



# Ryan White Planning Council

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

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## Planning Council Meeting Summary FAST FACT PAGE

**Meeting Date:** Friday, January 11<sup>th</sup>, 2008 from 12:00 noon to 2:00 pm  
**Start Time** 12:01 pm  
**End Time:** 1:37 pm  
**Location:** The Greek Olive in New Haven, CT  
**Presiding Chair:** Robert Sideleau  
**Recorder:** Stephen Heasley for Planning Council Staff

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### Summary of Council Business Votes

- New Planning Council Membership
- Approval Planning Council Regular Meeting Schedule 2008

### Council Member Assignments

- Attend and participate in Committee meetings to contribute to the completion of mandated Council business.
- Encourage members of the public to attend the Council meeting and all Committee meetings.

### Staff Assignments

- Prepare January meeting summary.



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## Welcome, Moment of Silence, and Introductions

Co-Chair Robert Sideleau called the meeting to order at 12:01 pm. Robert Sideleau explained that the Council meeting is open to the public; members of the media or press may attend the meeting and noted that any disclosure of personal information – including HIV status – is voluntary. Robert Sideleau asked meeting participants to use good judgment when choosing to share personal information. Robert Sideleau led the group in a moment of silence to remember and respect all individuals whose lives have been touched by HIV/AIDS.

## Co-Chair Announcements

Robert Sideleau made the following Co-Chair announcements:

- Planning Council welcomes new Co-Chair Thomas Kidder to his first official meeting as co-chair.
- Members will note a new room arrangement, designed to invite public and member participation.
- It has been recommended to reinstitute “Planning Council Greeters”- who arrive early and greet members- starting with the February meeting.
  - Awilda Gonzalez and Ric Browne volunteered for February, Henry Bethea and Lynda Faye Wilson (guest) volunteered for March.
- Robert Sideleau updated the Planning Council on a conference call with Karen Mercer-Brown- the acting HRSA Chief of Services - Eastern Region:
  - A new Project Officer has been assigned for the Northeast States.
  - The Ryan White Office will arrange a conference call between the new HRSA representative & representatives (Planning Council Co-Chairs, Planning Council Staff and Grantee) of the TGA.

## Public Comment

Robert Sideleau explained that public comment period is set aside to hear the perspectives and opinions of people who are not Council members. Robert Sideleau invited members of the public to share comments with the Council.

- Sandi Gossart-Walker (guest) thanked the Planning Council for email notification of monthly meeting.
- Lynda Faye Wilson (guest) wished the Council a peaceful year of rebirth (2008) emerging from the year of completion (2007).

## Approval of Meeting Summary

Members reviewed the Friday, December 14<sup>th</sup>, 2007 meeting minutes for accuracy. Council members were reminded that they should abstain from voting on the minutes if they were not present during the meeting.

- Robert Sideleau noted that Page 2- Co-Chair Announcements should begin “Robert Sideleau made the following...” rather than “Joanne Montgomery made the following...”.
- Ken Teel noted that on Page 3 - Membership/Finance Committee- should read “Ken Teel”, not “Kent Teel”, in the section noting his report of Nelson Lopez.
- Leif Mitchell motioned to approve the minutes.
  - Javier Velez seconded the motion.
  - The Council approved the minutes 11-0 with seven abstentions. *(Please see attached voting sheet detail for all Planning Council votes)*

## Quality Improvement Committee

Christine Romanik reported for the Quality Improvement (QI) Committee:

- That the Committee did not meet in December, and the next meeting is scheduled for Friday, January 18, 2008 at the Hill Health Center, Room 390 from 12 noon to 2 p.m.
- That the agenda relates to end of year Summary Reports and Review of HRSA mandated functions for Quality Improvement activities.
  - The Ryan White Office questioned finalization of the Primary Medical Care pod by year-end, and its ability to meld with medical case management. Christine Romanik replied that this was possible, with anticipated date of January 25, 2008 for the final PMC meeting to revise the Standard of Care.



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She reassured the Ryan White Office that she will bring up the issue of presenting these final revisions at the January 18, 2008 QI Committee meeting.

### Membership / Finance Committee

Robert Sideleau reminded the Council members of the process of conducting a vote of confidence for Planning Council New Membership, with a three year term to start January 1, 2008 and no term limit. Upon the Council's vote of confidence at this meeting, the nominees are forwarded with recommendation to the Mayor of the City of New Haven for official appointment.

Ken Teel reported for the Membership & Finance Committee:

- The Membership Committee received one application for New Membership.
- The Applicant explained he is a chaplain in area prisons who enjoys helping others in need.
- Council Members noted that Applicant's experiences with HIV+ clients in the prison system and as a volunteer at Helping Hands- in addition to his fluency in Spanish- will serve as assets to the Planning Council.
- After discussion, the Planning Council approved a vote of confidence for the nominee. (*Please see attached voting sheet detail for all Planning Council votes*)
- Robert Sideleau reminded Council that the nominee is now forwarded to the Mayor of the City of New Haven for official appointment.
- The next meeting is scheduled for Thursday, January 31<sup>st</sup>, 2008 at Optimus Healthcare in Bridgeport, CT.

