

*Max Cisneros & Rich Radocchia, Co-Chairs*

**Membership/Finance Committee Meeting Minutes**

**Meeting Date:** Friday, June 12, 2020  
**Start Time:** 10:34 am  
**End Time:** 11: 42 am  
**Location:** Zoom Teleconference  
**Presiding Chair:** Max Cisneros  
**Recorder:** Sara Seaburg

**Summary of Committee Votes**

- Approval of May 15, 2020 Meeting Minutes

**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**

Max called the meeting to order at 10:34 am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

**(1.0) Welcome and Introduction**

All participants introduced themselves.

**(2.0) Co-Chair Announcements**

Max announced that Rich Radocchia will return as the M/F co-chair.

**(3.0) Approval of May 15, 2020 Meeting Minutes**

A motion to approve the May 15, 2020 minutes was made by Lauren Gau and seconded by Joanne Montgomery

**For: (7)** Gau, Cole, Ardila, Pettit, Namias, Colbert, Lame

**Against: (0)**

**Abstain: (6)** Radocchia, Montgomery, Delgado, Montague, Cokely, Cisneros

**(4.0) 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. Manage the Membership Application Process**

We currently have 2 application in process where attendance requirements have been met and the Planning Council co-chair application of Roberta Stewart to review.

Chris Cole made a motion to move into executive session and Joanne Montgomery seconded it.

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**For: (13)** Gau, Cole, Ardila, Pettit, Namias, Colbert, Lame, Radocchia, Montgomery, Delgado, Montague, Cokely, Cisneros

**Against: (0)**

**Abstain: (0)**

Joanne Montgomery made a motion to move out of executive session and Lauren Gau seconded it.

**For: (13)** Gau, Cole, Ardila, Pettit, Namias, Colbert, Lame, Radocchia, Montgomery, Delgado, Montague, Cokely, Cisneros

**Against: (0)**

**Abstain: (0)**

Joanne Montgomery made a motion to approve the membership applications of Robert James and Armando Erba and move them to Planning Council for final approval and Chris Cole seconded it.

**For: (13)** Gau, Cole, Ardila, Pettit, Namias, Colbert, Lame, Radocchia, Montgomery, Delgado, Montague, Cokely, Cisneros

**Against: (0)**

**Abstain: (0)**

Joanne Montgomery made a motion to approve the Planning Council co-chair application of Roberta Stewart and Chris Cole seconded it.

**For: (13)** Gau, Cole, Ardila, Pettit, Namias, Colbert, Lame, Radocchia, Montgomery, Delgado, Montague, Cokely, Cisneros

**Against: (0)**

**Abstain: (0)**

Chris Cole made a motion to extend the meeting 10 minutes and Joanne Montgomery seconded it.

**For: (13)** Gau, Cole, Ardila, Pettit, Namias, Colbert, Lame, Radocchia, Montgomery, Delgado, Montague, Cokely, Cisneros

**Against: (0)**

**Abstain: (0)**

c. **Analyze PC Membership for Federal Reflectiveness Mandate**

The committee analyzed Planning Council membership for the Federal Reflectiveness Mandate. The Non-Conflicted HIV Status target is greater than 33% and our current percentage is 38%. We also discussed that our maximum number of PC members is 45 and to work towards that goal as well as keeping in mind our reflectiveness mandate from HRSA.

d. **Planning Council Meeting Feedback from May 15, 2020.**

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Staff presented the survey results and overall feedback was good. Recommended updates to the way questions were asked were made and staff will make these updates.

**e. Determine Future Planning Council Training**

Staff will work on an online training system and collaborate with Joanne to get the first module completed.

**f. Recipient's Office Report**

Lakeisha presented the final Expenditures by Service Category by Region report. There was concern with the amount of funds leftover different regions where no budget revision had been done. The committee discussed various way to ensure these funds are used to their maximum capacity.

**(5.0) Open Parking Lot Items**

ITEM	STATUS
Follow up with HRSA on how race/ethnicity information is captured on the reflectiveness	Awaiting HRSA Guidance

**(6.0) Adjournment**

The meeting adjourned at 11:42 am



NEW HAVEN / FAIRFIELD  
**COUNTIES**  
 RYAN WHITE PLANNING COUNCIL

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**Membership Finance Committee Attendance Record – 2020**

	<b>Council Member</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>
1.	Inthiany Ardila	X	A	-	-	X	X				
2.	<b>Max Cisneros Co-Chair</b>	A	X	-	-	A	X				
3.	Cassandra Cokley	X	X	-	-	A	X				
4.	David Colbert	A	A	-	-	X	X				
5.	<i>Chris Cole PC Co-Chair</i>	X	X	-	-	X	X				
6.	Loreen Cuiman	X	X	-	-	A	A				
7.	Sabrina Delgado	A	X	-	-	A	X				
8.	Linda Ferraro	-	-	-	-	-	A				
9.	Kenneth Flyte	-	-	-	-	-	A				
10.	Lauren Gau	X	X	-	-	X	X				
11.	Lisa Gluz	X	X	-	-	A	A				
12.	Albana Lame	X	A	-	-	X	X				
13.	Ronald Montague	-	X	-	-	A	X				
14.	Joanne Montgomery	X	X	-	-	X	X				
15.	Mitchell Namias	-	-	-	-	X	X				
16.	Daniel Pettit	A	A	-	-	X	X				
17.	Richard Radocchia	X	A	-	-	X	X				
18.	<i>Roberta Stewart PC Co-Chair</i>	X	X	-	-	X	A				
19.	Charlotte Teel	A	A	-	-	A	A				
	Ryan White Office	X	X	-	-	X	X				
	Planning Council Staff	X	X	-	-	X	X				
	<b>% of Council present:</b>	<b>63%</b>	<b>63%</b>	-	-	<b>53%</b>	<b>68%</b>				

