

Rich Radocchia & Gigi Chaux, Co-Chairs

Membership/Finance Committee Meeting Minutes

Meeting Date: Friday, November 12, 2021
Start Time: 10:30 am
End Time: 11:25 am
Location: Zoom Teleconference
Presiding Chair: Rich Radocchia
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval of October 15, 2021, Meeting Minutes.
- Approval of the GY2021 Recruitment Plan

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 Radocchia 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

There were none

(4.0) Approval of October 15, 2021, Meeting Minutes

A motion to approve the October 15, 2021, minutes was made by Chris Cole and seconded by David Colbert.

For: (9) Ardila, Chaux, Colbert, Cole, Flyte, Gluz, Lame, Santella, Stewart

Against: (0)

Abstain: (1) 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 October 15, 2021, Planning Council Meeting

The committee reviewed the feedback from October 15th and the feedback was favorable. There were comments about the acronyms and the need for more explanations about them.

- c. **Manage Membership Application Process**
There are currently no new applications at this time.
- d. **Review Planning Council Member Attendance**
We will continue to identify Planning Council members who need outreach from Gigi and Rich hear updates from them.
- e. **Analyze Planning Council Membership for Federal Reflectiveness Mandate**
This was reviewed and areas were discussed that need improvement. We are currently in need of a local public health agency representative.
- f. **Assist with Membership Recruitment Campaign - Report from co-chair led work group**
Rich shared the recruitment plan that he and Gigi have been working on. Updates were made and attendees contributed their ideas.

Chris Cole made a motion to approve the recruitment plan and Ken Flyte seconded it.

For: (9) Ardila, Chaux, Colbert, Cole, Flyte, Gluz, Lame, Santella, Stewart

Against: (0)

Abstain: (1) Radocchia

- g. **Determine Planning Council Training**
 - January – Service Standards
 - February – Ryan White process and funding flow.

(6.0) Parking Lot Items

Description	Details	Status
Online Training System	This was presented on our updated website and feedback was given.	Closed
Review Reflectiveness	This was discussed at great length and is now closed	Closed

(7.0) Announcements

None

(8.0) Adjournment

The meeting adjourned at 11:25 am

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	X	X	X
2.	Gigi Chaux, Co-Chair	-	X	X	X	X	X	X	X	X	X
3.	Max Cisneros	A	X	X	X	A	A	A	A	A	A
4.	Cassandra Cokley	A	A	A	A	A	A	A	A	A	A
5.	David Colbert	X	X	X	X	X	X	X	X	X	X
6.	<i>Chris Cole PC Co-Chair</i>	X	X	X	X	X	X	A	X	X	X
7.	Brian Datcher	A	A	X	A	A	X	A	X	A	A
8.	Armando Erba	X	X	X	A	X	X	A	A	A	A
9.	Kenneth Flyte	X	X	X	X	X	X	X	X	X	X
10.	Lisa Gluz	A	A	A	A	A	A	A	A	X	X
11.	Robert James	A	A	A	A	A	A	A	A	A	A
12.	Albana Lame	X	X	X	A	X	X	X	X	X	X
13.	Ronald Montague	A	A	A	A	A	A	X	A	A	A
14.	Joanne Montgomery	X	X	X	X	A	X	A	A	X	X
15.	Mitchell Namias	X	A	X	X	X	X	X	A	A	A
16.	Daniel Pettit	A	X	A	A	A	A	A	A	A	A
17.	Kathy Pitner	A	A	A	A	A	A	A	A	A	A
18.	Richard Radocchia, Co-Chair	X	A	X	X	X	X	X	X	X	X
19.	Anthony Santella	-	-	-	-	-	-	-	-	-	X
20.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	X	X	X	X
21.	Charlotte Teel	A	A	A	A	A	A	A	A	A	A
	Ryan White Office	X	X	X	X	X	X	A	X	X	X
	Planning Council Staff	X	X	X	X	X	X	A	X	X	X
	% of Council present:	41%	50%	57%	48%	48%	57%	38%	43%	48%	

Guests: Bennie Saldina

REFLECTIVENESS

New Haven and Fairfield Counties

Planning Council Composition as of January 1, 2022

# 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									
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				HIV Status	
Gender	Target	PC			Target	PC			Target
Men	66%	57%		Current	> 33%	38%		Positive	33%
Women	34%	43%						Negative	NA
									48%
Members by Region	Target**	PC		Race	Target	PC		Risk	Target
Region 1, New Haven	34%	29%		Black	38%	38%		IDU	28%
Region 2, Waterbury	20%	19%		White	27%	62%		MSM	28%
Region 3, Bridgeport	25%	24%		Ethnicity	Target	PC		MSM/IDU	2%
Region 4, Stam./Norw.	16%	10%		Hispanic	32%	19%		Hetero	29%
Region 5, Danbury	5%	10%		Other	3%	0%		Presumed Hetero	3%
Out of EMA	0%	10%						Pedi/Other	2%
Unidentified	0%	0%						Other	8%

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

Rich Radocchia & Gigi Chaux, Co-Chairs

Planning Council Attendance												
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2	Gigi Chaux											
3	Max Cisneros											
4	Cassandra Cokley											
5	David Colbert											
6	Christopher Cole											
7	Brian Datcher											
8	Armando Erba											
9	Kenneth Flyte											
10	Lisa Gluz											
11	Robert James											
12	Albana Lame											
13	Ronald Montague											
14	Joanne Montgomery											
15	Mitchell Namias											
16	Daniel Pettit											
17	Kathyleen Pitner											
18	Richard Radocchia											
19	Anthony Santella											
20	Roberta Stewart											
21	Charlotte Teel											

Executive Committee Attendance												
Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences	
Gigi Chaux (MF)												
David Colbert (QI)												
Chris Cole (Council Co-Chair)												
Albana Lame (QI)												
Joanne Montgomery (SPA)												

Rich Radocchia & Gigi Chaux, Co-Chairs

Mitchell Namias (SPA)												
Rich Radocchia (MF)												
Roberta Stewart (Council Co-Chair)												

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Roberta Stewart


Chris Cole