### Strategic Planning and Assessment Committee

Roberta Stewart for the SPA Committee:

- No meeting occurred in December 2007.
  - Future priorities include looking at Committee Comprehensive Plans and processes. Please forward updates to SPA committee.
  - January 15<sup>th</sup> meeting will include review of by-laws.
  - The next committee meeting is scheduled for Tuesday, January 15<sup>th</sup>, 2008 at Optimus Health Care.

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

Tom Butcher reported on behalf of Ryan White Office:

- Ryan White Office has issued RFPs for Planning Council Support and Quality Improvement (due February 5<sup>th</sup>). No late applications will be accepted.
  - A Bidder's Conference meeting was held Friday, January 11<sup>th</sup>, 10-11:00am, at the New Haven Health Department 9<sup>th</sup> Floor Conference Room. One bidder attended the conference.
  - If necessary (multiple applications are submitted, any question of submissions occurs), a group of application reviewers will be secured by the Ryan White Office.
- Review of Part A Services RFP is scheduled for January 22<sup>nd</sup>. Twenty one (21) reviewers have been secured. Applications went to reviewers a week before Christmas.
- The Ryan White Office received and reviewed the November's 3<sup>rd</sup> Quarter Expenditure Reports.
  - Core service expenditures are on-target, with approximately 74% expended.
  - The Ryan White Office noted room for improvement with Non-core Supportive Service expenditures. While early year conservation efforts are understood, measures should be taken to evenly spend fund throughout the year, especially in housing and transportation.
  - Joanne Montgomery noted that expenditures are conservative because of funding cuts and fears of running out before year-end winter months. Now that additional funds have been promised, providers can provide needed funding at more appropriate levels.
  - December reports are expected January 20<sup>th</sup>, which the Ryan White Office will monitor proactively, reaching out to providers as necessary.
- Robert Sideleau and Joanne Montgomery raised questions regarding 1) allotment of additional funds awarded to mayor's office, 2) promise of mayor's office to attend Planning Council meetings, and 3) status of Congressional resolutions to funding cuts.



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- The Ryan White Office noted that additional funds (approximately \$9.3M) have been set aside for select EMA/TGA's disproportionately affected by funding cuts, and that New Haven & Fairfield Counties are among those selected.
    - Ryan White Office officially thanked Speaker Pelosi and the appropriations committees of Congress.
    - Leif Mitchell questioned how this will affect other funding commitments and allocations.

Gail Glenn reported the following on behalf of Ryan White Office:

- All contracts are being processed and executed for carryover funding in the amount of \$149,193.11. The service categories are Housing, Emergency Financial Assistance, Transportation and Food services.
- 2007 Carryover Dollars and Contact Information:
  - AIDS Project Greater Danbury, Housing, Emergency Financial Assistance, Transportation & Food Service
    - Contact Roberta Stewart, 203-778-2437
  - AIDS Project New Haven, Emergency Financial Assistance and Food Service
    - Contact Nick Boshnak, 203-624-0947
  - Liberty Community Services, Housing
    - Contact, John Bradley, 203-495-7600
  - New Opportunities- Housing, Emergency Financial Assistance, Transportation & Food Service
    - Contact, Ric Browne, 203-575-4337
  - Greater Bridgeport Adolescent Pregnancy Program- Housing, Emergency Financial Assistance, Transportation & Food Service
    - Contact, Rudy Fuedo, 203-384-3629
  - HealthCare Connections- Housing, Emergency Financial Assistance, Transportation & Food Service
    - Contact, Dennis Torres-203-977-5108
- Guests and Council Members raised questions regarding 1) how additional and carryover funds will affect HRSA & Ryan White funding decisions, and 2) how the jurisdiction can be expected to treat increasing numbers of cases with decreasing funding levels, especially given new testing regulations.

## Old / New Business

Robert Sideleau facilitated a discussion and review of Planning Council Regular Meeting Schedule 2008.:

- Robert Sideleau summarized the three possibilities and the pros/cons discussed at Executive Committee.
  - Three Possibilities = 1) Status Quo, 2) Single-Day Committee Meetings followed approx 2 weeks later by week of Executive & Planning Council meetings, 3) All meetings to be held the same day.
  - Single-day Committee Meeting Pros:
    - Allows members to reserve only 1 day/month for committee meetings and easier access to multiple committee meeting attendance.
    - Allows clients with special transportation needs to more conveniently explore and attend multiple committees.
    - Facilitates easier creation of Peoples' Caucus, which could meet prior to Planning Council meetings or on Committee Meeting days.
    - Easier venue and travel scheduling for Ryan White Office & Planning Council Staff.
    - Potential financial savings that can be spent on providing services to HIV+ clients.
  - Single-day Committee Meeting potential Cons:
    - Time for Planning Council Staff and Committee Members to prepare materials in time for Planning Council Meetings.
    - Single-day committee meetings could exclude some members for attending ANY committee meetings (example = clinician never available 2<sup>nd</sup> Wed of each month).
    - Takes away from consistency of contact throughout the course of month.
    - Burn-out over long period of time for consumers, providers and Planning Council Staff.



