

Rich Radocchia & Gigi Chaux, Co-Chairs

Membership/Finance Committee Meeting Minutes

Meeting Date: Friday, May 13, 2022
Start Time: 10:30 am
End Time: 11:40 am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Rich Radocchia
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval of April 8, 2022, Meeting Minutes.
- Approval of 4 Applicants who have met their attendance requirements.

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council By-Laws
- Recruit/Promote Planning Council to increase PLWHA participation

Staff Member Assignments

- Facilitate Council Membership Process
- Maintain Attendance Records for all meetings
- Maintain Council Reflectiveness "Grid"

(1.0) Moment of Silence

Rich called the meeting to order at 10:30am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

All participants introduced themselves.

(3.0) Co-Chair Announcements

- The Quality Improvement Committee is looking for a co-chair
- The SPA and QI meetings for June have been moved from 6/2 to 6/9.

(4.0) Approval of April 8, 2022, Meeting Minutes

A motion to approve the April 8, 2022, minutes was made by Ken Flyte and seconded by Mitchell Namias.

For: (7) Ardila, Chaux, Flyte, Lame, Namias, Santella, Stewart

Against: (0)

Abstain: (2) Gluz, Radocchia

(5.0) New Business/Old Business

a. Review Membership/Finance Planning Council Activity Timeline (PCAT)

The committee reviewed the PCAT and determined it was on target with all assigned activities.

b. Review Planning Council feedback from April 8, 2022, Planning Council Meeting

The committee reviewed the feedback from April 8, 2022. There were many comments and all were favorable.

c. Manage Membership Application Process

Roberta Stewart made a motion to move into executive session and Albana Lame seconded it.

For: (9) Ardila, Chaux, Flyte, Gluz, Lame, Namias, Radocchia, Santella, Stewart

Against: (0)

Abstain: (0)

Roberta Stewart made a motion to come out of executive session and Ken Flyte seconded it. **For:**

(9) Ardila, Chaux, Flyte, Gluz, Lame, Namias, Radocchia, Santella, Stewart

Against: (0)

Abstain: (0)

Roberta Stewart made a motion to approve all applicants who have met their attendance requirements, Sam Bowens, Karina Danvers, Benjamin Saldana and Katarzyna Olechowska and Mitchell Namias seconded it:

For: (9) Ardila, Chaux, Flyte, Gluz, Lame, Namias, Radocchia, Santella, Stewart

Against: (0)

Abstain: (0)

d. Review Planning Council Member Attendance

We are continuing to reach out to members who have not been to a meeting and offering help to barriers that they may be experiencing.

e. Analyze Planning Council Membership for Federal Reflectiveness Mandate

This was reviewed and areas were discussed that need improvement. Staff is going to update the reflectiveness grid with the new EPI data from CTDPH for next month.

f. Assist with Membership Recruitment Campaign -

Rich & Gigi reported on their progress with this.

g. Determine Planning Council Training

- June – Staff will give a high level presentation on the Priority Setting & Resource Allocation Process.

(6.0) Parking Lot Items

There are none

(7.0) Announcements

None

(8.0) Adjournment

The meeting adjourned at 10:40am

Membership Finance Committee Attendance Record – 2022

	Council Member	Jan	Feb	Mar	April	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	A	A	X	X					
2.	Gigi Chaux, Co-Chair	X	X	X	X	X					
3.	Max Cisneros	A	A	A	A	A					
4.	Cassandra Cokley	A	A	A	A	A					
5.	<i>Chris Cole PC Co-Chair</i>	X	X	A	X	A					
6.	Brian Datcher	A	X	A	A	A					
7.	Armando Erba	A	A	A	A	A					
8.	Kenneth Flyte	X	X	X	X	X					
9.	Lisa Gluz	A	A	X	X	X					
10.	Robert James	A	A	A	A	A					
11.	Albana Lame	X	X	X	X	X					
12.	Ronald Montague	A	A	A	A	A					
13.	Joanne Montgomery	A	A	X	X	A					
14.	Mitchell Namias	X	A	X	X	X					
15.	Daniel Pettit	A	A	A	A	A					
16.	Richard Radocchia, Co-Chair	X	X	X	A	X					
17.	Anthony Santella	X	X	X	X	X					
18.	<i>Roberta Stewart PC Co-Chair</i>	X	A	X	X	X					
19.	Charlotte Teel	A	A	A	A	A					
	Ryan White Office	X	X	X	X	X					
	Planning Council Staff	X	X	X	X	X					
	% of Council present:	48%	38%	48%	52%	47%					

Guests: Jean Brown

Ryan White Planning Council Membership Reflectiveness
New Haven and Fairfield Counties
Planning Council Composition as of June 1, 2022

