

Max Cisneros & Rich Radocchia, Co-Chairs

Membership/Finance Committee Meeting Minutes

Meeting Date: Friday, February 12, 2021
Start Time: 10:33 am
End Time: 11:48 am
Location: Zoom Teleconference
Presiding Chair: Max Cisneros
Recorder: Michael Koran

Summary of Committee Votes

- Approval of January 8, 2021 Meeting Minutes
- Motion to go into Executive Session
- Motion to come out of Executive Session

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

Max called the meeting to order at 10:33am. 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 January 8, 2021 Meeting Minutes

A motion to approve the January 8, 2021 minutes was made by Joanne Montgomery and seconded by Chris Cole.

For: (7) Colbert, Cole, Erba, Flyte, Lame, Montgomery, Stewart

Against: (0)

Abstain: (2) Cisneros, Pettit

(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 January 8, 2021 Planning Council Meeting

The committee reviewed the feedback from the last meeting.

Max Cisneros & Rich Radocchia, Co-Chairs

c. **Manage Membership Application Process**

A motion to go into Executive session to review a new membership application was made by Joanne Montgomery and seconded by Chris Cole.

For: (9) Cisneros, Colbert, Cole, Erba, Flyte, Lame, Montgomery, Pettit, Stewart

Against: (0)

Abstain: (0)

A motion to come out of Executive session to review a new membership application was made by Joanne Montgomery and seconded by Chris Cole.

For: (9) Cisneros, Colbert, Cole, Erba, Flyte, Lame, Montgomery, Pettit, Stewart

Against: (0)

Abstain: (0)

d. **Review Planning Council Member Attendance**

The Committee reviewed the attendance

e. **Analyze Planning Council Membership for Federal Reflectiveness Mandate**

The Committee reviewed the Federal reflectiveness and we discussed areas where we need improvement.

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

Max shared that Rich and himself are discussing recruitment and would like to bring more members into recruitment. Max asked if anyone else would like to join them in this attempt to bring new ideas to recruitment for the council.

g. **Determine Planning Council Training**

- **February – Robert’s Rule**
- **March – Acronyms**

h. **Recipient’s Report**

Review Expenditures by Service Category - Lakeisha presented the quarterly expenditure report. Overall we have quite a bit to spend down with two months to go. The committee went region by region to determine where most of the unspent funds were. Discussion was had that this is a major problem. The committee has been following this for the entire year and see where the problems have been this year. The regions have been asked to prepare reports for the planning council to explain where the issues lie.

A motion to extend the meeting by 30 minutes was made by Joanne Montgomery and seconded by Chris Cole.

For: (9) Cisneros, Colbert, Cole, Erba, Flyte, Lame, Montgomery, Pettit, Stewart

Against: (0)

Abstain: (0)

(6.0) Open Parking Lot Items

None

Max Cisneros & Rich Radocchia, Co-Chairs

(7.0) Announcements

None

(8.0) Adjournment

The meeting adjourned at 11:58 am

Max Cisneros & Rich Radocchia, Co-Chairs

Membership Finance Committee Attendance Record – 2021

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

Guests:, Jean Brown, Francesca Quettant

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REFLECTIVENESS

New Haven and Fairfield Counties

Planning Council Composition as of March 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"

Planning Council Attendance

PSRA PSRA

Max Cisneros & Rich Radocchia, Co-Chairs

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

Executive Committee Attendance

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