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- Could limit client involvement.
- Robert Sideleau also shared the Executive Committee conversation regarding pros/cons of teleconferencing options.
- After extensive discussion, approximately 19 people indicated an unofficial preference for single-day committee meetings followed by an Executive / Planning Council Week. Nine (9) people preferred the status quo and no one favored all meetings being held on one day.

## Public Comment

Robert Sideleau explained that public comment period is set aside to hear the perspectives and opinions of people who are not Council members. Robert invited members of the public to share comments with the Council.

- Lynda Faye Wilson (guest) indicated that she'd like to see room for representation of a broader range of ideas.
- Roberta Stewart expressed a desire for the formation of a Peoples' Caucus to be part of any future meeting discussions. Thomas Kidder recommended that there is not much room for more ideas (3 days/month) and Joanne Montgomery reiterated the beneficial cost-savings of condensing monthly meeting schedule.

## Announcements

- **Next Meetings:**
  - Monday, February 4th: Executive Committee at VNA, Noon – 2pm.
  - Friday, February 8th: Planning Council at Chase Wellness, Noon – 2pm.
- Joanne Montgomery and Jerod Geter introduced a new Oral Health Care SPNS Project at Norwalk Smiles Dental Center (49 Day Street, Norwalk, CT 06854). Transportation is provided and this can be a great way to pay for necessary oral care beyond the basic level.
- MFAP's Gay Bingo will be held February 1<sup>st</sup> at St. Paul's Church on the Green in Norwalk.
- Lynda Faye Wilson (guest) indicated that she'd like to see more client involvement at PC meetings and an improved system for reminding public members about Planning Council meetings.
- Joanne Montgomery mentioned that the Regional Network Programming is searching for five (5) new Methadone Counselors.

## Adjournment

Robert Sideleau thanked Council members for their work and adjourned the meeting at 1:37 pm.



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

	Council Member	1/11	2/8	3/14	4/18	5/16	6/20	7/18	8/15	9/19	10/17	11/14	12/19
1.	Jose Aquino												
2.	Carlos Barbier	●											
3.	Henry Bethea	●											
4.	Ric Browne	●											
5.	Charlotte Burch	●											
6.	Anthony Crafter												
7.	Brian Datcher	●											
8.	Adaline DeMarrais	●											
9.	Awilda Gonzalez	●											
10.	Jerome Harris	●											
11.	Africka Hinds-Ayala												
12.	Jerod Geter	●											
13.	Thomas Kidder	●											
14.	Leif Mitchell	●											
15.	Joanne Montgomery	●											
16.	Sara Nichols												
17.	James Pitts												
18.	Christine Romanik	●											
19.	Robert Sideleau	●											
20.	Roberta Stewart	●											
21.	Ken Teel	●											
22.	Javier Velez	●											
23.	Angie Young	●											
	Ryan White Office	●											
	Planning Council Staff	●											
	Bill Quinn	●											
	Matthew Lopes	●											
	% of Council present:	86%											

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



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## Planning Council Meeting Voting Record

	<b>Council Member</b>	<b>11/09/07 Meeting Minutes Approval</b>	<b>Membership Approval</b>
1.	Jose Aquino	NP	NP
2.	Carlos Barbier	Y	Y
3.	Henry Bethea	Y	Y
4.	Ric Browne	Y	Y
5.	Charlotte Burch	Y	Y
6.	Anthony Crafter	NP	NP
7.	Brian Datcher	Y	Y
8.	Adaline DeMarrais	AB	Y
9.	Awilda Gonzalez	Y	Y
10.	Jerome Harris	AB	Y
11.	Africka Hinds-Ayala	NP	NP
12.	Jerod Geter	Y	Y
13.	Thomas Kidder	AB	AB
14.	Leif Mitchell	Y	Y
15.	Joanne Montgomery	Y	Y
16.	Sara Nichols	NP	NP
17.	James Pitts	NP	NP
18.	Christine Romanik	AB	Y
19.	Robert Sideleau	AB	AB
20.	Roberta Stewart	AB	Y
21.	Ken Teel	Y	Y
22.	Javier Velez	Y	Y
23.	Angie Young	AB	Y

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