

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Heidi Jenkins & Joanne Montgomery, Co-Chairs

Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, February 6, 2014
Start Time: 10:12am
End Time: 11:59am
Location: Burrough's Community Center
Presiding Chair: Joanne Montgomery
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the January 9, 2014 meeting

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2014 PCAT for Strategic Planning & Assessment Committee

Staff Member Assignments

(1.0) Moment of Silence

Joanne Montgomery called the meeting to order at 10:12am. 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

There were none.

(4.0) Approval of January 9, 2014 Meeting Minutes

A motion to approve the **January 9, 2014** minutes was made by Ric Browne and seconded by Heidi Jenkins

For: (3) Stewart, Jenkins, Browne

Against:

Abstain: (2) Montgomery, Torres

(5.0) New Business/Old Business

a. Review the Strategic Planning and Assessment Planning Council Activity Timeline

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

b. Review Scope of Work for Next Year

The following changes were suggested to be made to tasks:

1. Review Implementation of Health Care Reform, etc. - to happen each month and become a permanent agenda item



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There was also a discussion regarding the impact of the Planning Council Survey on any of these tasks and their schedule.

c. By-Law Review and Update

1. Membership/Finance suggested that on page (5), section 4.4b the language was changed from 'Have attended at least 75% of Council and assigned committee meetings within the last 12 months' to 'Have attended at least 75% of Council and committee meetings within the last 12 months'. This was done because we do not have 'assigned committees.
2. Membership/Finance also suggested that the process for a renewal application be a separate process from the new application process. This was addressed on page (4) in section 4.2b #7 where the language was changed to read:
 - i. After the Membership/Finance Committee reviews applications, new applicants deemed eligible are then required to attend one Committee meeting (excluding Executive) and one Planning Council meeting. For renewal applications, for members in good standing this requirement will be waived.
3. Another item suggested was adding to the Planning Council agenda Regional Updates and would allow each region to keep the Planning Council current on all issues.
 - i. This was addressed on page (10) under section 5.11. This item was added as Planning Council agenda number (8)

There was a motion to approve the previous changes to the By-Laws and move to the Planning Council to final approval by Tom Kidder and Ric Browne seconded it.

For: (8) Stewart, Jenkins, Browne, Kidder, Tierney, Torres, Sharma, Leach

Against: (0)

Abstain: (1) Montgomery

(5.0) Present One New End of Year Study

- Tom presented on this study.
- This study will include the objectives, EMA facts, historical data before the ACA, Medicaid Expansion facts as of December 31, 201 and Medicaid in Connecticut. This study and its findings will be extremely important during the PSRA process. This will also be helpful when applying for a waiver if that is decided to happen.
- Tom did say he received the partial award and it was approximately 28% of the total.
- A discussion of applying for a waiver was discussed and the study should be done in March to help with this.

(6.0) Regional Lead Update Topics to be Decided

- Emerging needs, trends and funding, gaps, barriers, grants, demographics, performance measures, quality of care and EIS updates were discussed as topics that would be useful to hear about.
- It was decided that in March, we will ask the regional leads to attend and ask them for a 'year in review' – gaps, trends, barriers...etc. an overview of this.

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(6.0) Parking Lot Items

- When discussing Directives also look at how we deliver services, what does Ryan White funding provide. Financial eligibility may require Ryan White moves to a closed system where every person has a MCM to better determine client counts and eligibility or a process to make sure financial eligibility is determined within the guidelines from HRSA. – Tom Butcher asked all attendees to look at their regions and find out how they are operating with their clients, whether they require a MCM or not. Tom would like to regions to say to their providers something like “... it is expected for each client to have an MCM with documented exceptions.’ These exceptions can be documented in CAREWare and can be seen across providers. A Circle of Care document can be created in SPA that addresses this issue. – this was discussed further at today’s meeting and some regions have an MCM for all clients, some are do not. Many opinions were heard.
- What (5) Questions do we want the regional leads to answer monthly during their Regional Updates portion of the Planning Council Meeting – this was discussed and ideas were heard at this meeting.

(7.0) Announcements

- The next SPA meeting will be held on Thursday, March 6, 2014 from 10:00am – 12:00pm at the Burrough’s Community Center

(8.0) Adjournment

The meeting adjourned at 11:59am

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Strategic Planning and Assessment Committee Attendance Record – 2014

	Council Member	Jan	Feb	Mar	April	May	Jul	Aug	Sept	Oct	Nov
1.	Ric Browne	X	X								
2.	Brian Datcher	X	X								
3.	Heather Garofalo	X	A								
4.	Heidi Jenkins Co-Chair	X	X								
5.	Tom Kidder	X	X								
6.	Brian Kuerze	A	A								
7.	<i>Beverly Leach PC Co-Chair</i>	X	X								
8.	Ronald Lee	A	A								
9.	Caesar Moffett, Jr.	A	A								
10.	Joanne Montgomery Co-Chair	A	X								
11.	Alex Ortiz	A	A								
12.	Christine Romanik	A	A								
13.	Poonam Sharma	X	X								
14.	Robert Sideleau	A	A								
15.	Roberta Stewart	X	X								
16.	Lauren Tierney	X	X								
17.	Dennis Torres	X	X								
	Ryan White Office	X	X								
	Planning Council Staff	X	X								
	% of Council present:	59%	59%								

Guests: Arvil Alcea, Brian Sexton