



# New Haven / Fairfield Counties EMA

## Ryan White Part A Planning Council

*Joanne Montgomery & Lauren Gau, Co-Chairs*

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### Strategic Planning & Assessment Committee Meeting Minutes

**Meeting Date:** Thursday, January 3, 2019  
**Start Time:** 9:41 am  
**End Time:** 11:40 am  
**Location:** Burrough's Community Center  
**Presiding Chair:** Lauren Gau  
**Recorder:** Sara Seaburg

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#### Summary of Committee Business Votes

- Approval of Minutes from the November 9, 2018 meeting

#### Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws

#### Staff Member Assignments

#### (1.0) Moment of Silence

Lauren called the meeting to order at 9:41 am. 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 November 9, 2018 Meeting Minutes

Inthiany Ardila made a motion to approve the meeting minutes from November 9, 2018 and Roberta Stewart seconded it.

**For: (3)** Stewart, Ardila, Radocchia

**Against: (0)**

**Abstain: (3)** Gau, Cisneros, Lame

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

- **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.
- **Review Implementation of Health Care Reform/National HIV/AIDS Strategy and its Impact on Ryan White**  
Attendees reviewed the MCM Health Insurance Survey tool and made updates. It was determined that on March 7<sup>th</sup> during the SPA meeting there will be a training



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for all MCMs on this survey and how to collect the information requested on the survey tool.

- **Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information**

Staff presented the methodology for the Special Populations N/A and updated attendees on the process.

- **Define One New Study and Present Results**

Staff presented a new N/A focusing on the Aged population in our EMA. Details will be shared as they are set.

Roberta Stewart made a motion to accept the HIV and Aging N/A and Inthiany Ardila seconded it:

**For: (6)** Stewart, Ardila, Radocchia, Gau, Cisneros, Lame  
**Against: (0)**  
**Abstain: (0)**

- **Review By Laws and Policy & Procedure Manual**

Staff presented our current By Laws and updates were made to the committee responsibilities section. We will continue to review this next month as well. Staff was also asked to email the Policies & Procedures Manual to all PC members for their feedback.

- **Review Scope of Work for Next Year**

We reviewed the scope of work for next year and made updates and will continue to review this as well over the next 2 months.

- **Unresolved Parking Lot Items**

Parking Lot Summary

ITEM	STATUS
Update PCAT based on standardized data requests.	May – unduplicated client count by service category by region - Recipient June – expenditures by service category by region – Lakeisha
Ask for Medicaid Expenditures from DSS for GY 2018 in March	We will ask Charlotte to request this information for us in March to use for our 2020 PSRA process.
Request regional leads to prepare presentation on RW funded services and what they use these funds for within each service.	Updated 1/3: Regional Leads will be asked to attend the SPA meeting on April 4 <sup>th</sup> and share this information with the committee.

(5.0) **Announcements**  
 There were none



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**(6.0) Adjournment**

The meeting adjourned at 11:40 am

**Strategic Planning and Assessment Committee Attendance Record – 2019**

	<b>Council Member</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>
1.	Inthiany Ardila	X									
2.	Max Cisneros	X									
3.	Cassandra Cokley	A									
4.	<i>Christopher Cole PC Co-Chair</i>	A									
5.	Loreen Cuiman	A									
6.	Sabrina Delgado	A									
7.	Thomas Evans	A									
8.	Heather Garofalo	A									
9.	<b>Lauren Gau Co-Chair</b>	X									
10.	Heidi Jenkins	A									
11.	Lisa Gluz	A									
12.	Albana Lame	X									
13.	Clara Langley	A									
14.	<b>Joanne Montgomery Co-Chair</b>	A									
15.	Raphael Muniz	A									
16.	Richard Radocchia	X									
17.	Christine Romanik	A									
18.	<i>Roberta Stewart PC Co-Chair</i>	X									
19.	Charlotte Teel	A									
20.	Ryan White Office	X									
	Planning Council Staff	X									
	% of Council present:	32%									

Guests: Sara Burns, Sarah Lewis-Stoe, Tequetta Valeriano, Christina Rizk