# of Planning Council Members	23								
Representation Requirements									
1. Health-care providers, including federally qualified health centers							X		
2. Community-based organizations serving affected populations and AIDS-service organizations							X		
3. Soc.-service providers, inc. housing and homeless-services providers							X		
4. Mental-health providers							X		
5. Substance-abuse providers							X		
6. Local public health agencies							X		
7. Hospital planning agencies or health-care planning agencies							X		
8. Affected communities, including individuals with HIV disease or AIDS, and historically under-served groups and subpopulations							X		
9. Non-elected community leaders							X		
10. State Medicaid agency							X		
11. State agency administering the Part B program							X		
12. RWTMA grantees under Part C							X		
13. RWTMA grantees under section 2671 (including Part D)							X		
14. Grantees under other Federal HIV programs, including HIV-Prevention Programs							X		
15. Formerly incarcerated PLWH/A or their representatives							X		
16. PLWH/A with Hepatitis C Co-Infection							X		
NHFF Profile*									
Gender	Target	PC	Non-Conflicted HIV Status		Target	PC	HIV Status	Target	PC
Men	66%	57%		Current	> 33%	39%	Positive	33%	52%
Women	34%	43%					Negative	NA	48%
Members by Region	Target**	PC		Race/Ethnicity	Target	PC	Risk	Target	PC
1, New Haven	34%	30%		Black	38%	26%	IDU	25%	9%
2, Waterbury	20%	17%		Hispanic	32%	22%	MSM	31%	64%
3, Bridgeport	25%	22%		White	27%	48%	MSM/IDU	2%	9%
4, Stam./Norw.	16%	9%		Other	3%	4%	Hetero	32%	18%
5, Danbury	5%	9%		Note: "Other" race includes Asian, American Indian, Alaskan Native, American Indian, Alaskan Native, Pacific Islander and multi-racial.			Pedi/Other	2%	0%
Out of EMA	0%	13%					Other	8%	0%
Unidentified	0%	0%							
*Target percentage information provided by CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/20"									

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Planning Council Attendance												
#	Council Member	Jan	Feb	March	April	May	June	Aug	Sept	Oct	Nov	Absences
1	Inthiany Ardila	X	A	X	X	X						0
2	Gigi Chaux	X	X	X	X	X						0
3	Max Cisneros	A	A	A	A	A						1
4	Cassandra Cokley	A	X	X	A	A						1
5	Christopher Cole	X	X	X	X	A						1
6	Brian Datcher	A	A	A	A	A						1
7	Armando Erba	A	A	A	A	A						1
8	Kenneth Flyte	X	X	X	X	X						0
9	Lisa Gluz	A	A	X	A	X						0
10	Robert James	A	A	A	A	A						1
11	Albana Lame	X	X	X	X	X						0
12	Ronald Montague	A	A	A	A	A						1
13	Joanne Montgomery	A	X	X	X	A						1
14	Mitchell Namias	X	X	X	X	X						0
15	Daniel Pettit	A	A	A	A	A						1
16	Richard Radocchia	X	X	X	A	X						0
17	Anthony Santella	X	X	X	X	X						0
18	Roberta Stewart	X	X	X	X	X						0
19	Charlotte Teel	A	A	X	X	X						0

Executive Committee Attendance												
Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences	
Gigi Chaux (MF)	X	X	X	X	X						0	
Chris Cole (Council Co-Chair)	X	X	A	X	A						1	
Albana Lame (QI)	X	X	X	X	X						0	
Joanne Montgomery (SPA)	A	X	X	X	A						1	
Mitchell Namias (SPA)	X	A	X	X	X						0	
Rich Radocchia (MF)	X	X	X	A	X						0	
Roberta Stewart (Council Co-Chair)	X	A	X	X	X						0	

Planning Council Committee Attendance												
#	Council Member	Jan	Feb	March	April	May	June	Aug	Sept	Oct	Nov	Absences
1	Inthiany Ardila	SPA; QI	SPA; QI	SPA; QI	MF	SPA;QI MF						0
2	Gigi Chaux	SPA;MF; QI	SPA;MF; QI	QI;MF	SPA;MF; QI	SPA;QI MF						0
3	Max Cisneros	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT						1
4	Cassandra Cokley	ABSENT	ABSENT	MF	ABSENT	ABSENT						1
5	Christopher Cole	SPA;MF; QI	SPA;MF; QI	SPA; QI	SPA;MF; QI	ABSENT						1
6	Brian Datcher	ABSENT	ABSENT	QI	ABSENT	ABSENT						1
7	Armando Erba	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT						1
8	Kenneth Flyte	MF	MF	MF	MF	MF						0
9	Lisa Gluz	ABSENT	ABSENT	MF	MF	MF						0
10	Robert James	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT						1
11	Albana Lame	SPA;QI; MF	SPA;QI; MF	QI;MF	SPA;QI; MF	SPA;QI MF						0
12	Ronald Montague	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT						1
13	Joanne Montgomery	SPA;QI	SPA	SPA; MF	SPA;QI; MF	ABSENT						1
14	Mitchell Namias	SPA; MF	SPA	SPA; MF	SPA;QI; MF	SPA;QI MF						0
15	Daniel Pettit	ABSENT	ABSENT	ABSENT	ABSENT	ABSENT						1
16	Richard Radocchia	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	ABSENT	SPA;QI MF						0
17	Anthony Santella	MF	MF	MF	MF	MF						0
18	Roberta Stewart	SPA;QI; MF	SPA;QI	SPA;QI; MF	SPA;QI; MF	SPA;QI MF						0
19	Charlotte Teel	ABSENT	ABSENT	ABSENT	ABSENT	SPA						0

SPA: Strategic Planning & Assessment Committee | QI: Quality Improvement Committee | M/F: Membership/Finance Committee