



**Ryan White Planning Council**  
 New Haven & Fairfield Counties  
 Leif Mitchell & Roberta Stewart, Co-Chairs

**Strategic Planning & Assessment Committee Meeting Summary**  
**FAST FACT PAGE**

**Meeting Date:** March 26, 2008  
**Start Time:** 12:10 PM  
**End Time:** 2:00 PM  
**Location:** Optimus Health Care, Bridgeport, Connecticut  
**Recorder:** Tracy Kulik

**Attendance Record**

Date of Meeting	1/15	2/19	3/26	4/15	4/24	4/29	5/	6/	7/	8/	9/	10/	11/	12/	1/	2/
<b>Council Members</b>																
Jose Aquino																
Carlos Barbier																
Henry Bethea																
Charlotte Burch																
Ric Browne																
Anthony Crafter																
Brian Datcher	○		○													
Jerod Geter	○															
Awilda Gonzalez																
Jerome Harris																
Afrika Hinds-Ayala																
Thomas Kidder	○		○													
Leif Mitchell	○	○	○													
Joanne Montgomery																
Sara Nichols																
James Pitts																
Christine Romanik																
Bob Sideleau	○	○	○													
Roberta Stewart	○	○	○													
Ken Teel																
Javier Velez	○	○	○													
<b>Other Participants</b>																
Ryan White Office	○	○	○													
Collaborative Research	○	○	○													
Nick Boshnack (APNH)																
Dennis Torres	○	○														
Rev. Alex Garbera																
Caralee Parruta (Liberation)																
Frances Pullen (AIN)																
Stacie Rivera	○															



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### **Welcome and Moment of Silence**

Roberta Stewart, Co-Chair of the Committee, called the meeting to order at 12:10 PM and welcomed members of the committee and the public. Ms. Stewart asked that the participants silence their cell phones for the duration of the meeting and led the group in a moment of silence to remember and respect all individuals whose lives have been touched by HIV/AIDS. Ms. Stewart reminded the attending members that all meetings are open to the public and advised that care should be used when sharing any personal or private information. Leif Mitchell and Roberta Stewart determined that the quota for quorum had been met and that the Committee could proceed with business as outlined on the agenda.

Prior to the start of the meeting, Tom Kidder informed the SPA Committee that a clinical advocate for PLWHA passed away last week. Dr. Ray Wong died after suffering for years from a chronic illness. A moment of silence was offered in his honor

### **Approval of Meeting Summary**

The Committee reviewed minutes from the February 19, 2008 meeting. No changes were recommended.

- A motion was made by Tom Kidder to approve the minutes. The motion was seconded by Javier Velez. There was no discussion by the membership and the vote was called to question. Minutes were approved as written: 4 approved; 0 opposed; 1 abstention (Roberta Stewart).

### **New/Old Business**

#### *a. Review of Planning Council Survey Feedback Forms from February 2008 meeting:*

Copies of the feedback summary were distributed to those attending. Members took a few minutes to review the feedback that was received. Discussion was held as follows:

- ❖ Tracy Kulik apologized about the lack of awareness of the need for feedback forms. She will distribute them to the SPA Co-Chairs tonight (3/26/08) and have the March and April feedback forms (ongoing cumulative spreadsheet) of Planning Council feedback forms available for the April 15<sup>th</sup> meeting.

#### *b. New/Other Business*

- ❖ OLD BUSINESS (from February 19<sup>th</sup> meeting):
  - A request was made that Ms. Stewart send out last year's planning and allocation process and 'parking lot' item to the members of the SPA Committee. These items are attached to the April 15<sup>th</sup> agenda.
- ❖ NEW BUSINESS:
  - Roberta Stewart presented an overview of the population-based priority setting and resource allocation process including the proposed schedule, agenda items for the three (3) meetings to be held in April focused on population-based priority setting, and the role of professional staff in support of this critical process. She also stated that unlike prior years, the SPA Co-Chairs are firm that the process be inclusive, but that discussion and decisions will not 're-set' upon delayed arrival to the process.



