

Rich Radocchia & Gigi Chaux, Co-Chairs

Membership/Finance Committee Meeting Minutes

Meeting Date: Friday, August 13, 2021
Start Time: 10:30 am
End Time: 11:45 am
Location: Zoom Teleconference
Presiding Chair: Rich Radocchia
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval of June 11, 2021 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

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

- Gigi Chaux is the new co-chair of this committee

(4.0) Approval of June 11, 2021 Meeting Minutes

A motion to approve the June 11, 2021 minutes was made by David Colbert and seconded by Mitchell Namias.

For: (5) Colbert, Flyte, Lame, Namias, Stewart

Against: (0)

Abstain: (3) Chaux, Radocchia, Montague

(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 August 3, 2021 PSRA Data Session and August 5, 2021 PSRA Meeting.

The committee reviewed the feedback from August 3, 2021 PRSA Data Session meeting and there were few responses. We reviewed the feedback with those responses. We also reviewed the August 5, 2021 PRSA meeting. There were comments suggesting we may want to break up the PS and RA into 2 different meetings.

c. Manage Membership Application Process

Roberta Stewart made a motion that we go into Executive Session so that we may discuss sensitive information regarding a new application and renewal application and Mitchell Namias seconded it.

For: (8) Chaux, Colbert, Flyte, Lame, Montague, Namias, Raddocchia, Stewart

Against: (0)

Abstain: (0)

Roberta Stewart made a motion that we come out of Executive Session and Chris Cole seconded the Motion.

For: (8) Chaux, Colbert, Flyte, Lame, Montague, Namias, Raddocchia, Stewart

Against: (0)

Abstain: (0)

The committee reviewed one new Planning Council application and it was decided to invite the individual into the membership application process.

VOTE: Roberta Stewart made a motion to accept the renewal application of Joanne Montgomery and Gigi Chaux seconded it

For: (7) Chaux, Colbert, Flyte, Lame, Montague, Namias, Stewart

Against: (0)

Abstain: (1) Radocchia

d. Review Planning Council Member Attendance

The Committee reviewed the attendance and also discussed members who are in danger of falling off the Council due to multiple absences. The Executive Committee as approved suspending the attendance requirement at this time and this will move to PC for a final vote. M/F co-chairs will reach out to PC members who may have barriers attending meetings and work with them.

e. Analyze Planning Council Membership for Federal Reflectiveness Mandate

The Committee reviewed the Federal Reflectiveness Mandate and we are doing well in most areas and discussed the areas that need improvement.

f. Assist with Membership Recruitment Campaign - Report from co-chair led work group

There is no report at this time.

g. Determine Planning Council Training

- September – We will be hearing from Medical professionals on the impact of Covid 19 on HIV and follow up with region leads with their personal experiences with this.

h. Recipients Office Report

- Lakeisha presented the Quarterly Expenditure Report By Service Category and also presented a combination of these figures with unduplicated client counts for March – May

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2021. We'll need to define service units and clients with YTD information similar to the expenditure report.

Mitchell Namias made a motion to extend the meeting by 15 minutes and Roberta Stewart seconded it.

For: (8) Chaux, Colbert, Flyte, Lame, Montague, Namias, Raddocchia, Stewart

Against: (0)

Abstain: (0)

- Lakeisha also brought forward the final carryover amount for FY2020 is \$49,398 and the committee discussed this.

David Colbert made a motion to extend the meeting by 10 minutes and Mitchell Namias seconded it.

For: (8) Chaux, Colbert, Flyte, Lame, Montague, Namias, Raddocchia, Stewart

Against: (0)

Abstain: (0)

Roberta Stewart made a motion to request the full amount of \$49,398 to be used for food bank/home delivered meals divided equally among the 5 regions and David Colbert seconded it.

For: (7) Chaux, Colbert, Flyte, Lame, Montague, Namias, Stewart

Against: (0)

Abstain: (1) Rich Radocchia

(6.0) Open Parking Lot Items

Description	Details	Status
Online Training System	A request was made to look into an online training system – Staff is looking into this	In Process

(7.0) Announcements

None

(8.0) Adjournment

The meeting adjourned at 11:45 am

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Membership Finance Committee Attendance Record – 2021

	Council Member	Jan	Feb	Mar	April	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	A	A	A	X	X	X	A			
2.	Gigi Chaux, Co-Chair	-	X	X	X	X	X	X			
3.	Max Cisneros	A	X	X	X	A	A	A			
4.	Cassandra Cokley	A	A	A	A	A	A	A			
5.	David Colbert	X	X	X	X	X	X	X			
6.	<i>Chris Cole PC Co-Chair</i>	X	X	X	X	X	X	A			
7.	Loreen Cuiman	A	A	A	A	A	A	A			
8.	Brian Datcher	A	A	X	A	A	X	A			
9.	Armando Erba	X	X	X	A	X	X	A			
10.	Kenneth Flyte	X	X	X	X	X	X	X			
11.	Lisa Gluz	A	A	A	A	A	A	A			
12.	Robert James	A	A	A	A	A	A	A			
13.	Albana Lame	X	X	X	A	X	X	X			
14.	Ronald Montague	A	A	A	A	A	A	X			
15.	Joanne Montgomery	X	X	X	X	A	X	A			
16.	Mitchell Namias	X	A	X	X	X	X	X			
17.	Daniel Pettit	A	X	A	A	A	A	A			
18.	Kathy Pitner	A	A	A	A	A	A	A			
19.	Richard Radocchia, Co-Chair	X	A	X	X	X	X	X			
20.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	X			
21.	Charlotte Teel	A	A	A	A	A	A	A			
	Ryan White Office	X	X	X	X	X	X	A			
	Planning Council Staff	X	X	X	X	X	X	A			
	% of Council present:	41%	50%	57%	48%	48%	57%	38%			

