



# Ryan White Planning Council

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

## Planning Council Meeting Summary FAST FACT PAGE

**Meeting Date:** Friday, January 16, 2009

**Start Time:** 12:10 pm

**End Time:** 2:00 pm

**Location:** Greek Olive Restaurant, New Haven

**Presiding Chair:** Robert Sideleau

**Recorder:** Carol Ardolino, Collaborative Research Staff

### Summary of Council Business Votes

1. Minutes of December 12, 2008 PC meeting.
2. New Member Application.
3. Calendar for the year.

#### (1.0) Moment of Silence

Co-Chair Robert Sideleau called the meeting to order at 12:10. He led the group in a moment of silence to remember and respect all individuals whose lives have been touched by HIV/AIDS.

#### (2.0) Welcome and Introductions

Robert reminded everyone that this is a business meeting and open to the public so members of press or others could attend so be judicious with PHI information. Members of the Planning Council introduced themselves. Co-chair Tom Kidder said thank you for the hot lunch.

#### (3.0) Co-Chair Announcements

(3.1) Robert Sideleau stressed that we need a co-chairman for the Membership/Finance Committee. Tom Kidder explained that with only one chair, if they are not able to attend, there is not a quorum and the committee business does not move forward. Please advise them of anyone who will be good in this capacity.

(3.2) Robert said that Latrece Simmons (HRSA Project Officer) had sent an announcement letter from Doug Morgan. It updated which activities would be most important.

(3.3) Robert announced that a Committee Selection sheet is being passed around. Jeff Daniel clarified that you should fill out your primary committee selection.

#### (4.0) Public Comment

(4.1) Lori Wesley of Leeway announced that she is now supervisor of Housing Case Management for Leeway. Due to her advancement, they now need a person to fill her prior position of case manager, by March 1, 2009. The position is full time with benefits. If you are interested you can contact her at 203-865-0068 extension 3059.

#### (5.0) Approval of Meeting Summary

(5.1) Members reviewed the Friday, December 12th minutes for accuracy.

(5.1) Jenifer Loschiavo motioned to approve the minutes. Roberta Stewart seconded the motion. The minutes were approved.

*(Please see attached voting sheet detail for all Planning Council votes)*

#### (6.0) Planning Council Committee Reports



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### **(a) Membership Finance Committee**

(1) Chairman Ken Teel reported for the Committee. He announced that they would like to do a new member orientation in March. He explained that previous orientation sessions have been helpful.

(2) There is a new application, Krystle Moore, for approval by the Planning Council. It was reviewed and approved by the Executive Committee. Robert Sideleau explained that it was approved by the Executive Committee because Membership Finance Committee did not have a quorum. Motion to approve applicant was moved from Executive Committee for vote.

Discussion of the applicant's qualifications followed. Motion for approval carried.

*(Please see attached voting sheet detail for all Planning Council votes)*

(3) Dennis Torres asked about new members becoming involved on committees, and with the Planning Council. It was explained that some new members are more eager than others at getting involved.

(4) Tom Butcher asked about the public attending committee meetings. Robert Sideleau emphasized that the public is welcome at all committee meetings. That the committee meeting schedule is on the website [RyanWhiteCare.org](http://RyanWhiteCare.org).

(5) Brian Datcher asked if the new members who haven't attended the council meetings are attending their committee meetings. Robert explained that the By-Laws require missing no more than 4 business meetings and missing no more than 4 Committee meetings, and that they are mutually exclusive. As well as 4 Executive Meetings if they are a co-chair of a committee.

### **(b) Strategic Planning and Assessment Committee**

(1) Leif Mitchell reviewed feedback form from last meeting. He said that the SPA Committee is continuing to update the feedback form and hopes to have a final new form by February or March.

(2) Leif announced that they continue to work on the By-Laws revision. There will be a SPA meeting on February 5, 2009, in New Haven. We will be bringing the new by-laws for a vote in February or March.

### **(c) Quality Improvement Committee:**

(1) Charlotte Burch said they met for a Super Pod on December 5, 2008. They discussed the standards of care and "Care ware". The next Super Pod meeting is scheduled for January 30<sup>th</sup>.

(2) The next committee meeting is scheduled for February 6, 2009. It will be in New Haven. All New Haven meetings will be scheduled at the Greek Olive.

### **(7.0) Ryan White Office Report (Grantee's Office)**

(7.1) Tom Butcher discussed the clarification of our status. Are we an EMA or a TGA? We lost 30% of our funding when they changed our designation. It took two months to return to our EMA designation. We will not know our designation until the new grant year, sometime in March, according to the letter we received from Deborah Hopson at HRSA.

(7.2) Tom said The Minority Aids Grant application is due March 6, 2009. This is the third year of a 3 year grant. The grant period starts on August 1, 2009. The most we are eligible for is \$389,000, which is 10% more than the previous year.

