

Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, November 7, 2019
Start Time: 9:34 am
End Time: 11:53 am
Location: Burroughs Community Center
Presiding Chair: Joanne Montgomery
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the October 3, 2019 meeting

Council Member Assignments

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

Staff Member Assignments

(1.0) Moment of Silence

Joanne called the meeting to order at 9:34 am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(1.0) Welcome and Introduction

All participants introduced themselves.

(2.0) Co-Chair Announcements

There were none

(3.0) Approval of October 3, 2019 Meeting Minutes

Albana Lame made a motion to approve the meeting minutes from October 3, 2019 and Rich Radocchia seconded it.

For: (6) Ardila, Lame, Cole, Cisneros, Teel, Radocchia,

Against: (0)

Abstain: (4) Garofalo, Montgomery, Gau, Colbert

(4.0) 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.

- **MCM Health Insurance Coverage Survey**

We reviewed the current survey questions and updates were made. There was also a lengthy discussion regarding the FPL for Ryan White Services based on an e-mail received requesting an increase in the FPL. It was decided that staff will develop a letter from the Planning Council addressing this issue:

Chris Cole made a motion to have staff develop a letter addressing the FPL for Ryan White Services and Albana Lame seconded it:

For: (8) Ardila, Lame, Cole, Teel, Radocchia, Garofalo, Gau, Colbert

Against: (0)

Abstain: (2) Montgomery, Cisneros

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

Attendees reviewed the 3 survey tools for the EMA N/A. It was decided that we'll begin the 'in care' and 'newly diagnosed' survey on November 18th and the 'out of care' will begin in January and this survey will be updated again.

Chris Cole made a motion to accept the 2 survey tools for 'in care' and 'newly diagnosed' needs assessment and Albana Lame seconded it:

For: (9) Ardila, Lame, Cole, Cisneros, Teel, Radocchia, Garofalo, Gau, Colbert

Against: (0)

Abstain: (1) Montgomery

- **Determine FY2020 Directives to Ryan White Office**

Staff presented the updated directives for 2020 from last month. More changes were made. Rich Radocchia made a motion to approve the updated 2020 Directives and Inthiany Ardila seconded it:

For: (9) Ardila, Lame, Cole, Cisneros, Teel, Radocchia, Garofalo, Gau, Colbert

Against: (0)

Abstain: (1) Montgomery

- **Unresolved Parking Lot Items**

Parking Lot Summary

ITEM	STATUS
Procedures discussed to ensure Ryan White is the payer of last resort.	5/2: This was addressed today during the presentation of the MCM Health Insurance Survey results. It was decided that moving forward, CIPA will be mandated for all clients who are on the ACA. This requirement will then be included in the updates to service category definitions and services standards for the MCM or HIPCSA services, TBD. This will remain open until that time. 11/7: This item is now closed since it has been discussed in the updating of the service standards and includes documentation of refusal from client.
Intensive Case Management: For GY2020, what does this service category look like since we are not funding EIS and moving to this?	New

(5.0) Announcements

There were none

(6.0) Adjournment

The meeting adjourned at 11:53am

Strategic Planning and Assessment Committee Attendance Record – 2019

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	X	X	X	-	X	X	X
2.	Max Cisneros	X	A	X	X	X	A	-	X	X	X
3.	Cassandra Cokley	A	A	A	A	A	A	-	A	A	A
4.	<i>Christopher Cole PC Co-Chair</i>	A	X	A	X	X	X	-	X	X	X
5.	David Colbert	-	-	-	-	X	X	-	X	A	X
6.	Loreen Cuiman	A	A	A	A	A	A	-	A	A	A
7.	Sabrina Delgado	A	A	A	X	X	A	-	A	A	A
8.	Heather Garofalo	A	X	X	X	A	A	-	A	A	X
9.	Lauren Gau Co-Chair	X	X	X	X	X	X	-	A	A	X
10.	Heidi Jenkins	A	A	A	A	A	A	-	A	A	A
11.	Lisa Gluz	A	A	A	A	A	A	-	A	A	A
12.	Albana Lame	X	X	X	X	X	X	-	X	X	X
13.	Joanne Montgomery Co-Chair	A	X	X	A	X	X	-	X	X	X
14.	Daniel Pettit	-	-	-	-	-	-	-	A	A	A
15.	Richard Radocchia	X	X	A	X	A	X	-	A	X	X
16.	Christine Romanik	A	A	A	A	A	A	-	A	A	A
17.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	-	X	X	A
18.	Aaron Stuart	-	-	-	-	A	A	-	A	A	A
19.	Charlotte Teel	A	X	X	X	X	X	-	A	X	X
20.	Donald Winfrey	-	-	-	-	A	A	-	A	A	A
	Ryan White Office	X	X	X	X	X	X	-	X	X	X
	Planning Council Staff	X	X	X	X	X	X	-	X	X	X
	% of Council present:	32%	47%	42%	53%	45%	45%	-	33%	38%	50%

Guests: Sara Burns, Nancy Kingwood, Tequetta Valeriano, Christina Rizk, Deserray Green