

# Ryan White EMA Planning Council

New Haven & Fairfield Counties

Jerod Geter & Adaline DeMarrais, Co-Chairs

## Membership /Finance Committee

### Meeting Summary

Meeting Date: Thursday, September 3<sup>rd</sup>, 2009  
 Start Time: 12:15  
 End Time: 1:05 p.m.  
 Location: Chase Wellness Center, Bridgeport, CT  
 Presiding Chair: Jerod Geter  
 Recorder: Jeff Daniel, Planning Council Staff

#### SUMMARY OF COMMITTEE BUSINESS VOTES

- Minutes from 8/6
- Membership Application
- 2008 MAI carryover request

#### COUNCIL MEMBER ASSIGNMENTS

- Recruitment Strategies as discussed

#### STAFF MEMBER ASSIGNMENTS

- Prepare meeting summary
- Forward membership applications to the Mayor of City of New Haven
- Update PC membership “grid”
- Prepare PC Membership Flyers for community distribution

#### ATTENDANCE RECORD - 2009

	Committee Members	1/8	2/8	3/5	4/2	5/7	6/4	7/9	8/6	9/3	10/1	11/5	12/3
1.	<b>ADALINE DEMARRAIS* (CO-CHAIR)</b>				●	●	●	●	●	●			
2.	<b>JEROD GETER* (CO-CHAIR)</b>				●	●	●	●	●	●			
3.	JEROME HARRIS		●	●		●	●	●	●	●			
4.	AFRICKA HINDS-AYALA									●			
5.	TOM KIDDER	●	●	●	●	●	●	●	●	●			
6.	BEVERLY LEACH								●				
7.	ROBERTA STEWART	●	●	●	●	●	●	●	●	●			
	<b>Other Attendees</b>												
	RYAN WHITE OFFICE	●	●		●	●	●	●	●	●			
	PC STAFF	●	●	●	●	●	●	●	●	●			
	Other Participants	Charlotte Burch (PC), Leif Mitchell (PC), Jennifer Loschiavo (PC), Brian Datcher, Bob Sideleau											

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## (1.0) **MOMENT OF SILENCE**

Jerod Geter called the meeting to order at 12:15 p.m. A moment of silence was held in recognition of all who have been affected by HIV/AIDS.

## (2.0) **WELCOME AND INTRODUCTIONS**

Jerod asked participants to introduce themselves and reminded attendees that the meeting is public and open to the press. Participants are asked to use good judgment disclosing any personal information during introductions.

## (3.0) **CO-CHAIR ANNOUNCEMENTS**

Jerod announced that he committee will review the PCAT, Membership applications and 6would vote on the 2008 MAI carryover request.

## (4.0) **APPROVAL AUGUST 6<sup>TH</sup>, 2009 MEETING SUMMARY**

**MOTION TO APPROVE MINUTES:** 1<sup>ST</sup>: ROBERTA STEWART; 2<sup>ND</sup>: JEROME HARRIS

**DISCUSSION:** NONE

**FOR:** HARRIS, HINDS-AYALA, KIDDER, STEWART, MITCHELL, BURCH

**AGAINST:** NONE

**ABSTENTIONS:** DEMARRAIS, GETER, LOSCHIAVO

**NOT PRESENT:** BURCH, DEMARRAIS, KIDDER

## (5.0) **NEW /OLD BUSINESS**

### **A. REVIEW MEMBERSHIP/FINANCE PCAT**

- Staff presented the current Planning Council Reflectiveness grid and noted no changes and the continued need for Hispanic Consumers, non-conflicted (in Waterbury and Bridgeport)
- The committee reviewed the committee's PCAT. The committee is on track based on the work activities listed.

