

# Ryan White EMA Planning Council

New Haven & Fairfield Counties  
 Roberta Stewart & Joanne Montgomery, Co-Chairs

## Strategic Planning & Assessment Committee

### Meeting Summary

**Meeting Date:** Thursday, January 7<sup>th</sup>, 2010  
**Start Time** 2:00 pm  
**End Time:** 3:58 p.m.  
**Location:** Burroughs Community Center, Bridgeport  
**Presiding Chair:** Joanne Montgomery  
**Recorder:** Lindsey Sweeney

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#### Summary of Committee Business Votes

- Approval of Committee meeting minutes from December 3<sup>rd</sup>
- Approval of Unaware PLWHA strategies
- Approval of 2010 MAI funding analysis

#### Council Member Assignments

- Attend committee and Planning Council meetings per the Council's By-Laws

#### Staff Assignments

- Post approved agenda and meeting minutes on website ([www.ryanwhitecare.org](http://www.ryanwhitecare.org))
- Prepare Feedback Summary from Planning Council Meetings
- Prepare MAI inventory for February meeting

#### Attendance Record – 2010\*

|    | SPA Committee Members  | 1/7   | 2/4 | 3/4 | 4/1 | 5/6 | 6/3 | 7/1 | 8/5 | 9/2 | 10/7 | 11/4 | 12/2 |
|----|------------------------|---|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| 1. | Jennifer Loschiavo     | ●   |     |     |     |     |     |     |     |     |      |      |      |
| 2. | Leif Mitchell          | ●   |     |     |     |     |     |     |     |     |      |      |      |
| 3. | Joanne Montgomery      | ●   |     |     |     |     |     |     |     |     |      |      |      |
| 4. | Krystle Moore          | ●   |     |     |     |     |     |     |     |     |      |      |      |
| 5. | Clara Ramos            |   |     |     |     |     |     |     |     |     |      |      |      |
| 6. | Roberta Stewart        | ●   |     |     |     |     |     |     |     |     |      |      |      |
| 7. | Tom Kidder             | ●   |     |     |     |     |     |     |     |     |      |      |      |
|    | Ryan White Office      | ●   |     |     |     |     |     |     |     |     |      |      |      |
|    | Planning Council Staff | ●   |     |     |     |     |     |     |     |     |      |      |      |
|    | Other Participants     | Beverly Leach (PC), Robert Sideleau (PC), Dennis Torres (PC), Adaline DeMarrais (PC), Ric Browne (PC) Richard Coover (Public), Ivan Diller (Public) |     |     |     |     |     |     |     |     |      |      |      |

\* Meeting attendance policy does not apply for special meetings per By-Laws.

#### (1.0) Moment of Silence

The meeting was called to order by co-chair Joanne Montgomery at 2:00 PM. She asked everyone to quiet their cell phones as a "Moment of Silence" was observed.

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## **(2.0) Welcome and Introductions**

Joanne welcomed everyone and advised them that it is a public meeting, and to be wise in sharing information. Meeting attendees introduced themselves.

## **(3.0) Co-Chair Announcements**

Joanne led the committee in review of the agenda and outlined the objectives of the meeting.

## **(4.0) Approval of Committee meetings:**

Joanne asked everyone to review the minutes from the December 3<sup>rd</sup>, 2009 meeting.

**MOTION TO APPROVE 9/3 MINUTES: 1<sup>ST</sup>: BOB SIDELEAU; 2<sup>ND</sup>: LEIF MITCHELL**

**DISCUSSION:** VOTING RECORD FOR "OTHER PARTICIPANTS"; IT POSITION AT REGIONAL WAS STILL VACANT AND HAS NOT BEEN FILLED; CORRECT TITLE: ASSISTANT DIRECTOR OF MEDICATION-ASSISTED TREATMENT AT REGIONAL

**FOR:** KIDDER, LOSCHIAVO, MITCHELL, MOORE, SIDELEAU, STEWART, TORRES

**AGAINST:** NONE

**ABSTENTIONS:** MONTGOMERY, DEMARRAIS, BROWNE, LEACH

**NOT PRESENT:** NONE

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

### **(5.a.) Review Planning Council Survey Feedback Forms from September meeting.**

The Committee reviewed the feedback forms from the December PC meeting:

- Switching food vendor in Bridgeport was discussed and will be forwarded to Executive Committee for consideration

### **(5.b.) Review SPA PCAT**

The committee reviewed the SPA PCAT. The committee is on track based on the work activities.

### **(5.c.) HRSA Letter regarding Unaware PLWHA**

The committee reviewed the HRSA letter regarding Unaware PLWHA and made the following motion:

*The SPA committee makes a motion to adopt the following strategies for Unaware Persons Living with HIV/AIDS:*

- #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.

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#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.

**MOTION TO APPROVE UNAWARE PLWHA STRATEGIES: 1<sup>ST</sup>: ADALINE DEMARRAIS; 2<sup>ND</sup>: BOB SIDELEAU**

**DISCUSSION: NONE**

**FOR: LOSCHIAVO, MITCHELL, MOORE, SIDELEAU, KIDDER, DEMARRAIS, BROWNE, LEACH, STEWART**

**AGAINST: NONE**

**ABSTENTIONS: MONTGOMERY, TORRES**

**NOT PRESENT: NONE**

## **(5.d.) Minority AIDS Initiative (MAI) Service Categories + Priorities for FY 2010**

The committee made the following motion after discussing FY 2010 MAI funding:

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.

**MOTION TO APPROVE FY 2010 MAI MOTION: 1<sup>ST</sup>: JOANNE MONTGOMERY; 2<sup>ND</sup>: RIC BROWNE**

**DISCUSSION: NONE**

**FOR: LOSCHIAVO, MITCHELL, MOORE, SIDELEAU, KIDDER, DEMARRAIS, BROWNE, LEACH, STEWART, TORRES**

**AGAINST: NONE**

**ABSTENTIONS: MONTGOMERY**

**NOT PRESENT: NONE**

## **(6.0) Adjournment**

**Next Meeting:** Thursday, February 4<sup>th</sup> from 2-4 pm in New Haven @ The Greek Olive.

The meeting was adjourned at 3:58 p.m.