



Ryan White Planning Council

New Haven & Fairfield Counties

Jerod Geter, Co-Chair

Membership /Finance Committee

Meeting Summary

Meeting Date: Thursday, April 2nd, 2009
 Start Time: 12:08
 End Time: 1:50 p.m.
 Location: The Greek Olive, New Haven
 Presiding Chair: Ken Teel
 Recorder: Jeff Daniel, Planning Council Staff

SUMMARY OF COMMITTEE BUSINESS VOTES

- Minutes from 3/5
- Motion to hold meetings in the evenings

COUNCIL MEMBER ASSIGNMENTS

- Recruitment Strategies as discussed

STAFF MEMBER ASSIGNMENTS

- Update Co-Chair Nomination Form
- Communicate with eligible Co-Chair Candidates
- Post Planning Council Recruitment Flyer to www.ryanwhitecare.org
- Speak with Planning Council applicant regarding attendance requirements

ATTENDANCE RECORD - 2009

	Committee Members	1/8	2/8	3/5	4/2	5/7	6/4	7/9	8/6	9/3			
1.	ADALINE DEMARRAIS				●								
2.	JOSE GARCIA												
3.	JEROD GETER* (CO-CHAIR)				●								
4.	JEROME HARRIS		●	●									
5.	AFRICKA HINDS-AYALA												
6.	TOM KIDDER	●	●	●	●								
7.	ROBERT SIDELEAU	●	●	●	●								
8.	ROBERTA STEWART	●	●	●									
9.	MR. KEN TEEL* (CO-CHAIR)	●	●	●	●								
Other Attendees													
	RYAN WHITE OFFICE	●	●		●								
	PC STAFF	●	●	●	●								
	Other Participants	Charlotte Burch (PC)											



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(1.0) **MOMENT OF SILENCE**

Ken Teel called the meeting to order at 12:08 p.m. A moment of silence was held in recognition of all who have been affected by HIV/AIDS.

(2.0) **WELCOME AND INTRODUCTIONS**

Ken asked participants to introduce themselves and reminded attendees that the meeting is public and open to the press. Participants are asked to use good judgment disclosing any personal information during introductions.

(3.0) **CO-CHAIR ANNOUNCEMENTS**

Ken reviewed the agenda with participants and highlighted five items for discussion: 1) approval of 03/05 minutes 2) discussion of membership recruitment and retention strategies 3) Review of Planning Council Co-Chair election process 4) Revise Council Co-Chair nomination form and 5) Review of Membership Applications (if applicable)

(4.0) **APPROVAL OF MARCH 5TH, 2009 MEETING SUMMARY**

MOTION TO APPROVE MINUTES: 1ST: ROBERT SIDELEAU; 2ND: ADALINE DEMARRAIS

FOR: KIDDER, SIDELEAU

AGAINST: NONE

ABSTENTIONS: DEMARRAIS, TEEL, BURCH, GETER

(5.0) **NEW /OLD BUSINESS**

A. MEMBERSHIP RECRUITMENT AND RETENTION

- Ken Teel announced that this will be his last committee meeting due to his term expiring. He said the Council has been a great opportunity and a great service
- Staff presented the current Planning Council Reflectiveness grid and noted the need for Hispanic Consumers, non-conflicted (in Waterbury and Bridgeport)
- The committee discussed Recruitment strategies:
 - Distribute PC flyers to each of the local planning consortia
 - Outreach to each of the Continua (lead agencies)



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- Outreach to Case Managers
- Ken Teel discussed the strategies developed during last month's M/F meeting. Adaline and Jerod said they would cover Region II. Tom Kidder said he would cover Region I. Tom Butcher said he would take flyers and brochures to Region II since he had a meeting there.
- The committee discussed moving all PC and committee meetings to the evening to increase involvement in the Council.
- MOTION: The Membership/Finance committee moves that the Council Committee meetings (M/F & SPA) be moved to the 1st Thursday of each month from 4-7:30 p.m. QI stay the same time (2nd Friday of each month from noon to 2 p.m.) and that the Executive Committee and Council meeting be move to the 2nd Thursday of each month from 4 p.m. to 7:30 p.m.
 - 1st-Bob Sideleau 2nd- Tom Kidder

FOR: KIDDER, SIDELEAU, BURCH, GETER, DEMARRAIS,

AGAINST: NONE

ABSTENTIONS: TEEL

B. REVIEW OF PLANNING COUNCIL CO-CHAIR ELECTION PROCESS AND REVISION OF THE COUNCIL CO-CHAIR NOMINATION FORM

- The committee reviewed the Council By-Laws as it pertains to the election of a Council Co-Chair. Additionally, the committee updated the Council Co-Chair Nomination Form and charged staff with making the committee's updates.

C. REVIEW OF MEMBERSHIP APPLICATIONS

None.

D. GRANTEE REPORT

- Tom Butcher stated the Ryan White Office did not have a financial report to share with the committee due to a staffing issue within the Ryan White office. Tom said this is the first time that his office has not had a report and apologized to the committee.

E. ANNOUNCEMENTS

- None

F. ADJOURNMENT

The meeting was adjourned at 1:50 p.m.