garofalo, Delgado, Muniz, Montgomery

(6.0) Planning Council Committee Reports

A. STRATEGIC PLANNING AND ASSESSMENT

Joanne Montgomery gave this report:

Here is a summary of our meeting that was held on May 5, 2016



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1. We reviewed the minutes from the April 7, 2016 meeting and these were approved.
2. We also reviewed the Planning Council Activity Timeline (PCAT). This tells us what activities the committee is responsible for completing each month. All activities are right on target.
3. We reviewed the current Service Category Definitions and updates were made. The Health Insurance Premium Cost Sharing Assistance service category was discussed at length and the committee approved the decision to discontinue paying insurance premiums at this time. We'll now we'll take a vote for final approval. VOTE

Joanne Montgomery made a motion to approve the updated Service Category Definitions and since this comes from committee, does not require a second motion.

For: (14) Sanchez, Robertson, Ardila, Jenkins, Briggs, C. Teel, Tierney, Stewart, Kelly, Garofalo, Delgado, Muniz, Cole, Montgomery

Against: (0)

Abstain: (0)

4. We reviewed the results of the MCM Health Insurance Coverage Survey. Moving forward the committee would like to know the following: how many unduplicated clients are in each region and how many clients are on Medicaid in each region. For purposes of the PSRA process the focus from these survey results will be on the number of uninsured, undocumented, and how many clients are on the ACA.
5. We discussed the special PSRA meeting and moving the date back to a day in July since the Grant Deadline has been moved back to October. Staff has e-mailed out a 'Doodle' survey for meeting date options during the week of July 18 – 22. It was decided that the meeting will take place on Friday, July 22, 2016 from 9:00am – 3:00pm at Burrough's based on the results from the Doodle poll.
6. The next Strategic Planning and Assessment committee meeting will take place on Thursday, June 9, 2016 from 9:30am – 12:00pm at the Burrough's Community Center.

B. QUALITY IMPROVEMENT

Chris Cole gave this report:

Here is a summary of our meeting that was held on May 5, 2016:

1. We reviewed minutes from April 7, 2016 and they were approved by the committee.
2. We also reviewed the Planning Council Activity Timeline (PCAT). This tells us what activities the committee is responsible for completing each month. We were on track with all assigned tasks.
3. We reviewed the Quality Improvement Committee plan and updates were made based on committee suggestions. We will review the newly updated plan next month for final approval.
4. Staff presented the Policy Clarification Notice (PCN) 16-02 and this will be e-mailed to all PC members by Staff.
5. Staff presented the newly updated Emergency Financial Assistance Service Standard. Thomas, Chris and Roberta worked on making the necessary updates to this service standard and it was approved by the committee. VOTE

Chris Cole made a motion to approve the updated EFA Service Standard and a second motion was made by Roberta Stewart



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For: (14) Sanchez, Robertson, Ardila, Jenkins, Briggs, C. Teel, Tierney, Stewart, Kelly, Garofalo, Delgado, Muniz, Cole, Montgomery

Against: (0)

Abstain: (0)

6. Next month this committee will begin looking at the Health Insurance Premium Cost Sharing Assistance Service Standard and Chris and Roberta will help Thomas review this before the June meeting.
7. The next meeting will be held on Thursday, June 9, 2016 at the Burrough's Community Center from 12:00pm – 2:00pm.

c. MEMBERSHIP/FINANCE

Jackie Robertson gave this report:

Here is a summary of our meeting that was just held today on May 13, 2016:

1. We reviewed minutes from April 15, 2016 and they were approved by the committee.
2. We also reviewed the Planning Council Activity Timeline (PCAT). This tells us what activities the committee is responsible for completing each month. All activities are right on target.
3. The committee analyzed Planning Council membership for the Federal Reflectiveness Mandate. Roberta reviewed the different areas that are captured on this and there current percentages. Also, the Non-Conflicted HIV Status target is greater than 33% and our current percentage is 25%.
4. The Committee reviewed this year's attendance for the Planning Council and committee meetings and all members are accurately reported. There are also 2 members who have 5 absences to date and have been removed from the Planning Council. Staff will mail letters out to these individuals.
5. When a person wants to become a member of Planning Council or renew their current position on Planning Council, there is an application that needs to be filled out. Planning Council staff (Jeff or Sara) has these forms available at every meeting in English and Spanish if you should know of someone who may be interested in joining the Planning Council. The applications are also available on the Planning Council's website www.ryanwhitecare.org. We reviewed an application where attendance requirement have been met and approved that application of Gerald Lewis.

VOTE:

Jackie Robertson made a motion to approve the Planning Council Application of Gerald Lewis and since this comes from committee, does not require another motion.

For: (14) Sanchez, Robertson, Ardila, Jenkins, Briggs, C. Teel, Tierney, Stewart, Kelly, Garofalo, Delgado, Muniz, Cole, Montgomery

Against: (0)

Abstain: (0)

We also approved the Planning Council Co-Application of Roberta Stewart: VOTE:

Jackie Robertson made a motion to approve Roberta Stewart as Planning Council Co-Chair. A paper ballot was distributed to all PC members in attendance and the results are as follows:

Roberta Stewart: 12

Abstain: 2

6. We reviewed the updated PC Feedback form and the committee had more suggestions to improve this form. Staff will update this form and bring it back to this committee to review again in June.



