Membership/Finance Meeting Minutes

Friday, October 13, 2023 **Meeting Date:**

Start Time: 10:30 am **End Time:** 11:20 am

Location: Burroughs Community Center & Zoom Teleconference

Presiding Chair: Rich Radocchia Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the September 15, 2023 meeting.
- Approval of Planning Council applicants who have completed their attendance requirements.

(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**

Rich introduced himself and her role as co-chair. All participants introduced themselves.

(3.0)**Co-Chair Announcements**

There were no announcements.

(4.0)Approval of the September 15, 2023, meeting minutes

A motion to approve the September 15, 2023, meeting minutes was made by Chris Cole and seconded by Joanne Montgomery.

For: (13) Ardila, Chaux, Cole, Datcher, Johns, Johnson, Montgomery, Radocchia, Ricciardelli, Spencer, Stewart, Webster, Weeks

Against: 0

Abstain: (1) McNeil

(5.0)**New Business/Old Business**

a. Review the Membership/Finance Committee Activity Timeline

We reviewed the current PCAT for Membership/Finance and all activities are right on target.

b. Review Planning Council Meeting Feedback from September 13, 2023

We had 22 responses which is a very favorable number of surveys. All feedback was good.

c. Assist with the Membership Recruitment Campaign

We have 2 applications that are currently in process and continue to see new applications almost every month.

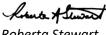
d. Review Planning Council Membership

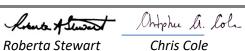
Joanne Montgomery made a motion to move into executive session and Chris Cole seconded it.

For: (14) Ardila, Chaux, Cole, Datcher, Gainer, Johns, Johnson, McNeil, Montgomery, Radocchia, Ricciardelli,

Spencer, Stewart, Webster

Against: 0











Abstain: (0)

Joanne Montgomery made a motion to come out of executive session and Chris Cole seconded it. For: (14) Ardila, Chaux, Cole, Datcher, Gainer, Johns, Johnson, McNeil, Montgomery, Radocchia, Ricciardelli, Spencer, Stewart, Webster

Against: 0 Abstain: (0)

We currently have 2 applicants who need to complete their membership applications.

e. Review Planning Council Member Attendance

Staff reviewed the attendance of all Planning Council members. All attendance was accurate and everyone is in good standing.

f. Review PC Membership for Federal reflectiveness mandate

Membership reflectiveness was explained to all attendees. We currently have 19 Planning Council members and we are missing representation in 2 mandated categories and the Planning Council is working on filling these positions.

Determine Planning Council Trainings

• November – Joanne Montgomery will present a training on NARCAN and Overdose Prevention.

(6.0)**Recipient's Office Report**

Lakesha Green presented the Quarterly Expenditures by Service Category from March – August by region and service category. Overall, health insurance and emergency financial assistance are very low. The committee also reviewed each region individually and saw areas where budget revisions may need to be done. There was also discussion about the Part B funding and possible changes.

(7.0)**Parking Lot Items**

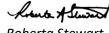
There are none.

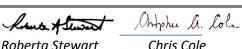
(8.0)**Announcements**

Rich announced the meeting schedule for November which is changed a bit due to the observance of Veteran's Day.

