

Executive Committee Meeting Minutes

Meeting Date: Friday, August 12, 2022
Start Time: 9:40 am
End Time: 10:15 am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Chris Cole
Recorder: Michael Koran

Summary of Committee Business Votes

- Approval of Minutes from the June 10, 2022, meeting

(1.0) Moment of Silence

Chris called the meeting to order at 9:40 am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

Chris welcomed everyone.

(3.0) Co-Chair Announcements

- Looking for a Co-chair for the Quality Improvement Committee.
- HRSA Project Officer Call on Tuesday, August 16, 2022, at 10:00am – 11:00am.

(4.0) Approval of June 10, 2022, Meeting Minutes

A motion to approve the June 10, 2022, minutes was made by Mitchell Namias and seconded by Gigi Chaux

For: (1) Namias

Against: (0)

Abstain: (3) Chaux, Cole, Santella

(5.0) Planning Council Committee Reports

Strategic Planning & Assessment Committee

Mitchell Namias gave the following report:

Here is a summary of our meetings that were held on August 3, 2022 and August 4, 2022:

1. We had the 2023 PSRA Session, and we will be reviewing the Priorities and Resource Allocations at the Planning Council meeting. Our presentation for the PSRA outcomes will also act as the Planning Council training.

Quality Improvement

There was no meeting this month

Membership/Finance

Gigi Chaux gave the following report:

Here is a summary of our meeting that was held on June 10, 2022:

1. We reviewed the MEM/FI PCAT
2. Reviewed the Planning Council Feedback from the May PC Meeting
3. Reviewed the one applicant who still needs to attend another committee meeting to meet their attendance requirement.

Roberta Stewart & Chris Cole, Co-Chairs

4. We reviewed Member Attendance
5. Reviewed the Membership Reflectiveness Mandate

Discussed several ways to engage new members such as reaching out to Pride Centers, Consumer Advisory Groups and bringing PC materials to various Pride events.

(6.0) Recipient's Office Report

- Tom Butcher shared the recipients report. Two contracts that have been fully executed, PC Support Staff and CQM Consultant.
- Lakeisha and Tom have received all the paperwork from all of the leads for the Service Contracts which are in effect until the end of October.
- Working on the Non-Compete Continuation Progress Report. This is in place of the Grant Application since we have moved to a three-year Grant Application.
- Carryover was \$43,054. Carryover Submission is due on the 29th of August.
- Working on the Regional CQM Plans. We are the only ones nationally on the regional model, so each region must present.

(7.0) New/Old Business

- **Review Planning Council Budget**
Staff will be presenting this in September for the previous months.
- **Review Planning Council Meeting Agenda**
The Planning Council Meeting agenda was reviewed, and it was determined that it was good.
- **Parking Lot Items**
None
- **Announcements**
None
- **Adjournment** – 10:10 am

Roberta Stewart & Chris Cole, Co-Chairs

Attendance Record - 2022

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sep	Oct	Nov
1	Gigi Chaux (M/F Co-Chair)	X	X	X	X	X	A	X			
2	Chris Cole PC Co-Chair	X	X	A	X	A	A	X			
3	Joanne Montgomery (SPA Co-Chair)	A	X	X	X	A	X	A			
4	Mitchell Namias (SPA Co-Chair)	X	A	X	X	X	X	X			
5	Rich Radocchia (M/F Co-Chair)	X	X	X	A	X	A	A			
6	Anthony Santella (QI Co-Chair)	-	-	-	-	-	-	X			
7	Roberta Stewart PC Co-Chair	X	A	X	X	X	X	A			
	Ryan White Office	X	X	X	X	X	X	X			
	Planning Council Staff	X	X	X	X	X	X	X			
	% of Committee present:	88%	75%	88%	88%	71%	57%	57%			

Guests: Jean Brown, Samuel Bowens, Katarzyna Olechowska
 Planning Council Guests: Ken Flyte