

Max Cisneros & Rich Radocchia, Co-Chairs

Membership/Finance Committee Meeting Minutes

Meeting Date: Friday, January 8, 2021
Start Time: 10:31 am
End Time: 11:48 am
Location: Zoom Teleconference
Presiding Chair: Max Cisneros
Recorder: Michael Koran

Summary of Committee Votes

- Approval of November 13, 2020 Meeting Minutes
- Motion to go into Executive Session
- Motion to come out of Executive Session
- Approval of 1 Planning Council Applicant
- Approval of the 2021 PCAT (Planning Council Activity Timeline)

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 10:31am. 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 no announcements

(4.0) Approval of November 13, 2020 Meeting Minutes

A motion to approve the November 13, 2020 minutes was made by Joanne Montgomery and seconded by Chris Cole.

For: (6) Colbert, Cole, Flyte, Lame, Namias, Stewart

Against: (0)

Abstain: (3) Erba, 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. Manage the Membership Application Process

We currently have 1 application where attendance requirements have been met.

Chris Cole made a motion to move into executive session to review the application where attendance requirements have been met, and it was seconded by Joanne Montgomery.

For: (9) Colbert, Cole, Erba, Flyte, Lame, Montgomery, Namias, Radocchia, Stewart

Against: (0)

Abstain: (0)

Chris Cole made a motion to come out of executive session and it was seconded by Joanne Montgomery

For: (9) Colbert, Cole, Erba, Flyte, Lame, Montgomery, Namias, Radocchia, Stewart

Against: (0)

Abstain: (0)

Rich Radocchia made a motion to approve the application where attendance requirements have been met and it was seconded by David Colbert.

For: (9) Colbert, Cole, Erba, Flyte, Lame, Montgomery, Namias, Radocchia, Stewart

Against: (0)

Abstain: (0)

c. Review Planning Council member attendance

The committee reviewed all attendance and determined all attendance was reported accurately.

d. 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 43%.

e. Assist with membership recruitment campaign

Rich reported that there is nothing to report from the social media recruitment task force.

f. Determine Planning Council Training

The training topic for February was discussed. Robert's Rules was a topic discussed and all felt this would be helpful. In March we will do a training on Acronyms and in the future, cutting edge treatments for HIV.

g. Review Scope of Work for Next Year - PCAT

We reviewed the scope of work for GY2021 and made updates where necessary.

Joanne Montgomery made a motion to accept all updates to the GY2021 PCAT and Ken Flyte seconded it

For: (8) Colbert, Cole, Erba, Flyte, Lame, Montgomery, Namias, Stewart
Against: (0)
Abstain: (1) Radocchia

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

For: (9) Colbert, Cole, Erba, Flyte, Lame, Montgomery, Namias, Radocchia, Stewart
Against: (0)
Abstain: (0)

h. Recipient's Report

- **Review Expenditures by Service Category**

Lakeisha presented the quarterly expenditure report through October 2020. All services categories are on track at this point except for Medical Transportation.

Joanne Montgomery made a motion to extend the meeting by 5 minutes and Chris Cole seconded it.

For: (9) Colbert, Cole, Erba, Flyte, Lame, Montgomery, Namias, Radocchia, Stewart
Against: (0)
Abstain: (0)

This is lower due to most medical appointments are done via telemedicine due to the pandemic. The regions are aware of this and may need to do a budget revision for this.

(6.0) Open Parking Lot Items
None

(7.0) Adjournment
The meeting adjourned at 11:48 am



Max Cisneros & Rich Radocchia, Co-Chairs

Membership Finance Committee Attendance Record – 2021

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

guests: Gigi Chaux

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REFLECTIVENESS

New Haven and Fairfield Counties

Planning Council Composition as of February 1, 2021

# of Planning Council Members				22					
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%	50%		Current	> 33%	41%	Positive	33%	55%
Women	34%	50%					Negative	NA	45%
Members by Region	Target**	PC		Race	Target	PC	Risk	Target	PC
Region 1, New Haven	34%	27%		Black	38%	41%	IDU	28%	8%
Region 2, Waterbury	20%	18%		White	27%	59%	MSM	28%	58%
Region 3, Bridgeport	25%	23%		Ethnicity	Target	PC	MSM/IDU	2%	8%
Region 4, Stam./Norw.	16%	9%		Hispanic	32%	18%	Hetero	29%	25%
Region 5, Danbury	5%	9%		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					PSRA		PSRA							
#	Council Member	Jan	Feb	March	April	May	June	Data	Meeting	Aug	Sept	Oct	Nov	Absences
1	Inthiany Ardila	X												
2	Gigi Chau	-												
3	Max Cisneros	A												
4	Cassandra Cokley	X												
5	David Colbert	X												
6	Christopher Cole	X												
7	Loreen Cumin													
8	Brian Datcher	X												
9	Armando Erba	X												
10	Linda Ferraro	A												
11	Kenneth Flyte	X												
12	Lisa Gluz	A												
13	Robert James	A												
14	Albana Lame	X												
15	Ronald Montague	A												
16	Joanne Montgomery	X												
17	Mitchell Namias	X												
18	Daniel Pettit	A												
19	Kathleen Pitner	A												
20	Richard Radocchia	X												
21	Roberta Stewart	X												
22	Charlotte Teel	X												

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

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