



Max Cisneros, Co-Chair

Membership/Finance Committee Meeting Minutes

Meeting Date: Friday, May 15, 2020
Start Time: 10:36 am
End Time: 11: 42 am
Location: Zoom Teleconference
Presiding Chair: Roberta Stewart
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval of February 14, 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

Roberta called the meeting to order at 10:36 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

Roberta announced that the M/F Committee is looking for a new co-chair.

(3.0) Approval of February 14, 2020 Meeting Minutes

A motion to approve the February 14, 2020 minutes was made by Chris Cole and seconded by Albana Lame.

For: (3) Stewart, Gau, Cole,

Against: (0)

Abstain: (5) Ardila, Pettit, Namias, Colbert, Lame

(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 need to be met.

c. Analyze PC Membership for Federal Reflectiveness Mandate

Max Cisneros, Co-Chair

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 32%. 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 February 14, 2020.

Staff presented the survey results and there was some concern regarding comments where the co-chairs were not contacted when given the opportunity to do so. Staff will update the feedback questions to add PC Staff as an option to contact and rework some of the language to help attendees feel more comfortable if they choose to do so.

Joanne Montgomery made a motion to extend the meeting 5 minutes and Inthiany Ardila seconded it.

For: (10) Stewart, Gau, Cole, Ardila, Pettit, Namias, Colbert, Lame, Montgomery, Radocchia

Against: (0)

Abstain: (0)

e. Determine Future Planning Council Training

Staff was asked to look into online training systems that are being used by other Planning Councils. They will report back on this in June.

We also discussed the format of meetings moving forward and at this time decided to continue using the Zoom teleconferencing software for our meeting.

(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

Membership Finance Committee Attendance Record – 2020



NEW HAVEN / FAIRFIELD COUNTIES RYAN WHITE PLANNING COUNCIL

Max Cisneros, Co-Chair

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

Guests: Ken Teel

REFLECTIVENESS



NEW HAVEN / FAIRFIELD COUNTIES RYAN WHITE PLANNING COUNCIL

Max Cisneros, Co-Chair

New Haven and Fairfield Counties

Planning Council Composition as of June 1, 2020

# of Planning Council Members				19						
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%	42%		Current	> 33%	32%		Positive	33%	47%
Women	34%	58%						Negative	NA	53%
Members by Region	Target**	PC		Race	Target	PC		Risk	Target	PC
Region 1, New Haven	34%	16%		Black	38%	32%		IDU	28%	11%
Region 2, Waterbury	20%	16%		White	27%	68%		MSM	28%	56%
Region 3, Bridgeport	25%	37%		Ethnicity	Target	PC		MSM/IDU	2%	0%
Region 4, Stam./Norw.	16%	5%		Hispanic	32%	21%		Hetero	29%	33%
Region 5, Danbury	5%	11%		Other	3%	0%		Presumed Hetero	3%	0%
Out of EMA	0%	16%						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"



NEW HAVEN / FAIRFIELD COUNTIES RYAN WHITE PLANNING COUNCIL

Max Cisneros, Co-Chair

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

Planning Council Committee Attendance



NEW HAVEN / FAIRFIELD COUNTIES

RYAN WHITE PLANNING COUNCIL

Max Cisneros, Co-Chair

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