(9.0)**Adjournment**

The meeting adjourned at 11:20am







Membership Finance Committee Attendance Record – 2023

| | Council Member | Jan | Feb | Mar | April | May | June | Aug | Sept | Oct | Nov |
|-----|-----------------------------|-----|-----|-----|-------|-----|------|-----|------|-----|-----|
| 1. | Inthiany Ardila | Х | Х | Х | Α | Х | Х | Х | Х | Х | |
| 2. | Marco Castro | | | | | | | Х | Х | Α | |
| 3. | Gigi Chaux, Co-Chair | Α | Х | Α | Χ | Х | Х | Х | Х | Х | |
| 4. | Chris Cole PC Co-Chair | Α | Χ | Χ | Α | Х | Х | Х | Х | Х | |
| 5. | Wallace Daniels | | | Χ | Χ | Х | Α | Х | Α | Α | |
| 6. | Brian Datcher | X | Χ | Χ | Χ | Α | Х | Х | Х | Х | |
| 7. | Kisha Gainer | | | | Α | Α | Х | Х | Х | Α | |
| 8. | Christopher Johns | | | | | | | | Х | Х | |
| 9. | Clara Johnson | | | | | | | Х | Х | Х | |
| 10. | Gloria McNeil | | | | Χ | Х | Χ | Α | Α | Х | |
| 11. | Joanne Montgomery | X | Χ | Χ | Χ | Х | Α | Α | Х | Х | |
| 12. | Mitchell Namias | Х | Χ | Χ | Χ | Х | Χ | Х | Х | Α | |
| 13. | Richard Radocchia, Co-Chair | Χ | Α | Χ | Α | Х | Α | Χ | Α | Χ | |
| 14. | Carmella Ricciardelli | | | Χ | Χ | Α | Х | Х | Х | Х | |
| 15. | Anthony Santella | Х | Χ | Χ | Α | Х | Α | Α | Х | Α | |
| 16. | Carolyn Spencer | Х | Χ | Χ | Χ | Х | Х | Х | Α | Х | |
| 17. | Roberta Stewart PC Co-Chair | Х | Х | Χ | Χ | Α | Α | Х | Х | Х | |
| 18. | Tracey Webster | | | | Α | Α | Α | Х | Х | Х | |
| 19. | Lisa Weeks | | | | Х | Х | Х | Α | Α | Х | |
| | Ryan White Office | Х | Χ | Χ | Χ | Х | Х | Χ | Х | Х | |
| | Planning Council Staff | Х | Χ | Χ | Χ | Х | Х | Х | Х | Х | |
| | % of Council present: | 69% | 83% | 83% | 56% | 61% | 50% | 65% | 74% | 74% | |

Guests: Nitza Agosto, Tina Perkins, Jean Brown



Ryan White Planning Council Membership Reflectiveness New Haven and Fairfield Counties

Planning Council Composition as of November 1, 2023

| # of Planning Council Members 19 | | | | | | | | | | | | | | |
|---|------------------|----------------|--------------|-------------------------------|---------|------------|-----------------|----------------|-----------|--|--|--|--|--|
| Representation Requirements | | | | | | | | | | | | | | |
| 1. Health-care providers, including federally qualified health centers | | | | | | | | | | | | | | |
| 2. Community-based organizations serving affected populations and AIDS-service | | | | | | | | | | | | | | |
| organizations 3. Socservice providers, inc. housing and homeless-services providers X | | | | | | | | | | | | | | |
| | ousing and | homeless | s-services p | roviders | | Х | | | | | | | | |
| 4. Mental-health providers | | | | | | | | | | | | | | |
| · | | | | | | | | | | | | | | |
| 6. Local public health agencies 7. Legalitat planning agencies or health, care planning agencies | | | | | | | | | | | | | | |
| 7. Hospital planning agencies or health-care planning agencies | | | | | | | | | | | | | | |
| 8. Affected communities, including individuals with HIV disease or AIDS, and | | | | | | | | | | | | | | |
| nistorically under-served groups and subpopulations | | | | | | | | | | | | | | |
| 9. Non-elected community leaders 10. State Medicaid agency | | | | | | | | | | | | | | |
| 11. State Medicald agency 11. State agency administering the Part B program | | | | | | | | | | | | | | |
| 12. RWTMA grantees under Par | | | | | | х | _ | | | | | | | |
| 13. RWTMA grantees under sec | tion 2671 (| including | Part D) | | | х | | | | | | | | |
| 14. Grantees under other Feder | al HIV prog | grams, inc | luding HIV- | -Prevention | Prograr | ns X | | | | | | | | |
| 15. Formerly incarcerated PL | .WH/A or | their rep | resentativ | ves | | Х | | | | | | | | |
| 16. PLWH/A with Hepatitis C Co | -Infection | | | | | Х | | | | | | | | |
| NHFF Profile* | | | | | | | | | | | | | | |
| Gender | Target | PC | | flicted HIV atus | Target | PC | HIV Status | Target | PC | | | | | |
| Men | 66% | 42% | | Current | > 33% | 53% | Positive | 33% | 68% | | | | | |
| Women | 34% | 58% | | | | | Negative | NA | 32% | | | | | |
| Members by Region | Target** | PC | | Race/ Ethnicity | Target | PC | Risk | Target | PC | | | | | |
| 1, New Haven | 34% | 37% | | Black | 38% | 42% | IDU | 25% | 8% | | | | | |
| 2, Waterbury | 20% | 5% | | Hispanic | 32% | 26% | MSM | 31% | 38% | | | | | |
| 3, Bridgeport | 25% | 26% | | White | 27% | 32% | MSM/IDU | 2% | 0% | | | | | |
| 4, Stam./Norw. | 16% | 0% | Hetero | 32% | 31% | | | | | | | | | |
| 5, Danbury | 5% | 10% | | Note: "Oth | | | Pedi/Other | 2% | 0% | | | | | |
| Out of EMA Ow 10% Asian, American Indian, Alaskan Native, America | | | | | | | Other | 8% | 23% | | | | | |
| | 201 | | | Indian, Alas Pacific Islar | skan Na | tive, | | | | | | | | |
| Unidentified *Target percentage information 12/31/20" | 0% n provided | 0% by CTDPI | | racial. NH EMA PL | WHIV/A | IDS by Ris | k, Sex, Race, a | l nd Age Gr | oup as of | | | | | |

