



Planning Council Meeting Summary

Meeting Date: Friday, January 8th, 2010
Start Time: 12:06 pm
End Time: 1:06 pm
Location: The Greek Olive, New Haven
Presiding Chair: Leif Mitchell
Recorder: Jeananne Cappetta, Collaborative Research Staff

Summary of Council Business Votes

Vote on: Minutes from Planning Council on 12/11/09
Minority AIDS Initiative
Unaware PLWHA strategies

(1.0) Moment of Silence

Co-Chair Leif Mitchell called the meeting to order at 12:06. 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

Leif asked everyone to silence electronic devices. He also reminded everyone that this is a business meeting and open to the public, so members of press or others could attend. He cautioned participants to be judicious regarding their HIV status and/or with Person Health Information (PHI). He welcomed all members and asked council members and guests to introduce themselves and state any affiliation.

(3.0) Co-Chair Announcements

- Announcement and discussion of HRSA letter asking for method on how the EMA plans to identify clients with an unknown status.
- Copies of the planning consortia newsletter are being distributed. Regular updates from the care consortia to take place during future Planning Council meetings

(4.0) Public Comment

- A member of the public, who was a member 10 years ago, announced that they have applied for a slot on the Council. This applicant also indicated that to assist in reaching clients, was willing to participate in peer outreach with the substance abuse population.

(5.0) Approval of Meeting Summary

(5.1) Members reviewed the Friday, December 11th, 2009 minutes for accuracy.

(5.2) Adaline DeMarrais motioned to approve the minutes. Beverly Leach seconded the motion.

(5.3) The Council minutes were approved without corrections.

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

(6.0) Planning Council Committee Reports

(6.1) Membership Finance Committee

Bob Sideleau (Co-Chair, Membership/ Finance Committee) reported:

1. There were no new applicants. Working on welcoming new members in February and looking to set up meet and greets for new members.



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2. Quarterly expenditure reports from the Ryan White office were reviewed--EFA and Food Bank are low for the third quarter
 3. PC Members will discuss PC membership at Care Continuum meetings

(6.2) Strategic Planning & Assessment Committee

Joanne Montgomery reported that the SPA committee met and discussed the following items:

- SPA reviewed the Council Feedback form from December
 - Comments were favorable with no issues
- The Committee reviewed HRSA's Unaware letter and after lengthy discussion, makes a motion to adopt the following strategies for Unaware Persons Living with HIV/AIDS (no second needed):
 - #1: Collaborate with Department of Public Health (DPH) to train Ryan White Providers on partner notification to increase referrals.
 - #2: Based on the EMA's epidemiological profile conduct a high risk assessment in nontraditional venues in which unaware PLWHA would frequent (i.e. soup kitchens, homeless shelters, gay bars, substance treatment facilities, etc)
 - #3 Establish a task force focused on Unaware PLWHA in conjunction with the Connecticut HIV Planning Consortium (CHPC) which includes participants from DPH, the Hartford TGA and the New Haven EMA.
 - #4 The Planning Council requested and received information from DPH with regard partner notification. DPH reported that the program had a 10% positivity rate. Based on this data, the Council will consider prioritizing and funding Early Intervention Services to bolster the current program's outcomes.
 - #5 Conduct a Newly Diagnosed Needs Assessment during Spring of 2010 to inform the Council's 2011 PSRA process in regards to unaware PLWHA.
 - #6 Explore the possibility of utilizing grant year 2010 Minority AIDS Initiative funding to create/identify a program that links unaware PLWHA to appropriate medical care. Based on the EMA's Unaware Estimate as provided by DPH, communities of color are disproportionately represented.
 - #7 Seat Partner Notification and prevention specialist on the Planning Council.
 - #8 Utilize the EMA's regional network to collaborate and plan with regard to the EMA's Unaware Estimate.
 - #9 In conjunction with the Ryan White Office, conduct a feasibility study of a peer outreach program to identify unaware PLWHA within the EMA.

The motion was approved. (See attached voting record for vote detail).

