



Ryan White Planning Council

New Haven & Fairfield Counties
Robert Sideleau & Thomas Kidder, Co-Chairs

Planning Council Meeting Summary FAST FACT PAGE

Meeting Date: Friday, March 14, 2008 from 12:00 noon to 2:00 pm
Start Time 12:10 pm
End Time: 2:00 pm
Location: The Greek Olive in New Haven, CT
Presiding Chair: Robert Sideleau
Recorder: Tracy Kulik for Planning Council Staff

Summary of Council Business Votes

- Approval of February 8, 2008 minutes
- New Planning Council Membership – two (2) members
- Approval of Membership/Finance re-allocations based on FY 2008 Notice of Grant Award to Ryan White Office
- Approval of Revised By-laws

Council Member Assignments

- Attend and participate in Committee meetings to contribute to the completion of mandated Council business.
- Encourage members of the public to attend the Council meeting and all Committee meetings.

Staff Assignments

- Prepare February meeting summary.
- Prepare for Co-Chair and Ryan White Office discussion, FY 2008 Scope of Work, related Calendar and Agendas for three (3) working committees, Executive Committee and Planning Council.



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Welcome, Moment of Silence, and Introductions

Co-Chair Robert Sideleau called the meeting to order at 12:01 pm. Robert Sideleau explained that the Council meeting is open to the public; members of the media or press may attend the meeting and noted that any disclosure of personal information – including HIV status – is voluntary. Robert Sideleau asked meeting participants to use good judgment when choosing to share personal information. Robert Sideleau led the group in a moment of silence to remember and respect all individuals whose lives have been touched by HIV/AIDS.

Co-Chair Announcements

Robert Sideleau made the following Co-Chair announcements:

- Members will note a new room arrangement, designed to invite public and member participation, with clearly marked areas for Planning Council members (at the table) and for members of the public.
- Robert Sideleau delivered a speech reminding the Committee Co-Chairs in particular to be prepared in advance of the meeting—information must be summarized, with knowledge of meeting content and probable motions. In addition, means to incorporate the public should occur, with introduction this meeting, based on public and planning council feedback forms, of a ‘parking lot’ for outstanding issues and referral to regional representatives or content experts of issues that are either individual in nature or that require more extensive discussion outside the meeting. The Planning Council is first and foremost a business meeting to transact the activity of the Planning Council on behalf of consumers—it is the official ‘voice of the consumer’ and, as such, must ensure that complex and time-limited business occurs. Robert Sideleau closed by asking everyone to ‘bring their game’ to the meeting.

Public Comment

Robert Sideleau explained that public comment period is set aside to hear the perspectives and opinions of people who are not Council members. Robert Sideleau invited members of the public to share comments with the Council.

Approval of Meeting Summary

Members reviewed the Friday, February 8, 2008 meeting minutes for accuracy. Council members were reminded that they should abstain from voting on the minutes if they were not present during the meeting.

- Sara Nichols motioned to approve the minutes.
 - Javier Velez seconded the motion.
 - **The Council approved the minutes 14-0** with three abstentions. *(Please see attached voting sheet detail for all Planning Council votes)*

Quality Improvement Committee

Ric Browne reported for the Quality Improvement (QI) Committee:

- There was no February meeting of this committee. Outstanding business relates to presentation of the findings of the Primary Medical Care pod and updating of the Quality Management Plan
- Next meeting is scheduled for Friday, March 28th, 2008 at Hill Health Center from 12 noon -2 p.m.

Membership / Finance Committee

The primary business, resulting in the need for a motion, of Membership/Finance Committee from their February 28th meeting is approval of the re-allocation of funds based on received funds following Notice of Grant Award. In addition, two new members are being considered for approval to the Planning Council.

Ken Teel reported for the Membership & Finance Committee:

- The Membership Committee received two applications for New Membership.
- The first applicant is Dennis Torres, affiliated with Health Care Connections in Stamford, CT



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- Joanne Montgomery spoke on behalf of Dennis, stating that he is an 'awesome asset' with experience as a Past Co-Chair of the Planning Council. Ric Browne offered his knowledge of Dennis over twelve years and highly endorsed his involvement in the Planning Council.
 - **The vote for Dennis Torres** to be approved and move forward to the Mayor was approved 17 Yes, with 1 Abstention. *(Please see attached voting sheet detail for all Planning Council votes)*

The second member considered by the Planning Council was Ariel Berrios. Joanne stated that Ariel is a great consumer advocate and would represent the community well. A motion was made by Joanne Montgomery and seconded by Brian Datcher to approve Ariel Berrios as a new member.

- **The vote for Ariel Berrios** to be approved and move forward to the Mayor was approved 17 Yes, with 1 Abstention. *(Please see attached voting sheet detail for all Planning Council votes)*
- **Approval of re-allocation of funds** given the notice of grant award was presented by Ken Teel, with the decision to have the Ryan White Office review the spreadsheet. A motion was made by Robert Sideleau and seconded by Joanne Montgomery to approve the re-allocation of funds as presented. A reminder was given that this issue was extensively discussed in the February 8th meeting, with approval occurring at this session. The motion passed with 15 yes votes and 3 abstentions. *(Please see attached voting sheet detail for all Planning Council votes)*
- The next meeting of the Membership/Finance Committee is scheduled for Thursday, March 27th, 2008 at Optimus Healthcare in Bridgeport, CT.