| | Planning Council Attendance | | | | | | | | | | | |
|----|-----------------------------|--------|-----|-------|-------|-----|------|-----|------|-----|-----|----------|
| # | Council Member | J | Feb | March | April | May | June | Aug | Sept | Oct | Nov | Absences |
| | | a n | | | | | | | | | | |
| 1 | Inthiany Ardila | Х | Х | Х | Α | Х | Х | Х | Х | X | | 1 |
| 2 | Marco Castro | - | - | - | - | - | - | Х | Х | Х | | 0 |
| 3 | Gigi Chaux | Α | Х | Α | Х | Х | Х | Х | Х | Х | | 2 |
| 4 | Christopher Cole | Α | Х | Х | Χ | Х | Х | Х | Х | Х | | 1 |
| 5 | Wallace Daniels | - | - | Х | Х | Х | Α | Х | Α | Α | | 3 |
| 6 | Brian Datcher | Х | Α | Х | Χ | Х | Х | Х | Х | Х | | 1 |
| 7 | Christopher Johns | - | - | - | - | - | - | - | Х | Х | | 0 |
| 8 | Kisha Gainer | - | - | - | Х | Α | Х | Х | Х | Α | | 2 |
| 9 | Clara Johnson | - | - | - | - | - | - | Х | Х | Х | | 0 |
| 10 | Gloria McNeil | - | - | - | Х | Α | Α | Α | Х | Х | | 3 |
| 11 | Joanne Montgomery | Х | Х | Х | Х | Х | Α | Α | Х | Х | | 2 |
| 12 | Mitchell Namias | Х | Х | Х | Х | Х | Х | Х | Х | Х | | 0 |
| 13 | Richard Radocchia | Х | Α | Х | Х | Х | Α | Х | Х | Х | | 2 |
| 14 | Carmella Ricciardelli | - | - | Х | Х | Α | Х | Х | Х | Α | | 2 |
| 15 | Anthony Santella | Х | Х | Х | Х | Х | Α | Х | Х | Х | | 1 |
| 16 | Carolyn Spencer | Х | Α | Х | Х | Х | Х | Х | Х | Х | | 1 |
| 17 | Roberta Stewart | Х | Х | Х | Х | Α | Α | Х | Х | Α | | 3 |
| 18 | Tracy Webster | - | - | - | Х | Х | Х | Х | Х | Х | | 0 |
| 19 | Lisa Weeks | - | - | - | Х | Х | Х | Α | Х | Х | | 1 |

