



New Haven / Fairfield Counties EMA Ryan White Part A Planning Council

Roberta Stewart & Christopher Cole, Co-Chairs

Executive Committee Meeting

Friday, April 13, 2018

9:30am – 10:30am

Burroughs Community Center

2470 Fairfield Ave

Bridgeport, CT

(203) 334-0293

1. Moment of Silence
2. Welcome and Introductions
3. Co-Chair Announcements
 - a. The Membership Finance Committee is in need of a new Co-Chair
4. Approval of March 9, 2018
5. Planning Council Committee Reports
 - Strategic Planning and Assessment
 - Quality Improvement
6. Ryan White Office Report
7. New/Old Business
 - Planning Council Training – A Planning Council New Member Training will be given
 - Future Planning Council Trainings
 - HRSA Site Visit Findings for Planning Council – examples of MOUs from other EMAs and review Policies and Procedures
 - Discuss meeting schedule and attendance and create survey
 - Parking Lot – There are no parking lot issues
 - Announcements
 - Adjournment

Upcoming Planning Council Meetings:

- a. SPA –Thursday, April 5th, 9:30am – 12:00pm
- b. QI – Thursday, April 5th, 12:00pm – 2:00pm
- c. Executive Committee - Friday, April 13th, 9:30am – 10:30am
- d. M/F – Friday, April 13th, 10:30am – 11:30am
- e. Planning Council – Friday, April 13th, 12:00pm – 2:00pm

All meetings are digitally recorded for the accuracy of the information presented. The actions of these recordings will fall within the policy approved by the Planning Council on June 12, 2015.