Strategic Planning and Assessment Committee

Robert Sideleau presented for the SPA Committee explaining that Leif Mitchell was on vacation and Roberta Stewart was ill.:

- The major business of the SPA committee involves approval of the revised By-laws. Revisions are largely cosmetic, with copies given to Planning Council members and the public at the February Planning Council meeting. In addition, copies were available prior to this meeting.
- Ken Teel moved, with second by Awilda Gonzalez, that the **revised By-laws be approved**. No discussion occurred, and the By-laws passed with 16 yes votes and 2 abstentions. *(Please see attached voting sheet detail for all Planning Council votes)*
- The next committee meeting is scheduled for Wednesday, March 26th, at Optimus Health Care. The agenda includes review of the FY 2008 Priority Setting and Resource Allocation process with conversion to a population-based approach from one centered on service categories.

Ryan White Office Report (Grantee's Office)

Tom Butcher reported on behalf of Ryan White Office:

- The Minority AIDS Initiative (MAI) continuation grant application was submitted on March 16th.
- Work is underway to conclude on FY 2008 Scope of Work for the Planning Council Support and Quality Improvement efforts.
 - A meeting was held with the Planning Council Co-Chairs to finalize the FY 2008 Scope of Work specific to the Planning Councils.
- The Planning Council website is under construction, with plans to finalize this communication channel prior to the next (April 11th) Planning Council meeting.

Old / New Business

Robert Sideleau updated members about the decision to move to single day committee meeting for the 2008 Council Meeting Schedule. It was decided to postpone conversion to this schedule until the May meeting to allow members time to adjust, and ensure that organization for this intense process occurs.



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Public Comment

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- Lynda Faye Wilson (guest) indicated that she agrees with the comments made at the opening of the meeting by Robert Sideleau.
- Alex Garbera stated that information shared about the re-allocation of grant award was helpful and stressed the importance of consumer and public involvement in a population-based priority setting process.

Announcements

- **Next Meetings:**
 - Monday, April 7: Executive Committee at VNA, Noon – 2pm.
 - Friday, April 11: Planning Council at Chase Wellness, Noon – 2pm.
- Joanne Montgomery stated that the 20 inpatient substance abuse rehabilitation beds funded by DMHAS (Department of Mental Health and Addiction Services) commissioned through Regional Network Programming for co-occurring disorders (mental illness and substance abuse) will open in early April.
- MFAP's Gay Bingo will be held February 1st at St. Paul's Church on the Green in Norwalk.

Adjournment

Robert Sideleau thanked Council members for their work and adjourned the meeting at 2:00 pm.



Planning Council Meeting Attendance Record¹

	Council Member	1/11	2/8	3/7	4/11	5/9	6/6	7/11	8/8	9/12	10/10	11/7	12/5
1.	Jose Aquino		•	•									
2.	Carlos Barbier	•	•	•									
3.	Henry Bethea	•	•	•									
4.	Ric Browne	•	•	•									
5.	Charlotte Burch	•	•	•									
6.	Anthony Crafter												
7.	Brian Datcher	•		•									
8.	Adaline DeMarrais	•	•	•									
9.	Awilda Gonzalez	•	•	•									
10.	Jerome Harris	•	•	•									
11.	Africka Hinds-Ayala		•	•									
12.	Jerod Geter	•	•	•									
13.	Thomas Kidder	•	•	•									
14.	Leif Mitchell	•	•										
15.	Joanne Montgomery	•	•	•									
16.	Sara Nichols		•	•									
17.	James Pitts												
18.	Christine Romanik	•	•	•									
19.	Robert Sideleau	•	•	•									
20.	Roberta Stewart	•	•										
21.	Ken Teel	•	•	•									
22.	Javier Velez	•	•	•									
23.	Angie Young	•	•	•									
	Ryan White Office	•	•	•									
	Planning Council Staff	•	•	•									
	Bill Quinn	•											
	Matthew Lopes	•											
	% of Council present:	86%	87%	83%									

¹ Note: Council Members must not miss more than four Council meetings per year regardless of reason.



Planning Council Meeting Voting Record

	Council Member	2/8/08 Meeting Minutes Approval	New Member Approval	New Member Approval	Re-Allocation of Grant Award	Approval of Revised By-laws
#1		SN	JM	JM	RS	KT
#2		JV	RB	BD	JM	AG
1.	Jose Aquino	Y	Y	Y	Y	Y
2.	Carlos Barbier	Y	Y	Y	Y	Y
3.	Henry Bethea	Y	Y	Y	Y	Y
4.	Ric Browne	Y	Y	Y	Y	Y
5.	Charlotte Burch	Y	Y	Y	Y	Y
6.	Anthony Crafter	NP	NP	NP	NP	NP
7.	Brian Datcher	Y	Y	Y	AB	Y
8.	Adaline DeMarrais	Y	Y	Y	Y	Y
9.	Awilda Gonzalez	Y	Y	Y	Y	Y
10.	Jerome Harris	Y	Y	Y	Y	Y
11.	Africka Hinds-Ayala	Y	Y	Y	Y	Y
12.	Jerod Geter	Y	Y	Y	Y	Y
13.	Thomas Kidder	AB	Y	Y	Y	AB
14.	Leif Mitchell	NP	NP	NP	NP	NP
15.	Joanne Montgomery	Y	Y	Y	AB	Y
16.	Sara Nichols	NP	Y	Y	Y	Y
17.	James Pitts	NP	NP	NP	NP	NP
18.	Christine Romanik	Y	Y	Y	Y	Y
19.	Robert Sideleau	AB	AB	AB	AB	AB
20.	Roberta Stewart	NP	NP	NP	NP	NP
21.	Ken Teel	Y	Y	Y	Y	Y
22.	Javier Velez	Y	Y	Y	Y	Y
23.	Angie Young	AB	Y	Y	Y	Y
		14Y,3A,6NP	17Y,1A,5NP	17Y,1A,5NP	15Y,3A,5NP	16Y,2A,5NP

Y= YES N=NO AB=ABSTENTION NP=NOT PRESENT