

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Joanne Montgomery & Roberta Stewart, Co-Chairs

Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, March 3rd, 2011
Start Time: 2:00 PM
End Time: 2:28 PM
Location: The Greek Olive
Presiding Chair: Roberta Stewart
Recorder: Jenice Contreras

Summary of Committee Business Votes

- Approval of Minutes from the February 2nd, 2011SPA Committee meeting

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Recruit/Promote Planning Council to increase PLWHA participation

Staff Member Assignments

- FY 2012 Priority Setting and Resource Allocation preparation
- Recruit/Promote Planning Council to increase PLWHA participation

Attendance Record – 2011

	Council Member	1/6	2/3	3/3	4/7	5/5	6/2	7/7	8/4	9/1	10/6	11/3	12/1
1.	Ric Browne												
2.	Charlotte Burch		X	X									
3.	Brian Datcher			X									
4.	Adaline DeMarrais			X									
5.	Heidi Jenkins												
6.	Tom Kidder			X									
7.	Brian Kuerze	X	X	X									
8.	<i>Beverly Leach PC Co-Chair</i>	X	X	X									
9.	Ronald Lee												
10.	Jennifer Loschiavo	X		X									
11.	<i>Leif Mitchell PC Co-Chair</i>	X		X									
12.	Caesar Moffett, Jr.												
13.	Ken Teel												
14.	Kenneth McCoy	X	X	X									
15.	Krystle Moore	X	X	X									
16.	Joanne Montgomery Co-Chair		X										
17.	Clara Ramos		X	X									
18.	Christine Romanik												
19.	Gabrielle Rosa		X	X									
20.	Robert Sideleau	X	X	X									
21.	Roberta Stewart Co-Chair	X		X									
22.	Dennis Torres	X											
	Ryan White Office	X	X	X									
	Planning Council Staff	X	X	X									
	% of Council present:	50%	53%	67%									



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(1.0) Moment of Silence

Roberta Stewart called the meeting to order at 2:00 PM. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

All participants introduced themselves.

(3.0) Co-Chair Announcements

There were no co-chair announcements today. Roberta reviewed today's agenda with the committee.

(4.0) Approval of February 3rd, 2011 Meeting Summary

A motion to approve the minutes of the February 3rd, 2011 SPA Committee was made by Bob Sideleau and seconded by Beverly Leach.

For:

Against: Dat

Abstain: Roberta

(5.0) New Business/Old Business

a. Reviewed SPA PCAT

- The Committee reviewed the PCAT and determined to be on track with assigned work activities.

b. Reviewed EIHA (Early Identification of Individuals with HIV/AIDS—Unaware) strategies review, discussion and action.

- Each region is informing the Council on March 4th to begin the process of establishing standards of care for EIS.
- Starting in June, this committee will be monitoring the EIS Standards of Care model.

c. Needs Assessment Activity

- Last out of care assessment was conducted in 2007. Assessment tool needs to be updated. Activity may need to be pushed down further in the program year until full funds have been received from HRSA.

(6.0) Announcements

- Grantee has received partial award. It is still unclear on what the remainder portion will be. Anticipating knowing by April 2011. Award letters will be sent out tomorrow with a six month contract due to the partial award.
- New Haven Clinical Quality training March 18th \$20 gift card for participants. Call Bob for further questions. Capacity is 20 participants.
- CIRA AIDS Science Day is at capacity. If registered but not attending, please let Leif know.

(7.0) Adjournment

The meeting adjourned at 2:28 PM.