### **B. MEMBERSHIP RECRUITMENT AND RETENTION PLANS**

- Jerod and Beverly- Consortium outreach. Jerod said PC membership opportunities were being discussed by his supervisor at the Bridgeport Consortium
- Adaline and Afrika—Adaline reported that by the next meeting they will have a plan for mentoring

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- Leif, Tom K and Roberta-Community Forums—Leif they plan to develop a program over the next five months for all five regions, piggybacking on other community events (New Haven: Mayor’s Task Force on AIDS—10/14; Danbury: World AIDS Day 12/1; Bridgeport: AIDS Walk 10/3)
  - Bob Sideleau cautioned that support groups have their own issues to work on so be careful about using those
  - Roberta said the group would be mindful of the support groups and will call ahead to see if they can get on the groups agenda
  - Charlotte said the day and time of the community forum meetings is very important.
  - Tom K. said it was a good way to get the process going and give us ample time for the next go round

## C. REVIEW OF PLANNING COUNCIL MEMBERSHIP APPLICATIONS

**MOTION TO ENTER EXECUTIVE SESSION TO REVIEW MEMBERSHIP APPLICATIONS: 1<sup>ST</sup>: ROBERTA STEWART; 2<sup>ND</sup>: LEIF MITCHELL**

**DISCUSSION: NONE**

**FOR: BURCH, HARRIS, KIDDER, MITCHELL, LEACH, STEWART, LOSCHIAVO, HINDS-AYALA**

**AGAINST: NONE**

**ABSTENTIONS: DEMARRAIS, GETER**

**MOTION TO EXIT EXECUTIVE SESSION TO REVIEW MEMBERSHIP APPLICATIONS: 1<sup>ST</sup>: ROBERTA STEWART; 2<sup>ND</sup>: CHARLOTTE BURCH**

**DISCUSSION: NONE**

**FOR: BURCH, HARRIS, KIDDER, MITCHELL, LEACH, STEWART, LOSCHIAVO, HINDS-AYALA**

**AGAINST: NONE**

**ABSTENTIONS: DEMARRAIS, GETER**

**MOTION TO MOVE BOB SIDELEAU TO THE PLANNING COUNCIL FOR MEMBERSHIP: 1<sup>ST</sup>: LEIF MITCHELL; 2<sup>ND</sup>: CHARLOTTE BURCH**

**DISCUSSION: NONE**

**FOR: DEMARRAIS, BURCH, HARRIS, KIDDER, MITCHELL, LEACH, STEWART, LOSCHIAVO, HINDS-AYALA**

**AGAINST: NONE**

**ABSTENTIONS: GETER**

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## (6.0) GRANTEE REPORT

Tom Butcher reported the EMA has \$14,494.80 in 2008 MAI carryover funds available.

- The MAI fiscal year ended July 31<sup>st</sup>, 2008. In order to apply for the carryover, the M/F Committee must make a recommendation to the Planning Council, have the Planning Council approve the request and the Ryan White Office must apply for the carryover monies (to HRSA) by September 30<sup>th</sup>, 2009.
- The M/F committee reviewed the current MAI funded service categories: 1) Ambulatory Outpatient Medical Care 2) Substance Abuse Outpatient 3) Medical Case Management 4) Mental Health Services. The goals of the carryover request are 1) get the money to providers for quick use by consumers 2) pay for services not salaries
- The M/F committee will make a motion to request that the 2008 MAI carryover funds be equally distributed among the five regions and be used in Ambulatory Outpatient Medical Care, more specifically for Laboratory services. This motion is based on 1) AOMC is HRSA's #1 service priority 2) Lab expenditures are easy to document in QI activities as it pertains to a client's health outcomes 3) It is cost effective and 4) It supports Persons Living with HIV/AIDS (PLWHA) that are in care

**MOTION FOR 2008 MAI CARRYOVER REQUEST: 1<sup>ST</sup>: ROBERTA STEWART; 2<sup>ND</sup>: LEIF MITCHELL**

**DISCUSSION: NONE**

**FOR: DEMARRAIS, BURCH, HARRIS, KIDDER, MITCHELL, LEACH, STEWART, LOSCHIAVO, HINDS-AYALA**

**AGAINST: NONE**

**ABSTENTIONS: GETER**

## (7.0) ANNOUNCEMENTS

- Jerod Geter announced the Bridgeport AIDS walk on 10/3 at 8 a.m.
- Tom Kidder announced a Social Security workshop, sponsored by the Agency of Aging of South Central Connecticut was being conducted on Thursday, August 20 from 9 a.m. to 1 p.m.

## (8.0) ADJOURNMENT

The meeting was adjourned at 1:05 p.m.