



Ryan White Planning Council

New Haven & Fairfield Counties
Ken Teel and Awilda Gonzalez, Co-Chairs

Membership & Finance Committee Meeting Summary - FINAL FAST FACT PAGE

Meeting Date: Thursday, July 3, 2008 from 2:00 to 4:00 pm (*special time change with SPA committee)
Start Time: 3:00 pm
End Time: 4:15 pm
Location: Optimus Health Care, Inc, Bridgeport, CT
Presiding Chair: Ken Teel
Recorder: Sara Nichols, Planning Council Staff

Summary of Council Business Votes

- Approval of Meeting Minutes for June 5, 2008
- Motion to move the Resource Allocation Process to the July 11, 2008 Planning Council for approval.

Council Member Assignments

- Send information regarding other funding sources available in the TGA for people living with HIV/AIDS to Sara Nichols before August 7th meeting.
- All members will actively recruit new members to apply for participation on Planning Council

Staff Assignments

- Post approved meeting minutes (6/5/08) on website (www.ryanwhitecare.org)
- Prepare meeting minutes for 7/3/08.
- Research other funding sources available in the TGA for people living with HIV/AIDS
- Update the Planning Council Membership reflectiveness matrix and distribute next meeting.

Attendance Record - 2008

Committee Members	1/31	2/28	3/27	4/24	5/1	6/5	7/3	8/7	9/4	10/2	11/6	12/4
Carlos Barbier	●	●		●	●							
Adaline DeMarrias	●	●	●	●		●	●					
Jose Garcia	●	●	●	●	●	●						
Awilda Gonzalez	●		●		●	●	●					
Africka Hinds-Ayala												
Tom Kidder	●	●		●	●	●	●					
Robert Sideleau	●	●	●	●	●	●	●					
Roberta Stewart	●	●		●	●	●	●					
Ken Teel	●	●	●	●			●					
Ryan White Office	●	●	●	●	●	●						
Planning Council Staff	●	●	●	●	●	●	●					
PC Members & Public Participants	7/3/08 – Heather Garofalo, Dennis Torres, Ric Browne, Jerome Harris, Jennifer Loschiavo, Leif Mitchell											



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Welcome and Introductions

Co-Chair Ken Teel began the Committee meeting at 3:00 p.m, immediately following the conclusion of the SPA committee. A moment of silence was held in recognition of all who have been affected by HIV/AIDS.

Co-Chair Announcements and Meeting Objectives

Ken Teel announced this meeting time was scheduled at a different time this month in order for the SPA committee to complete the Priority Setting process, and that this information was needed in order to move into the Resource Allocation process that the Membership/Finance Committee has been tasked to complete. He reviewed the agenda for the meeting and stated the objective of the meeting is to discuss the overall process of resource allocation for the planning of the 2009 fiscal year. He distributed a handout outlining this process for consideration (handout included in the minutes). There were no questions.

Approval of the Meeting Summary

Mr. Teel asked attendees to review the June 5, 2008 Committee Meeting Summary for accuracy and content.

- Adaline DeMarrias made a motion to approve the 6/5/08 Meeting Summary, Robert Sideleau seconded the motion. Discussion regarding corrections noted: clarification on description of usage of the ID cards page 3. Vote to approve with noted correction carried 3 yes and 3 abstentions. In Favor: Garcia, Stewart, Sideleau. Opposed: none; Abstentions: DeMarrais, Harris, Gonzalez.

New/Old Business

- Ken Teel stated that the Resource Allocation process is new this year. He acknowledged there isn't a full understanding on how the special populations data this will be incorporated, however he encouraged members that he will do his best to facilitate creating this process together.
- Mr. Teel referred to the handout. The goal of the planning council is to bring in and maintain people living with HIV/AIDS in medical care. The current task of the committee is to determine the dollar amount "ask" for the HRSA grant application for fiscal year 2009.
- He stated that it will be important to review the current environment that includes the epidemiology data and other funding available in the TGA that is intended to serve PLWHA.
- Mr. Teel opened the floor to discuss current **environment issues** for consideration.
- Awilda Gonzalez stated that when looking at other funders, it is important to understand what exactly they pay for.
- Ken Teel stated that it is also important that members of the committee state any conflict of interests when discussing funding for services. For example, Mr. Teel stated he has a conflict of interest for Housing because he works for a housing services agency.
- Tom Kidder stated that the Governors budget does include the State Supplemental funding for FY09 however it won't be available for the following year.
- Roberta Stewart asked if the current environment includes the current economic situation and if there was information out there for consideration. For example, data on cost of living index,



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unemployment records, Connecticut food bank. Adaline DeMarrais added that the financial emergency must have bare some consideration on the resource allocations.

