

Rich Radocchia, Co-Chair

Membership/Finance Committee Meeting Minutes

Meeting Date: Friday, June 11, 2021
Start Time: 10:30 am
End Time: 11:32 am
Location: Zoom Teleconference
Presiding Chair: Rich Radocchia
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval of May 14, 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

- We are looking for a Co-chair for this committee

(4.0) Approval of May 14, 2021 Meeting Minutes

A motion to approve the May 14, 2021 minutes was made by Mitchell Namias and seconded by David Colbert.

For: (9) Ardila, Colbert, Cole, Chaux, Erba, Flyte, Lame, Namias, Stewart

Against: (0)

Abstain: (3) Datcher, Montgomery, 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 May 14, 2021 Planning Council Meeting

The committee reviewed the feedback from May 14th and the feedback was favorable.

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 David Colbert seconded it.

Rich Radocchia, Co-Chair

For: (12) Ardilla, Chaux, Colbert, Cole, Datcher, Erba, Flyte, Lame, Montgomery, 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: (12) Ardilla, Chaux, Colbert, Cole, Datcher, Erba, Flyte, Lame, Montgomery, 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.

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.

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

- August – A summary of the Priority Setting and Resource Allocation Process will be given.

(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

Chris Cole made a motion to extend the meeting. Roberta Stewart Seconded the Motion.

For: (12) Ardilla, Chaux, Colbert, Cole, Datcher, Erba, Flyte, Lame, Montgomery, Namias, Raddocchia, Stewart

Against: (0)

Abstain: (0)

Rich Radocchia, Co-Chair

The committee discussed suspending the attendance requirement once again to acknowledge the barriers that Planning Council members are experiencing due to Covid 19. It was decided to present this amendment in the By Laws at the beginning of the Priority Setting & Resource Allocation meeting being held on Thursday, August 5th since it is a Strategic Planning & Assessment committee run meeting for a vote. If approved, the amended By Laws will be sent out to all PC members by staff on August 5th to review prior to the final vote at the August 13th Planning Council meeting.

(8.0) Adjournment

The meeting adjourned at 11:32 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				
2.	Gigi Chaux	-	X	X	X	X	X				
3.	Max Cisneros	A	X	X	X	A	A				
4.	Cassandra Cokley	A	A	A	A	A	A				
5.	David Colbert	X	X	X	X	X	X				
6.	<i>Chris Cole PC Co-Chair</i>	X	X	X	X	X	X				
7.	Loreen Cuiman	A	A	A	A	A	A				
8.	Brian Datcher	A	A	X	A	A	X				
9.	Armando Erba	X	X	X	A	X	X				
10.	Kenneth Flyte	X	X	X	X	X	X				
11.	Lisa Gluz	A	A	A	A	A	A				
12.	Robert James	A	A	A	A	A	A				
13.	Albana Lame	X	X	X	A	X	X				
14.	Ronald Montague	A	A	A	A	A	A				
15.	Joanne Montgomery	X	X	X	X	A	X				
16.	Mitchell Namias	X	A	X	X	X	X				
17.	Daniel Pettit	A	X	A	A	A	A				
18.	Kathy Pitner	A	A	A	A	A	A				
19.	Richard Radocchia, Co-Chair	X	A	X	X	X	X				
20.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X				
21.	Charlotte Teel	A	A	A	A	A	A				
	Ryan White Office	X	X	X	X	X	X				
	Planning Council Staff	X	X	X	X	X	X				
	% of Council present:	41%	50%	57%	48%	48%	57%				

Guests: Jean Brown

Rich Radocchia, Co-Chair

REFLECTIVENESS

New Haven and Fairfield Counties

Planning Council Composition as of June 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*										
Gender	Target	PC		Non-Conflicted HIV Status	Target	PC		HIV Status	Target	PC
Men	66%	52%		Current	> 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 CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/17"

Rich Radocchia, Co-Chair

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

Rich Radocchia, Co-Chair

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