

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Tom Kidder and Leif Mitchell, Co-Chairs

## Executive Committee Meeting Summary

**Meeting Date:** Thursday, April 8, 2010  
**Start Time:** 12:12 p.m.  
**End Time:** 1:08 p.m.  
**Location:** Burroughs Community Center, Bridgeport, CT  
**Presiding Chair:** Leif Mitchell  
**Recorder:** Jeananne Cappetta

### Summary of Committee Business Votes

- Minutes of March 11, 2010 Executive Committee meeting

### Council Member Assignments

### Staff Member Assignments

- Create distribution of Part A award process for Planning Council.

### Attendance Record - 2010

Committee Members	1/7	3/11	4/8	5/13	6/10	7/8	8/12	9/9	10/14	11/18	12/9
Leif Mitchell* (Co-Chair)	X	X	X								
Ric Browne (QI)	X	X	X								
Charlotte Burch (QI)	X	X	X								
Adaline DeMarrais (M/F)	X	X	X								
Thomas Kidder* (Co-Chair)	X		X								
Joanne Montgomery (SPA)	X	X	X								
Robert Sideleau (M/F)	X	X	X								
Roberta Stewart (SPA)	X	X									
<b>Other Attendees</b>											
Ryan White Office	X	X	X								
Planning Council Staff	X	X	X								
Other Participants											

### (1.0) Moment of Silence

Leif Mitchell called the meeting to order at 12:12 p.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS, in particular former Planning Council member Ed Leduc. Today is also the 20th anniversary of Ryan White's death.

### Welcome And Introduction

All present agreed to have known each other.

### (3.0) Co-Chair Announcements

The request for technical assistance regarding MAI has been rejected by HRSA. At this time the HIV/AIDS Bureau (HAB) at HRSA is reviewing this same topic and is looking to develop policy to assist grantees. The EMA was advised to by the HRSA Project Officer speak with the Hartford TGA regarding how they work with this population.

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## (4.0) Approval of March 11, 2010 Meeting Summary

Robert Sideleau moved that the minutes of the March 11<sup>th</sup> Executive Committee meeting be approved. Ric Browne seconded the motion.

**For:** Mitchell, Burch, DeMarrais, Montgomery, Browne, Sideleau

**Against:** None

**Abstain:** Kidder

Discussion: Robert Sideleau indicated that on page three “incurred” should read “occurred”.

## (5.0) Planning Council Committee Reports

### a. Membership/Finance

- Reviewed the committee’s Planning Council Activity Timeline (PCAT)
  - The committee is on target based on the activities listed in the PCAT
- Reviewed the Planning Council “reflectivness grid”
  - The Council is still seeking Male, Hispanic, non-conflicted Persons Living with HIV/AIDS (PLWHA)
  - Non-conflicted means individuals who don’t work for a PART A Funded agency
- Discussion on the Council’s Recruitment and Retention initiatives
  - Committee reviewed Nassau/Suffolk EMA’s Resource Guide
  - Committee reviewed Phoenix EMA’s Care Planner
  - Committee moved forward with planning the first of four community forums in June in the Stamford/Norwalk region
- Committee reviewed two membership applications

### b. STRATEGIC PLANNING & ASSESSMENT

- Reviewed PC feedback summary for March
  - Everyone liked the training component
  - People were excited about the turnout
- Reviewed the Committee’s Planning Council Activity Timeline (PCAT)
  - SPA is on target with committee activities per the PCAT
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- Reviewed Full Population Chart data for Fiscal Year 2010 Minority AIDS Initiative (MAI) funding
  - RATIONALE: Explore the possibility of utilizing grant year 2010 Minority AIDS Initiative funding to create/identify a program that links unaware PLWHA to appropriate medical care. Based on the EMA’s Unaware Estimate as provided by DPH, communities of color are disproportionately represented.
- Reviewed the Council’s Unaware Persons Living with HIV and AIDS Strategies
  - BACKGROUND: On December 16th, 2009, the Health Resources Services Administration (HRSA) released the following additional guidance to Part A Grantees: Part A Planning Councils (PCs) are still required to determine the size and demographics of the estimated population who is aware and out of care. Effective September 30, 2009, under section 2604(b)(4) of the PHS Act, as amended by the Ryan White HIV/AIDS

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Extension Act of 2009, Public Law 111-87, PCs are now required to determine the size and demographics of the estimated population of individuals who are unaware of their HIV status. In addition, the PCs must develop a strategy for identifying those with HIV/AIDS who do not know their status, make them aware of their status, and refer them into care. In addition, one-third of the total score for the objective review of the supplemental portion of your fiscal year (FY) 2010 Grant Application will be calculated based on the following factors: 1) the number of individuals who were tested for HIV/AIDS; 2) of those who were tested, the number who were made aware of their status, including the number who tested HIV positive; and, 3) of those described in clause 2, the number who were referred to appropriate treatment and care.

- Reviewed the 2010 Priority Setting and Resource Allocation process (PSRA) in preparation for the 2011 PSRA process

## **c. QUALITY IMPROVEMENT**

There has been no meeting. The next meeting to occur May 7 from 9-11 am at the Greek Olive in New Haven.

### **(6.0) Grantees' Report**

Tom Butcher announced that the complete Funding Year 2010-11 Part A award has now been received. The EMA received a total award of \$7,227,221, which includes Part A formula, supplemental and MAI. For FY10 the Stop-Loss dollars that were received the last two funding years was not available to Part A jurisdictions. Discussion took place regarding the impact on this amount and how it compared to other EMAs and TGAs. The decision was made to create a chart describing the dollars received and how they compare to FY2009 for Planning Council. In an effort to have more of the dollars allocated to direct services, the Planning Council, Grantee and Quality Management budgets were re-reviewed and identified some projects that can either be delayed until later in the year or put off for this Funding Year. These dollars will then be put towards services.

Tom also announced that funding award letters will be sent to providers next week. Also scheduled on April 20 at the Greek Olive is a contractors meeting with providers to share information from the Ryan White Part A office.

### **(7.0) New/Old Business**

#### **a. Review of PCAT**

PCAT was reviewed and committee is on target

#### **b. Review of Planning Council Agenda**

Committee reviewed agenda and approved.

#### **c. Planning Council Training review and discussion**

Discussion took place regarding what topics would be appropriate for the next Planning Council meeting. It was decided that since the award has now been received to do a presentation on the distribution of the Part A award. Other topic discussed for the next meeting was: Health Care Reform and HIV/AIDS.

### **(8.0) Planning Council Committee meetings**

- Membership/Finance: Thursday, May 6 from noon-2 p.m. (New Haven)
- Strategic Planning & Assessment: Thursday, May 6 from 2-4 p.m. (New Haven)
- QI: Friday, May 7 from 9am- 11 am. (New Haven)
- Executive Committee: Thursday, May 13 from noon-2 p.m. (New Haven)

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- Planning Council: Friday, May 14 from noon– 2 p.m. (Bridgeport)

## **(9.0) Announcements**

- AIDS walk New Haven is scheduled for this Sunday.
- April 30- NEAT conference regarding MAI funding/services in Springfield, MA.

## **(10.0) Adjournment**

The meeting adjourned at 1:08 p.m.