- Ric Browne added seeking information about local energy assistance programs.
- Leif Mitchell noted the overflow shelters are closing in New Haven.
- Roberta Stewart stated that RW funds support housing specialists not covered by HOPWA funds.
- Members listed the other funding sources to consider: Ryan White Parts B, C, D and SPNS; MAI and State Supplemental Funds; HOPWA; SAMHSA; DSS housing; CADAP; Medicaid/Title XIX; SAGA; Food stamps
- Ken Teel requested staff to gather data on other funding sources for consideration as discussed. Sara Nichols added if any members have access to specific data sets that may be helpful, that they forward that to her before August 5th.

- Mr. Teel moved the discussion on the formula **for using unit cost** to determine a cost for services. Roberta Stewart inquired why this council would use a unit cost figure when HRSA has never provided technical assistance regarding this. Leif Mitchell added that based on health disparities research, services have different costs associated per different subpopulations.
- Heather Garofalo stated her concerns with this formula because utilization information indicates more services are provided than money is actually available to serve.
- Tom Kidder stated that the unit cost issue is imperfect, however there is no standard available.
- Ric Browne added that this may be an item for the Quality Improvement Committee to investigate a unit of cost per services.
- Ken Teel asked members if they would be willing to live with this process. The process issues include what formula to include and what the unit cost definition is.
- There was consensus to use the unit cost formula as presented in the handout.
- Mr. Teel noted the time and asked if the committee wished to extend the meeting. Roberta Stewart motioned to extend the meeting 15 minutes, Robert Sideleau seconded the motion. Motion passed (see voting record).

- Ken Teel asked the committee if they could buy in to the process as presented on the handout.
- Leif Mitchell stated the overlaps in special population would make a rate build of services difficult. Dennis Torres agreed that there would conflicting numbers by using the rate build up methodology. Roberta Stewart asked where did the other data sets factor in with this process.
- Ken Teel stated he hears the committee has consensus on using unit cost formula but does not buy in to the rate build up by special populations.
- The committee concluded they would like to see the rate build for the overall TGA compared to the rate build up per special populations to see if there is any difference to consider.
- Ken Teel asked for motion to present to the planning council on the process to be used for the resource allocation.
- Robert Sideleau made the motion that the committee will use unit cost to determine the service allocation, with the consideration of other funding and epidemiology profiles, and to analyze two rate build up calculations for the TGA and for the Special Populations. Dennis Torres seconded the motion. The motion passed (see voting record).



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Announcements

Ken Teel announced the next meeting will be Thursday, August 7 at 12 – 2pm at Hill Health Center in New Haven.

Adjournment

Ken Teel adjourned the meeting at 4:15 p.m.

Voting Record

	<i>PC Committee Members</i>	<i>6/5/08 Meeting Minutes</i>	<i>Motion to extend the meeting 15 minutes</i>	<i>Motion to move RA Process Recommendation to 7/11/08 PC Mtg</i>
1.	Carlos Barbier	NP	NP	NP
2.	Adaline DeMarrias	Y	Y	NP
3.	Jose Garcia	NP	NP	NP
4.	Awilda Gonzalez	Y	Y	Y
5.	Africka Hinds-Ayala	NP	NP	NP
6.	Tom Kidder	Y	Y	Y
7.	Robert Sideleau	Y	Y	Y
8.	Roberta Stewart	Y	Y	AB
9.	Ken Teel	AB	AB	AB
10.	Ric Browne	AB	O	Y
11.	Leif Mitchell	AB	O	NP
12.	Dennis Torres	AB	Y	Y
13.	Jerome Harris	AB	O	Y
14.	Jennifer Loschiavo	AB	Y	Y

Y = yes; O = opposed; AB = abstention; NP = not present at time of vote; NV = no vote