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### Overview of Proposed Process:

*March 26<sup>th</sup>* meeting: Revisit the FY 2007 (and prior) Priority Setting processes in which Service Categories were the rate-defining factor—not populations. This process results in a provider driven decision, in which providers can, and have, elect not to propose for services considered priority by the SPA committee, Planning Council and Consumers. Conversion to a consumer-driven process is technically more complex, but should result in mandates of consumer need based on responding to detailed studies related to population groups. A general invitation will be sent prior to the April 11<sup>th</sup> Planning Council meeting inviting all members and consumers to these three (3) meetings.

Roberta Stewart volunteered her initial concerns about such a conversion, with stated fears that certain groups might be excluded. Following discussion with the Ryan White office and professional staff, she realizes that the process will be inclusive, with work required to differentiate groups. PLWHA often fall into more than one category, and can self-declare into different population groups at different points in their care process (care entry, in care, re-entering care).

Roberta also affirmed the need to have SPA committee members a) ‘own’ the data – feel they ‘get’ the nuances of the information behind decisions and b) have the process be ‘transparent’-- supply members of the committee (and other Planning Council/Consumer members who participate) with full data sets and background that drives these processes. Leif Mitchell stated that he and Roberta are absolutely committed to leading a data-driven process—one in which data determines the needs and not the subjective perceptions of participants, no matter how well intended. There needs to be clear and precise documentation leading to the ‘ask’ or TGA request for funds through the Ryan White office’s grant.

*April 15<sup>th</sup>*: Review of the June 30, 2007 and (draft, not public) estimate of the December 30, 2007 Epidemiologic Profiles developed by the Connecticut Department of Public Health. These figures will be used (New AIDS, New HIV cases; Living AIDS, Living HIV cases) to provide initial priority and selection of Special Population Groups. HRSA traditionally mandated special population groups<sup>1</sup> but due to frequent recommendations from EMA/TGA’s, has requested declaration by the jurisdiction of up to six (6) special population groups based on the epidemiology of that area.

Initial determination using the Epidemiology, or scientific inventory of **all** in the TGA just diagnosed or living with the disease; will be enhanced through inclusion of data from the 2006 full population-based chart review data. Data elements that will be pulled from this 100% population data collection include **‘Late to Care’** (present to care following initial AIDS diagnosis or convert from HIV to AIDS within one year of initial HIV diagnosis); **Disease Burden** (other chronic diseases); **Limited English Proficiency** (English not primary language and uncomfortable with English); and **Federal Poverty Level below 150%** (1 person - \$17,625 annual income, 2-\$23,625, 3-\$29,625, 4-\$35,625, 5-\$41,625, 6-\$47,625, 7-\$53,625, 8-\$59,625).

*April 24<sup>th</sup>*: The agenda for this session would, based on selection of the six special population groups,

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<sup>1</sup> African American, Latino/a, Women of Child Bearing Years, Youth, MSM, Substance Users.



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further detail how they access services leading up to the goal of HRSA: entry into primary medical care. This care continuum would be further explored by special population group in their use, need, barriers and gaps to service while in care and what populations tend to leave care. This last group would be explored regarding care re-entry—what services or events caused them to re-enter care, and if they access a different sequence of services prior to primary medical care use than when they first entered care.

*April 29<sup>th</sup>*: The discussion from the April 24<sup>th</sup> meeting will be continued at the April 29<sup>th</sup> meeting, with conclusions reached about priority services based on the needs of the selected special populations.

This decision, the priority of services given special population needs, will then move into resource allocation review—understanding of the different funding sources for the priority services. These meetings will occur in May, with estimated decision in June/July.

*c. Next meetings*

- ❖ The next meeting will be held on April 15, 2008 at the Greek Olive in New Haven. There will be two other ‘special’ meetings in April (April 24<sup>th</sup> – co-held with Membership/Finance at their regularly scheduled committee and April 29<sup>th</sup>) devoted to Population-Based Priority Setting.

*d. Adjournment*

Roberta Stewart thanked those present for their work and adjourned the meeting at 2:00 PM.

### Strategic Planning and Assessment Committee Voting Record

Council Member		Kidder motion; Velez 2nd
		02/19/08 Meeting Minutes Approval
1	Leif Mitchell	Y
2	Bob Sideleau	Y
3	Javier Velez	Y
4	Roberta Stewart	AB

Y= YES

N= NO

AB= ABSTENTION