

Ryan White EMA Planning Council

New Haven & Fairfield Counties

Roberta Stewart, Co-Chair

Strategic Planning & Assessment Committee

Meeting Summary – DRAFT

Meeting Date: Thursday, August 6th, 2009
Start Time 2:08 pm
End Time: 4:25 p.m.
Location: The Greek Olive, New Haven
Presiding Chair: Roberta Stewart
Recorder: Jeff Daniel, Planning Council Staff

Summary of Committee Business Votes

- Approval of Committee meeting minutes: 7/9; 7/17; 7/30
- Approval of FY 2010 Resource Allocation

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)
- Prepare Feedback Summary from Planning Council Meeting
- Develop 2010 PSRA workbook

Attendance Record - 2009

	SPA Committee Members	1/8	2/5	3/5	4/2	5/7	6/4	7/9	7/17	7/30	8/6	9/3	10/1	11/5	12/3
1.	Jennifer Loschiavo	●	●	●	●	●		●		●					
2.	Joanne Montgomery						●	●	●	●	●				
3.	Krystle Moore		●	●	●	●	●	●	●		●				
4.	Clara Ramos														
5.	Roberta Stewart	●	●	●	●	●	●	●	●	●	●				
	Ryan White Office	●	●			●	●	●	●	●	●				
	Planning Council Staff	●	●	●	●	●	●	●	●	●	●				
	Other Participants	Charlotte Burch (PC), Dennis Torres (PC), Tom Kidder (PC), Leif Mitchell (PC), Christine Romanik (PC), Bob Sideleau (Public), Brian Datcher (Public)													

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

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(1.0) Moment of Silence

The meeting was called to order by co-chair Roberta Stewart at 2:08 PM. She asked everyone to quiet their cell phones as a "Moment of Silence" was observed.

(2.0) Welcome and Introductions

Roberta welcomed everyone and advised them that it is a public meeting, and to be wise in sharing information.

(3.0) Co-Chair Announcements

Roberta led the committee in review of the PCAT (Planning Council Activity Timeline). The SPA committee was "on target" based on the PCAT.

(4.0) Approval of Committee meetings:

Roberta asked everyone to review the minutes from the July 9th, 2009 meeting.

MOTION TO APPROVE 7/9 MINUTES: 1ST: LEIF MITCHELL; 2ND: TOM KIDDER

DISCUSSION: NONE

FOR: MITCHELL, KIDDER, MONTGOMERY

AGAINST: NONE

ABSTENTIONS: STEWART, TORRES, BURCH, ROMANIK

NOT PRESENT: MOORE, LOSCHIAVO

MOTION TO APPROVE 7/17 MINUTES: 1ST: CHRIS ROMANIK; 2ND: TOM KIDDER

DISCUSSION: NONE

FOR: MOORE, KIDDER, ROMANIK, BURCH, MONTGOMERY

AGAINST: NONE

ABSTENTIONS: MITCHELL, STEWART, TORRES

NOT PRESENT: LOSCHIAVO

MOTION TO APPROVE 7/30 MINUTES: 1ST: LEIF MITCHELL; 2ND: CHRIS ROMANIK

DISCUSSION: NONE

FOR: KIDDER, ROMANIK, BURCH, MONTGOMERY

AGAINST: NONE

ABSTENTIONS: MITCHELL, MOORE, STEWART, TORRES

NOT PRESENT: LOSCHIAVO

(5.0) New/Old Business

(5.a.) Review Planning Council Survey Feedback Forms from July meeting.

The Committee reviewed the feedback forms from the July PC meeting. The committee requested that the number of responses be included in the feedback summary. Staff will list # of responses for both Planning Council and members of the Public. Additionally, based on Public comments, the Council Co-Chairs will work to ensure all members of the public are recognized and given opportunities to be heard. Overall feedback was positive.

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(5.b.) Complete Resource Allocation Process

Listed below are the steps the committee took in determining the 2010 “ask”:

1. SPA requested data from the Ryan White Office (via PC Support Staff) for the following:
 - a. Unduplicated Client Count for Grant Years 2006, 2007 and 2008
 - b. Units of Service delivered in Grant Year 2008
 - c. Unit Cost for 2008
2. Additionally, the committee requested Other Funding data from Ryan White Parts B, C, D and SPNS, HOPWA, SAHMSA, Medicaid (Title XIX), SAGA.
3. The committee examined the unduplicated client counts for the three year period and took the highest client count for the 2010 ask
4. The committee examined the EMA’s Out of Care data and set a target of bringing 200 OOC individuals into care
5. Finally, the committee looked at the 2009 “ask” and decided to ask for the same amount if the 2010 amount was less than the 2009 amount.
6. The final 2010 ask is \$11, 321,011

MOTION TO EXTEND THE MEETING BY 15 MINUTES (@ 3:58 P.M.): 1ST: TOM KIDDER; 2ND: KRISTLE MOORE

DISCUSSION: NONE

FOR: KIDDER, ROMANIK, BURCH, MITCHELL, MOORE, TORRES, MONTGOMERY

AGAINST: NONE

ABSTENTIONS: STEWART

NOT PRESENT: MONTGOMERY, LOSCHIAVO

MOTION TO EXTEND THE MEETING BY 15 MINUTES (@ 4:10 P.M.): 1ST: TOM KIDDER; 2ND: KRISTLE MOORE

DISCUSSION: NONE

FOR: KIDDER, ROMANIK, BURCH, MITCHELL, MOORE, TORRES, MONTGOMERY

AGAINST: NONE

ABSTENTIONS: STEWART

NOT PRESENT: LOSCHIAVO

MOTION TO APPROVE FY 2010 RESOURCE ALLOCATION (@ 4:10 P.M.): 1ST: LEIF MITCHELL; 2ND: CHARLOTTE BURCH

DISCUSSION: NONE

FOR: KIDDER, ROMANIK, BURCH, MITCHELL, MOORE, TORRES, MONTGOMERY

AGAINST: NONE

ABSTENTIONS: STEWART

NOT PRESENT: LOSCHIAVO

(6.0) Adjournment

Next Meeting: Thursday, September 3rd, 2009 2-4 pm in Bridgeport @ Optimus Healthcare Center. The meeting was adjourned at 4:25 p.m.