



Ryan White Planning Council

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

Planning Council Meeting Summary Fast Fact Page

Meeting Date: Friday, November 14, 2008
Start Time: 12:10 PM
End Time: 12:52 PM
Location: Greek Olive Restaurant, 402 Sargent Drive, New Haven, CT
Presiding Chair: Robert J. Sideleau
Recorder: Carol Ardolino, Collaborative Research Staff

Members Present: Tom Kidder, Bob Sideleau, Christine Romanik, Charlotte Burch, Ric Browne, Jennifer Loschiavo, Jerod Geter, Leif Mitchell, Ken Teel, Jose Garcia, Africka Hinds-Ayala, Adaline DeMarrais, Jerome Harris

Summary of Council Business Votes:
Vote on Membership Application

Welcome, Moment of Silence, and Introductions

Co-Chair Bob Sideleau called the meeting to order at 12:10 PM. He led the group in a moment of silence to remember and respect all individuals whose lives have been touched by HIV/AIDS. Mr. 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. Council members introduced themselves by name, affiliation and residence. Members of the public introduced themselves by name, only.

(1.0) Co-Chair Announcements

Bob Sideleau provided the following announcements:

- (1.1) There was not a conference call with HRSA.
- (1.2) The Executive Committee is reviewing the Goals and Objectives for the Comprehensive Plan. The goals as developed will be sent by email to all Council Members for review and comment. Please review and provide feedback prior to the December meeting. The vote to approve the plan will be held at the December meeting because the submission is required to HRSA by January 5, 2009.
- (1.3) Awilda Gonzalez has officially resigned from the Planning Council.

(2.0) Public Comment

Alex Garbara announced that the Mayor's Task force on AIDS had a great meeting on October 29. Please get the word out to consumers if anyone is interested in serving on the Task Force.

(3.0) Approval of Meeting Summary

Members reviewed the Friday, October 10, 2008 meeting summary for accuracy.

- (3.1) Adaline DeMarrais motioned to approve the minutes. Ric Browne seconded the motion.



Ryan White Planning Council

New Haven & Fairfield Counties

Robert Sideleau & Thomas Kidder, Co-Chairs

(3.2) Corrections noted: Spelling: Afrikca Hinds-Ayala, Jerod Geter, Ric Browne. Attendance: Brian Datchler attended the meeting. Voting: Ken Teel abstained as required from votes.

FOR: Tom Kidder, Christine Romanik, Charlotte Burch, Ric Browne, Jennifer Loschiavo, Jerod Geter, Leif Mitchell, Jose Garcia, Africka Hinds-Ayala, Adaline DeMarrais, Jerome Harris

NO: NONE

ABSTENTIONS: Bob Sideleau

(4.0) Membership Finance Committee

Co-Chair Ken Teel reported on the Membership Finance Committee. He welcomed the new applicants, and stated that the approval process went very quickly due to the swift turn around in the Mayor's Office. He highlighted the by-laws revisions that were discussed at the last meeting on November 6, 2008. These included:

- (a) the removal of term limits
- (b) Co-Chair eligibility
- (c) roles and responsibilities of co-chairs
- (d) roles and responsibilities of committees
- (e) staggered terms for the junior and senior co-chairs of committees

He stated that all of the by-law recommendations will be forwarded to the Strategic Planning and Assessment Committee. He stated how important the by-laws are to the Planning Council. And the development of the co-chair job descriptions provided a good dialogue for the roles and responsibilities of co-chairs. The discussion will be an interesting opportunity for training in conjunction with HRSA guidelines. The committee discussed regular and periodic training, maybe quarterly. The committee discussed developing a strategy for older Planning Council members to mentor newer Planning Council members. The committee discussed developing team building exercises, as well as leadership building for those interested in chairmanship. The committee also would like an informal telephone call regarding deficient attendance be placed initially.

New member Tomi Simmons was approved by the committee. She is a good candidate, as she meets HRSA requirements. Motion for membership made by Ken Teel (no second required).

FOR: Tom Kidder, Christine Romanik, Charlotte Burch, Ric Browne, Jennifer Loschiavo, Jerod Geter, Leif Mitchell, Jose Garcia, Africka Hinds-Ayala, Adaline DeMarrais, Jerome Harris

NO: NONE

ABSTENTIONS: Bob Sideleau, Ken Teel

Next meeting will be December 4, 2008, 12:00 PM to 2:00 PM at Hill Health Center.

(5.0) Strategic Planning and Assessment Committee

Co-Chair Leif Mitchell reported on the SPA committee. He thanked Ken and Bob for the discussion at the Membership Finance Committee, and appreciated how much their work helped SPA. Because the policy and procedure manual was never developed, strengthening the by-laws will see that policies and procedures are in place. They will email a copy of changes in the by-laws a week prior to the SPA meeting on December 4, 2008. Please come to the meeting prepared.

He also asked that those in attendance review the feedback form and make comments as to whether it captures all of the needed information.



Ryan White Planning Council

New Haven & Fairfield Counties

Robert Sideleau & Thomas Kidder, Co-Chairs

Next meeting will be December 4, 2008, 2:00 PM to 4:00 PM at Hill Health Center.

(6.0) Quality Improvement Committee

Charlotte Burch reported that the last Quality Improvement Committee meeting was held on November 7, 2008. They discussed the POD process and integrated work groups for medical case management. The TGA is achieving necessary levels and will be moving to client level data. Next meeting will be December 5, 2008, 12:00 PM to 2:00 PM at Hill Health Center.

(7.0) Ryan White Office Report

Tom Butcher stated that all services must be provided in all areas. Regional planning meetings are needed to see that the Planning Council's designated six priority populations are served in all regions.

The RFP will be out toward the end of November. We need an HIV continuum of care model. Applications will be due back at the end of January 2009. The contract year starts beginning March 1, 2009, however we don't have a full year budget from Congress so we should examine contingency plans based on a potential partial grant award from HRSA.

(8.0) New/Old Business--NONE

(9.0) Public Comment--NONE

(10.0) Announcements

- (1) Matt Lopes stated that New Haven would celebrate World Aids Day on December 1, 2008 at the United Church on the Green from 12:00PM to 1:00PM.
- (2) Jerod Geter said there would be workshops from 8AM to 4PM on December 1, 2008, at the Holiday Inn Downtown Bridgeport. Please see Jenifer if you want to participate.
- (3) Lief Mitchell announced that Tom Cotes from UCLA will give a talk on what is next in HIV prevention from 12:30PM to 1:30PM Thursday, on the CIRA web site.
- (4) Lief Mitchell also stated that Governor Rell has asked for a 10% cut in State budgets. There is a possibility that the State Department of Health will cut \$3 million from the AIDS services line item for next year. We will know more in January. Be prepared, get information back on how you are providing services.
- (5) Carolee Paruta said that Stamford would be observing World Aids Day with an interfaith service at the United Methodist Church at 7:00PM.
- (6) The Danbury Consortium will hold their observance at the Ethan Allen Inn.

(11.0) Adjournment

The meeting was adjourned at 12:52 PM.