Guests: none

REFLECTIVENESS

Rich Radocchia & Gigi Chaux, Co-Chairs

New Haven and Fairfield Counties

Planning Council Composition as of September 1, 2021

# of Planning Council Members				21					
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*									
				Non-Conflicted HIV Status					
Gender	Target	PC		Target	PC		HIV Status	Target	PC
Men	66%	52%		> 33%	43%		Positive	33%	57%
Women	34%	48%					Negative	NA	43%
Members by Region	Target**	PC		Race	Target	PC	Risk	Target	PC
Region 1, New Haven	34%	29%		Black	38%	43%	IDU	28%	8%
Region 2, Waterbury	20%	19%		White	27%	57%	MSM	28%	58%
Region 3, Bridgeport	25%	24%		Ethnicity	Target	PC	MSM/IDU	2%	8%
Region 4, Stam./Norw.	16%	10%		Hispanic	32%	19%	Hetero	29%	25%
Region 5, Danbury	5%	10%		Other	3%	0%	Presumed Hetero	3%	0%
Out of EMA	0%	10%					Pedi/Other	2%	0%
Unidentified	0%	0%					Other	8%	0%

*Target percentage information provided by CTDHP 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	Aug	Sept	Oct	Nov	Absences
1	Inthiany Ardila	X	X	A	X	X	X	X				1
2	Gigi Chaux	-	X	X	X	X	X	X				0
3	Max Cisneros	A	X	X	X	X	A	X				1
4	Cassandra Cokley	X	A	A	A	X	X	A				3
5	David Colbert	X	X	X	X	X	X	X				0
6	Christopher Cole	X	X	X	X	X	X	A				1
7	Loreen Cumin	A	A	A	A	A	A	A				5
8	Brian Datcher	X	X	X	A	A	X	A				3
9	Armando Erba	X	X	X	A	X	X	A				2
10	Kenneth Flyte	X	X	X	X	X	X	X				0
11	Lisa Gluz	A	A	A	A	A	X	A				4
12	Robert James	A	A	A	A	A	A	A				5
13	Albana Lame	X	X	X	A	X	X	X				1
14	Ronald Montague	A	A	A	A	A	A	A				5
15	Joanne Montgomery	X	X	X	X	A	X	X				1
16	Mitchell Namias	X	A	X	X	X	X	X				0
17	Daniel Pettit	A	A	A	A	A	A	A				5
18	Kathyleen Pitner	A	A	X	X	X	X	A				1
19	Richard Radocchia	X	A	X	X	X	X	X				0
20	Roberta Stewart	X	X	A	X	X	X	X				1
21	Charlotte Teel	X	X	X	X	X	X	X				0

Executive Committee Attendance												
Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences	
David Colbert (QI)	X	X	X	X	X	X	X				0	
Chris Cole (Council Co-Chair)	X	X	X	X	X	X	A				1	
Albana Lame (QI)	X	X	X	A	X	X	X				1	
Joanne Montgomery (SPA)	X	X	X	X	A	X	A				2	
Mitchell Namias (SPA)	-	A	X	X	X	X	X				0	
Rich Radocchia (MF)	X	A	X	X	X	X	X				0	
Roberta Stewart (Council Co-Chair)	X	X	X	X	X	X	X				0	

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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	SPA;QI	SPA; QI MF	SPA; QI MF	A				1
2	Gigi Chaux	-	SPA;QI	SPA;QI; MF	SPQ;QI MF	SPQ;QI MF	QI; MF	MF				0
3	Max Cisneros	A	MF	MF	SPA;QI MF	A	A	A				4
4	Cassandra Cokley	MF	A	A	A	A	MF	A				5
5	David Colbert	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	MF				0
6	Christopher Cole	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	A				1
7	Loreen Cumin	A	A	A	A	A	A	A				5
8	Brian Datcher	SPA	SPA;QI	SPA;QI	SPA;QI	A	SPA; QI; MF	A				2
9	Armando Erba	MF	MF	MF	A	MF	MF	A				2
10	Kenneth Flyte	MF	MF	MF	MF	MF	MF	MF				0
11	Lisa Gluz	A	A	A	A	A	MF	A				5
12	Robert James	A	A	A	A	A	A	A				5
13	Albana Lame	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI	SPA;QI; MF	SPA;QI; MF	MF				0
14	Ronald Montague	A	A	MF	A	A	A	MF				3
15	Joanne Montgomery	SPA;MF	SPA;QI; MF	SPA;MF	SPA;MF	SPA	SPA; MF	A				1
16	Mitchell Namias	MF	SPA	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	MF				0
17	Daniel Pettit	A	MF	A	A	A	A	A				5
18	Kathyleen Pitner	SPA	A	SPA	SPA	SPA	SPA	A				2
19	Richard Radocchia	SPA;QI; MF	SPA;QI	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	MF				0
20	Roberta Stewart	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	SPA;QI; MF	MF				0
21	Charlotte Teel	A	SPA	SPA;QI	SPA	SPA	SPA	A				2