

**Membership /Finance Committee
Meeting Summary – DRAFT
Fast Fact Page**

Meeting Date: Thursday, January 8, 2009 scheduled from Noon to 2 p.m.
 Start Time: Noon
 End Time: 12:30 p.m.
 Location: Optimus Health Care, Bridgeport
 Presiding Chair: Robert Sideleau, (Ken Teel absent)
 Recorder: Carol Ardolino, Planning Council Staff

SUMMARY OF COMMITTEE BUSINESS VOTES

- No quorum
- No votes

COUNCIL MEMBER ASSIGNMENTS

STAFF MEMBER ASSIGNMENTS

- Prepare meeting minutes for 01/08/2009

ATTENDANCE RECORD - 2008

	Committee Members	01/31	2/28	3/27	4/24	5/1	6/5	7/3	8/7	9/4	10/10	11/6	1/08
1.	CARLOS BARBIER	•	•		•	•				•			
2.	ADALINE DEMARRAIS	•	•	•	•		•	•				•	
3.	JOSE GARCIA	•	•	•	•	•	•			•	•		
4.	AWILDA GONZALEZ	•		•		•	•	•		•	•		
5.	JEROME HARRIS						•	•	•	•		•	
6.	AFRICKA HINDS-AYALA											•	
7.	TOM KIDDER	•	•		•	•	•	•	•	•	•	•	•
8.	ROBERT SIDELEAU	•	•	•	•	•	•	•	•	•	•	•	•
9.	ROBERTA STEWART	•	•		•	•	•	•	•	•	•	•	•
10.	MR. KEN TEEL*	•	•	•	•			•	•	•	•	•	
	Other Attendees												
11.	THOMAS BUTCHER (RYAN WHITE OFFICE)	•	•	•	•	•	•	•	•	•	•	•	•
12.	JEFF DANIEL (PC STAFF)	•	•	•	•	•	•	•	•	•	•	•	•
13.	PC Members & Public Participants	Charlotte Burch (PC), Jenifer Loschiavo (PC), Brian Datcher, Ric Browne, Christine Romanek (State Department of Health), David Nelson, Gail Glenn (Ryan White Office)											

(1.0) MOMENT OF SILENCE

Robert Sideleau began the Committee meeting at 12 noon due to the absence of Co-Chair Ken Teel. A moment of silence was held in recognition of all who have been affected by HIV/AIDS.

(2.0) WELCOME AND INTRODUCTIONS

Robert announced that Ken was ill and unable to attend. He stressed how important it is to have a second co-chair because this will be considered a “non-meeting” because it is not being chaired by a Membership/Finance Committee Chairman. Robert reminded attendees that this is a public meeting and open to the press. Participants are asked to use good judgment disclosing any personal information during introductions.

(3.0) CO-CHAIR ANNOUNCEMENTS

Robert said that there will be no votes and no decisions because this is a “non-meeting”.

(4.0) APPROVAL OF DECEMBER 4TH, 2008 MEETING SUMMARY

THE NOTES OF THE MEETING ON DECEMBER 4TH WERE REVIEWED.

(5.0) NEW /OLD BUSINESS

a. DISCUSSION REGARDING ORIENTATION AND TRAINING FOR PLANNING COUNCIL MEMBERS

Jeff suggested that the orientation be ready for the March meeting. At that time the by-laws will be completed. Jeff stated that he and Tom Butcher will build on the current PowerPoint presentation. The modifications to the presentation will be based on the new grant allocations as well as the new by-laws that are being developed from SPA.

b. REVIEW OF MEMBERSHIP APPLICATIONS

The review of membership applications will be moved to Executive Committee due to lack of quorum.

c.

(6.0) GRANTEE REPORT

Tom Butcher and Gail Glenn presented the FY 08 expenditure report for period end 11/30/08. It was presented by service categories, with all agencies reporting. Tom explained that he felt it was good that to the end of the third quarter 71% of grant funds have been expended. He stated that he and Gail have had conversations with individual providers to anticipate final expenditures and need. He explained that they have discretion to move funds within 10% of service categories and they are working on the goal to utilize all of the funding. He stressed that they need to stay within our Formula Funds, and they will work hard to utilize all of the funds in the TGA. He explained that we have to ID the amount to transfer as well as where the funds come from.

Roberta Stewart thanked the Ryan White Office for the work that they do. Charlotte Burch noted a correction to the funding period at the top of the report to be YTD and not just the 3rd Quarter.

Tom explained that the report was by service category, that some agencies may be totally out of money. He explained that both Regions 1 and 2 are fine with their spending, but that Regions 3, 4, and 5 have done well in spending at 75%. A discussion on Medical

Nutritional Supplements ensued. Bob explained that it must be GNP practice, and they must be prescribed.

(7.0) ANNOUNCEMENTS

- Roberta Stewart said “GO GATORS’

(8.0) ADJOURNMENT

The non-meeting adjourned at 12:30 p.m.

VOTING RECORD

	Committee Members	10/10/2008 Minutes	Motion to go into Executive Session	Motion to go out of Executive Session	Motion to Forward PC Application	Motion to Adjourn
1.	CARLOS BARBIER	NP	NP	NP	NP	NP
2.	ADALINE DEMARRAIS	NP	NP	NP	NP	NP
3.	JOSE GARCIA	NP	NP	NP	NP	NP
4.	AWILDA GONZALEZ	NP	NP	NP	NP	NP
5.	JEROME HARRIS	Y	Y	Y	Y	Y
6.	AFRICKA HINDS-AYALA	Y	Y	Y	Y	Y
7.	TOM KIDDER	NP	NP	NP	NP	NP
8.	ROBERT SIDELEAU	Y	Y	Y	Y	Y
9.	ROBERTA STEWART	Y	Y	Y	Y	Y
10.	KEN TEEL*	AB	AB	AB	AB	AB
11.	JOSE AQUINO	Y	Y	Y	Y	Y
12.	JEROD GETER	Y	Y	Y	Y	Y
13.	LEIF MITCHELL	Y	Y	Y	Y	Y
14.	JENNIFER LOSCHIAVO	Y	Y	Y	Y	Y
15.	CHARLOTTE BURCH	Y	Y	Y	Y	Y

Y = yes; O = opposed; AB = abstention; NP = not present at time of vote; NV = no vote.