- The Committee reviewed HRSA's letter regarding MAI and makes the following motion (no second needed): Over the next four months, the SPA committee will conduct an MAI service inventory (February); analyze the data (March) ; review Chart Audit Information (April); review the Newly Dx Needs Assessment Data and conduct an MAI Priority Setting and Resource Allocation (May) for a June recommendation to the RWO for 8/1 implementation.

The motion was approved. (See attached voting record for vote detail).



Ryan White Planning Council

New Haven & Fairfield Counties

Thomas Kidder & Leif Mitchell, Co-Chairs

(6.3) Quality Improvement Committee

Ric Browne reported that the QI committee met and updated Standards of Care. Reviewed the acuity scale and chart audit tools. The Pod met earlier today and voted on the access tool for the EMA and EIS.

(7.0) Grantee Report

Tom Butcher reported:

- Four page response to HRSA due January 15 regarding identifying those clients with unknown statuses.
- RFP's for PC support will be disseminated in the next few weeks as well as for Quality Management. Different than past years-- the Quality Management components were removed under the Planning Council.
- Partial FY2010-11 grant awards will be given to Part A Grantees this year. As a result of the reauthorized Modernization Act, additional requirements (i.e. the four page response to HRSA) were required post application submission and need to be reviewed as part of the supplemental part of the application.
- MAI program will now be a part of the formula portion of the grant and will no longer be on its own grant year.

(8.0) New/Old Business

None

(9.0) Public Comment

Member of the public recognized everyone involved for their hard work and really appreciates as a PLWHA all the work and effort that is involved with the process of providing services.

(10.0) Announcements

- Adaline DeMarrais announced an upcoming training on HIV/HCV open to public at the First Baptist Church from 12-1:30 on January 27. Lunch will be served with a guest speaker. Call 203-576-0677 to indicate you will attend so there is a count for food.
- Joanne Montgomery announced that with reallocation of funds there are dollars in the Waterbury area for *residential substance abuse*
- Training on January 22 with Scott Miller, motivational speaker available with CEU's at *Centennial Building* in Shelton. Free passes are available.
- Rev Alex Garbara announced that the New Haven Mayor's AIDS Task Force is developing a new resource guide.
- Ric Browne announced that a consumer's workshop and luncheon by the Living Now Group will take place on January 13 @ 1pm. The topic will be disclosure of HIV status.

(11.0) Adjournment

Leif Mitchell thanked everyone for their participation in today's meeting and asked everyone to please take a moment to fill out feedback forms and return them to staff.

The meeting was adjourned at 1:06 pm.



Planning Council Meeting Attendance Record¹

	Council Member	1/8	3/12	4/9	5/14	6/11	7/9	8/13	9/10	10/8	11/19	12/10
1.	Ric Browne	●										
2.	Charlotte Burch	●										
3.	Brian Datcher	●										
4.	Adaline DeMarrais	●										
5.	Thomas Kidder	●										
6.	Beverly Leach	●										
7.	Jennifer Loschiavo	●										
8.	Leif Mitchell	●										
9.	Krystle Moore	●										
10.	Joanne Montgomery	●										
11.	Clara Ramos	●										
12.	Christine Romanik											
13.	Robert Sideleau	●										
14.	Roberta Stewart	●										
15.	Dennis Torres											
	Ryan White Office	●										
	Planning Council Staff	●										
	% of Council present:	87%										

Guests: Richard Coover, Rev. Alex Garbera, Ann Ward

Planning Council Meeting Voting Record

Council Member	December Minutes	Unaware PLWHA Strategies	MAI
Ric Browne	Y	Y	Y
Charlotte Burch	Y	Y	Y
Brian Datcher	Y	Y	Y
Adaline DeMarrais	Y	Y	Y
Thomas Kidder	Y	Y	Y
Beverly Leach	AB	Y	Y
Jennifer Loschiavo	Y	Y	Y
Leif Mitchell	AB	AB	AB
Krystle Moore	NP	Y	NP
Joanne Montgomery	Y	Y	Y
Clara Ramos	Y	Y	Y
Christine Romanik	NP	NP	NP
Robert Sideleau	Y	Y	Y
Roberta Stewart	NP	Y	Y
Dennis Torres	NP	NP	NP

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

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