Guests :Armando Erba, Robert James



# NEW HAVEN / FAIRFIELD COUNTIES RYAN WHITE PLANNING COUNCIL

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## REFLECTIVENESS

New Haven and Fairfield Counties

### Planning Council Composition as of August 1, 2020

# of Planning Council Members				21						
<b>Representation Requirements</b>										
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			
<b>NHFF Profile*</b>										
				<b>Non-Conflicted HIV Status</b>				<b>HIV Status</b>		
<b>Gender</b>	Target	PC		Target	PC			Target	PC	
Men	66%	48%		Current	> 33%	38%		Positive	33%	52%
Women	34%	52%						Negative	NA	48%
<b>Members by Region</b>	Target**	PC		<b>Race</b>	Target	PC		<b>Risk</b>	Target	PC
Region 1, New Haven	34%	24%		Black	38%	33%		IDU	28%	9%
Region 2, Waterbury	20%	14%		White	27%	67%		MSM	28%	55%
Region 3, Bridgeport	25%	33%		<b>Ethnicity</b>	Target	PC		MSM/IDU	2%	9%
Region 4, Stam./Norw.	16%	5%		Hispanic	32%	19%		Hetero	29%	27%
Region 5, Danbury	5%	10%		Other	3%	0%		Presumed Hetero	3%	0%
Out of EMA	0%	14%						Pedi/Other	2%	0%
Unidentified	0%	0%						Other	8%	0%

\*Target percentage information provided by CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/17"



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Planning Council Attendance													
#	Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences	
1	Inthiany Ardilla	X	X	-	-	X	X					0	
2	Max Cisneros	A	X	-	-	A	X					2	
3	Cassandra Cokley	X	X	-	-	A	A					2	
4	David Colbert	X	X	-	-	X	X					0	
5	Christopher Cole	X	X	-	-	X	X					0	
6	Loreen Cuiman	X	X	-	-	A	A					2	
7	Sabrina Delgado	X	X	-	-	X	X					0	
8	Linda Ferraro	-	-	-	-	A	A					2	
9	Ken Flyte	-	-	-	-	A	A					2	
10	Lauren Gau	X	X	-	-	X	X					0	
11	Lisa Gluz	X	X	-	-	A	A					2	
12	Albana Lame	X	A	-	-	X	X					1	
13	Ronald Montague	-	X	-	-	A	A					2	
14	Joanne Montgomery	X	X	-	-	X	X					0	
15	Mitchell Namias	-	-	-	-	X	X					0	
16	Daniel Pettit	A	A	-	-	X	X					2	
17	Richard Radocchia	X	X	-	-	X	X					0	
18	Roberta Stewart	X	X	-	-	X	A					1	
19	Charlotte Teel	X	X	-	-	X	X					0	

Executive Committee Attendance												
Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences	
Max Cisneros (MF)	A	X	A	X	A	X					3	
David Colbert	-	-	X	X	X	X					0	
Chris Cole (Council Co-Chair)	X	X	X	X	X	X					0	
Lauren Gau (SPA)	X	X	X	X	X	X					0	
Albana Lame (QI)	X	A	X	X	X	X					1	
Joanne Montgomery (SPA)	X	X	X	X	A	X					0	
Roberta Stewart (Council Co-Chair)	X	X	X	X	X	A					1	



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Planning Council Committee Attendance												
#	Council Member	Jan	Feb	March	April	May	June	Aug	Sept	Oct	Nov	ABS
1	Inthiany Ardilla	SPA;MF	SPA	-	-	SPA;QI MF	SPA;QI MF					0
2	Max Cisneros	SPA;QI	MF	-	-	A	MF					1
3	Cassandra Cokley	MF	MF	-	-	A	MF					1
4	David Colbert	A	QI	-	-	SPA;QI MF	SPA;QI MF					1
5	Christopher Cole	SPA;MF	SPA;QI MF	-	-	SPA;QI MF	SPA;QI MF					0
6	Loreen Cuiman	MF	MF	-	-	A	A					2
7	Sabrina Delgado	SPA	MF	-	-	SPA	MF					0
8	Linda Ferraro	-	-	-	-	SPA	A					1
9	Kenneth Flyte	-	-	-	-	A	A					2
10	Lauren Gau	SPA;MF	SPA;MF	-	-	SPA;QI MF	SPA;QI MF					0
11	Lisa Gluz	MF	MF	-	-	A	A					2
12	Albana Lame	SPA; QI;MF	SPA;QI	-	-	SPA;QI MF	SPA;QI MF					0
13	Ronald Montague	-	MF	-	-	A	MF					1
14	Joanne Montgomery	SPA;MF	MF	-	-	SPA;QI MF	SPA; MF					0
15	Mitchell Namias	-	-	-	-	SPA; MF	SPA; MF					0
16	Daniel Pettit	A	A	-	-	MF	MF					2
17	Richard Radocchia	SPA; QI MF	SPA:QI	-	-	SPA;QI MF	SPA; MF					0
18	Roberta Stewart	SPA; QI; MF	SPA;QI MF	-	-	SPA;QI MF	SPA; QI					0
19	Charlotte Teel	SPA	A	-	-	SPA	SPA					1