| Executive Committe | | | | | | | | | | | |
|------------------------------------|-----|-----|-------|-------|-----|------|--------|------|-----|-----|----------|
| Council Member | Jan | Feb | March | April | May | June | August | Sept | Oct | Nov | Absences |
| Gigi Chaux (MF) | А | Х | Α | Х | Х | Х | Х | Х | Х | | 2 |
| Chris Cole (Council Co-Chair) | Α | Х | Х | Х | Х | Х | Х | Х | Α | | 2 |
| Joanne Montgomery (SPA) | Х | Χ | Х | Х | Х | Х | Х | Χ | Α | | 0 |
| Mitchell Namias (SP | Х | Χ | Х | Х | Х | Α | Х | Α | Α | | 3 |
| Rich Radocchia (MF) | Х | Α | Х | Х | Х | Α | Х | Х | Х | | 3 |
| Anthony Santella (QI) | Х | Х | Х | Х | Х | Х | Х | Χ | Х | | 0 |
| Roberta Stewart (Council Co-Chair) | Х | Х | Х | Х | Х | Х | Α | Х | Α | | 2 |

| | Planning Council Committee Attendance | | | | | | | | | | | | | |
|----|---------------------------------------|---------------|---------------|-------------|--------------|-------------|-------------|-----|-------------|-------------|-----|----------|--|--|
| # | Council Member | Jan | Feb | March | April | May | June | Aug | Sept | Oct | Nov | Absences | | |
| 1 | Inthiany Ardila | SPA;QI; MF | SPA;QI; MF | QISP; MF | QISPA | QISPA MF | QISPA MF | | QISPA MF | QISPA MF | | 0 | | |
| 2 | Marco Castro | | | | | | | | MF | MF | | 0 | | |
| 3 | Gigi Chaux | SPA;QI | SPA;QI; MF | QISP | QISPA; MF | QISPA MF | QISPA MF | | QISPA MF | QISPA MF | | 0 | | |
| 4 | Christopher Cole | ABSENT | SPA;QI ;MF | QISP; MF | ABSENT | QISPA | MF | | QISPA MF | QISPA MF | | 0 | | |
| 5 | Wallace Daniels | - | 1 | MF | MF | MF | ABSENT | | ABSENT | ABSENT | | 3 | | |
| 6 | Brian Datcher | MF | MF | QISP; MF | QISPA; MF | QISPA | QISPA | | QISPA MF | QISPA MF | | 0 | | |
| 7 | Kisha Gainer | | | | ABSENT | ABSENT | MF | | MF | ABSENT | | 3 | | |
| 8 | Christopher Johns | - | - | - | - | - | - | | QISPA MF | MF | | 0 | | |
| 9 | Clara Johnson | - | - | - | - | - | - | | MF | MF | | 0 | | |
| 10 | Gloria McNeil | - | - | - | MF | ABSENT | ABSENT | | ABSENT | QISPA MF | | 3 | | |
| 11 | Joanne Montgomery | SPA;QI; MF | SPA;QI; MF | MF | QISPA MF | MF | QISPA MF | | MF | MF | | 0 | | |
| 12 | Mitchell Namias | SPA;QI; MF | SPA;QI; MF | QISP; MF | QISPA MF | QISPA MF | QISPA MF | | QISPA | QISPA | | 0 | | |
| 13 | Richard Radocchia | SPA;QI; MF | SPA;QI; MF | QISP; MF | QISPA | QISPA MF | ABSENT | | QISPA MF | QISPA MF | | 1 | | |
| 14 | Carmella Ricciardelli | - | - | MF | MF | ABSENT | MF | | MF | QISPA | | 2 | | |
| 15 | Anthony Santella | SPA;QI | SPA;QI ;MF | QISP; MF | QISPA | QISPA MF | QISPA MF | | QISPA | QISPA | | 0 | | |
| 16 | Carolyn Spencer | SPA;QI; MF | SPA;QI; MF | QISP; MF | QISPA; MF | QISPA MF | ABSENT | | MF | MF | | 1 | | |
| 17 | Roberta Stewart | SPA;QI; MF | SPA;QI ;MF | QISP; MF | QISPA; MF | QISPA | QISPA | | QISPA MF | QISPA MF | | 0 | | |
| 18 | Tracey Webster | - | - | - | ABSENT | ABSENT | ABSENT | | MF | MF | | 3 | | |
| 19 | Lisa Weeks | - | - | - | MF | MF | MF | | ABSENT | MF | | 1 | | |

QISPA: Quality Improvement Strategic Planning & Assessment Committee | M/F: Membership/Finance Committee