(7.3) Tom said we are developing a contingency plan for any decrease in funding. I think we will be reset to \$5 million or less. Only the Council can set funding levels and priorities.

(7.4) We are working toward the close of the year in February.

(7.5) Tom Butcher announced that Bob Sideleau has a birthday on January 27, and that is when the RFP's are due. He is putting a review team together.



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(7.6) Adelaine stated that Jim Hines is the new Congressional Representative from Fairfield County. She suggested that he be contacted. Tom Butcher agreed it would be a good idea, and suggested that she go ahead and forward the information.

(7.7) Dennis Torres stated that Stop Loss funding is in place, and that we shouldn't lose more than 15% of funding. He asked how our contingency plan would cover the partial award.

(7.8) Brian asked Tom to explain all of the different funding types. Tom explained that we get 1 award from the Ryan White grant comprised of 2 parts. The first part is based on the number of cases of AIDS in your area. The 2<sup>nd</sup> part is a Supplemental, it is awarded because you demonstrate you have a greater need, and it is competitive based on SCORES. Then we have a different grant application called the Minority Aids Initiative Grant which is \$389,000.

(7.9) Leif said "please, anyone who wants should come to the Membership/Finance meeting."

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

(8.1) Robert Sideleau asked everyone to review the new year's calendar that was provided. HE said that it had been reviewed and approved by the Executive Committee. He explained that they wanted the committees to meet in the first weeks of the month and the Executive and Planning Council in the 2<sup>nd</sup> week of the month. He asked for a motion to accept the calendar. Charlotte made the first motion, and it was seconded by Ken Teel. Jerod noted that all the New Haven meetings will be at the Greek Olive. Leif mentioned the need to correct the times for the March 5<sup>th</sup> meeting. After friendly amendment the motion carried. *(Please see attached voting sheet detail for all Planning Council votes)*

(8.2) Reminder to fill out committee preference selection, and feedback form.

### **(9.0) Public Comment/(10) Announcements**

(9.1) Robert Sideleau said the Fairfield Aids Project will be having Man Bingo on February 14, 2009.

(9.2) Leif announced that:

AIDS Life Campaign will be meeting in Meriden on January 27, 2009 from 12-2PM.

AIDS Awareness Day at the Capital will be on April 29, 2009.

AIDS Walk New Haven is scheduled for April 26, 2009.

AIDS Science Day-CIRA is April 1, 2009.

(9.3) Jenifer said how helpful Norwalk Smiles has been. Through the help of Krystle Moore they were able to get transportation; members of the public were in agreement, that their clients now have a new beautiful smile, thanks to Norwalk Smiles.

### **(11) Adjournment**

The meeting was adjourned at 2:00 PM



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## Planning Council Meeting Attendance Record<sup>1</sup>

	Council Member	12/12	1/16	2/13								
1.	Henry Bethea											
2.	Ric Browne											
3.	Charlotte Burch	●	●									
4.	Adaline DeMarrais		●									
5.	Jerod Geter	●	●									
6.	Jerome Harris	●	●									
7.	Africka Hinds-Ayala		●									
8.	Thomas Kidder	●	●									
9.	Jennifer Loschiavo	●	●									
10.	Leif Mitchell	●	●									
11.	Krystle Moore											
12.	Christine Romanik		●									
13.	Robert Sideleau	●	●									
14.	Tomi Simmons											
15.	Roberta Stewart	●	●									
16.	Ken Teel	●	●									
17.	Dennis Torres	●	●									
18.	John Van Keuren											
	Ryan White Office	●	●									
	Planning Council Staff	●	●									
	% of Council present:	63%	76%									

Guests: Karen Reekie, Jerod Geter, Brian Datcher, Matthew Lopes, Carolee Paruta, Sandi Gossart Walker, Lorrie Wesoly, Eric Harris, John Maloney, Clara Ramos, Jamelia Beckford, Jason Margolin

## Planning Council Meeting Voting Record

Council Member	December Minutes	Moore Membership Application	PC Meeting Calendar
Henry Bethea	NP	NP	NP
Ric Browne	NP	NP	NP
Charlotte Burch	Y	Y	Y
Adaline DeMarrais	AB	Y	Y
Jerod Geter	Y	Y	Y
Jerome Harris	Y	Y	Y
Africka Hinds-Ayala	AB	Y	Y
Thomas Kidder	Y	Y	Y
Jennifer Loschiavo	Y	Y	Y
Leif Mitchell	Y	Y	Y
Christine Romanik	AB	Y	Y
Robert Sideleau	AB	AB	AB
Tomi Simmons	NP	NP	NP
Roberta Stewart	Y	Y	Y
Ken Teel	Y	Y	Y
Dennis Torres	Y	Y	Y
John Van Keuren	NP	NP	NP

Y= YES N=NO

AB=ABSTENTION

NP=NOT PRESENT

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