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(7.0) Grantee's Office Report

Tom Butcher gave this report:

- A project officer call will take place on 5/18 at 4:00pm
- Site visits are currently going on: Fiscal, Quality and Program monitoring is all going on.
- There will be preliminary results in July
- Contracts are moving along very smoothly, they should all be done by end of May
- The final award has not been given yet and there will be a contract amendment once this award is given.
- They had a series of meetings last week focusing on the state of emergency of the epidemic of African American Gay Men and African American Women. They discussed a vision and strategies for ending the epidemic. This is occurring simultaneously while developing the Comprehensive Plan and this will be included in the plan. CIRA would like to participate in this process as well and define the tasks that each contributing group will be responsible for.
- Tom also discussed a campaign called 'Swallow This'. This is a campaign for 'PreP' targeted at African American Gay men.

- **New/Old Business**

(8.0) Planning Council Training

Leif Mitchell presented on Genvoya. The presentation included the focus on Viral Suppression, the fact that every 10 years there seems to be a change in HIV/AIDS medications. The next stage of the treatment process is Genvoya. 'Show your Power' – the patient taking the power back to engage with their provider. HIV Health goals, decreasing VL and increasing CD4 and T-Cell count. Now health goals are focusing on your total health with your health goals. Focus on treating the virus with little to no impact on the other areas in their body. Genvoya was approved in November 2015 by the FDA. Can be used for patients 12 years old and up. This is the 1st single pill regimen for patients with mild to moderate kidney problems. The TAF in Genvoya is 10 milligrams which is 90% less leftover drug in the blood than other medications.

(9.0) Regional Updates:

Waterbury Region: New Opportunities will no longer be a provider in the Waterbury Region for MCM and Housing. Staywell will take over their responsibilities and clients in these areas.

(10.0) Community Input

There was none

(11.0) Announcements

Roberta made a motion to extend the meeting by 10 minutes and Joanne Montgomery seconded it

For: (13) Sanchez, Robertson, Ardila, Jenkins, Briggs, C. Teel, Tierney, Stewart, Kelly, Garofalo, Delgado, Muniz, Montgomery

Against: (0)

Abstain: (0)

1. Jackie spoke about the buyout of Waterbury Hospital and the continuation of services for PLWHA and making sure there were no service interruptions. There are currently about 500 patients being seen by Waterbury Hospital from the Part C grant. There was a discussion and



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concern that the buyout by a 'for profit' organization would impact clients who are currently being served.

2. Waterbury will be holding it's annual AIDS walks on June 18th at Grace Baptist Church beginning at 10:00am, registration begins at 9:00am.

(12.0) Planning Council Feedback

We are in process of re-working the feedback mechanism.

(13.0) Parking Lot Items

There are currently no items in the parking lot.

Adjournment - The meeting adjourned at 2:03 pm

Upcoming Planning Council Meetings –

- SPA –Thursday, June 9th, 9:30am – 12:00pm
- QI –Thursday, June 9th, 12:00pm – 2:00pm
- MF – Friday, June 10th, 10:30am – 11:30am
- Executive Committee – Friday, June 10th, 9:30am – 10:30am
- Planning Council - Friday, June 10th, 12:00pm – 2:00pm

Ryan White EMA Planning Council

New Haven and Fairfield Counties



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Attendance Record – 2016

	Council Member	Jan	Feb	Mar	April	May	June	Aug	Sep	Oct	Nov
1.	Inthiany Ardila	-	-	X	X	X					
2.	Bradford Briggs	-	-	-	X	X					
3.	Chris Cole PC Co-Chair	A	A	X	X	X					
4.	Sabrina Delgado	A	X	X	A	X					
5.	Heather Garofalo	X	X	X	A	X					
6.	Heidi Jenkins Co-Chair (SPA)	X	A	X	X	X					
7.	Pat Kelly	A	X	X	A	X					
8.	Tom Kidder	X	A	A	A	A					
9.	Joanne Montgomery Co-Chair (SPA)	X	X	X	A	X					
10.	Raphael Muniz Co-Chair (MF)	A	X	A	A	X					
11.	Alex Ortiz Co-Chair (MF)	A	A	A	A	A					
12.	Johny Rivera	X	A	A	A	A					
13.	Jackie Robertson	X	X	X	X	X					
14.	Christine Romanik Co-Chair (QI)	X	A	X	X	A					
15.	Mark Sanchez	X	X	X	X	X					
16.	Roberta Stewart PC Co-Chair	X	X	X	X	X					
17.	Charlotte Teel	A	X	X	X	X					
18.	Ken Teel Co-Chair (QI)	A	X	A	X	A					
19.	Lauren Tierney	X	X	A	X	X					
20.	Dennis Torres	A	X	X	X	A					
21.	Ryan White Office	X	X	X	X	X					
22.	Planning Council Staff	X	X	X	X	X					
23.	% of Council present:	56%	67%	68%	60%	70%					

Guests: Gerald Lewis, Lynda Faye Wilson, Ronald Rouse, Kartisha Hall, Kelli McDermott, Krystle Moore, Nancy Kingwood