

Membership/Finance Meeting Minutes

Meeting Date: Friday, June 9, 2023
Start Time: 10:01 am
End Time: 10:36 am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Chris Cole
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the May 12, 2023 meeting.
- Approval of Planning Council applicants who have completed their attendance requirements.

(1.0) Moment of Silence

- Chris called the meeting to order at 10:01am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

- Chris 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 May 12, 2023, meeting minutes

A motion to approve the May 12, 2023, meeting minutes was made by Inthiany Ardila and seconded by Brian Datcher.

For: (4) Chaux, Datcher, Namias, Spencer

Against: 0

Abstain: (5) Ardila, Bowens, Cole, Gainer, Weeks

(5.0) New Business/Old Business

a. Review the Membership/Finance Committee Activity Timeline

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

b. Assist with the Membership Recruitment Campaign

We have received several more applications that are currently in process. Our recruitment efforts are going very well.

c. Review Planning Council Membership

We currently have 2 applicants who have completed their attendance requirements.

Inthiany Ardila made a motion to accept the Planning Council applications of Clara Johnson and Marco Castro and Kisha Gainer seconded it.

For: (9) Ardila, Bowens, Chaux, Cole, Datcher, Gainer, Namias, Spencer, Weeks

Against: 0
Abstain: (0)

We will move these applications to the Planning Council for final approval.

- d. **Review Planning Council Meeting Feedback from May 12, 2023**
Gigi reviewed all Planning Council feedback and there were many comments regarding members feelings.
- e. **Review PC attendance**
Staff reviewed the attendance for all Planning Council members. Everyone is in good standing.
- f. **Review PC Membership for Federal reflectiveness mandate**
Membership reflectiveness was explained to all attendees. We are currently at 18 Planning Council members and staff is going to review all mandated service categories to determine what areas we are in need of representation and present this at next month's meeting.
- g. **Determine Planning Council trainings**
- August – Summary of the PSRA outcomes.
- (6.0) Recipient's Office Report**
Tom Butcher gave the report.
1. We are down to 2 final applicants for the QM manager position.
 2. Our program terms report is due this month and we'll be able to meet that deadline.
 3. There may be issues with the administrative budget due to a union vote, there will be more details to come.
- (7.0) Parking Lot Items**
Plan committee trainings for the year
- PC would like CR to come up with a list of commonly used acronyms during PC meetings.
- (8.0) Announcements**
None
- (9.0) Adjournment**
The meeting adjourned at 10:36am

Gigi Chaux & Richard Radocchia, Co-Chairs

Membership Finance Committee Attendance Record – 2023

	Council Member	Jan	Feb	Mar	April	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	A	X	X				
2.	Samuel Bowens	A	A	A	A	X	X				
3.	Gigi Chaux, Co-Chair	A	X	A	X	X	X				
4.	<i>Chris Cole PC Co-Chair</i>	A	X	X	A	X	X				
5.	Wallace Daniels			X	X	X	A				
6.	Brian Datcher	X	X	X	X	A	X				
7.	Kimberly Fair				A	A	A				
8.	Kisha Gainer				A	A	X				
9.	Gloria McNeil				X	A	A				
10.	Joanne Montgomery	X	X	X	X	X	A				
11.	Mitchell Namias	X	X	X	X	X	X				
12.	Richard Radocchia, Co-Chair	X	A	X	A	X	A				
13.	Carmella Ricciardelli			X	X	A	A				
14.	Anthony Santella	X	X	X	A	X	A				
15.	Carolyn Spencer	X	X	X	X	X	X				
16.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	A	A				
17.	Tracey Webster				A	A	A				
18.	Lisa Weeks				X	X	X				
	Ryan White Office	X	X	X	X	X	X				
	Planning Council Staff	X	X	X	X	X	X				
	% of Council present:	69%	83%	83%	56%	61%	50%				

Guests: Jean Brown, Clara Johnson, Marco Castro



Gigi Chaux & Richard Radocchia, Co-Chairs

Ryan White Planning Council Membership Reflectiveness
 New Haven and Fairfield Counties
Planning Council Composition as of August 1, 2023

# of Planning Council Members	20									
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%	40%		Current	> 33%	50%	Positive	33%	65%	
Women	34%	60%					Negative	NA	45%	
Members by Region	Target**	PC	Race/Ethnicity		Target	PC	Risk	Target	PC	
1, New Haven	34%	35%		Black	38%	40%	IDU	25%	8%	
2, Waterbury	20%	10%		Hispanic	32%	25%	MSM	31%	31%	
3, Bridgeport	25%	30%		White	27%	30%	MSM/IDU	2%	0%	
4, Stam./Norw.	16%	5%		Other	3%	5%	Hetero	32%	38%	
5, Danbury	5%	10%		Note: "Other" race includes Asian, American Indian, Alaskan Native, American Indian, Alaskan Native, Pacific Islander and mutli-racial.			Pedi/Other	2%	0%	
Out of EMA	0%	10%					Other	8%	23%	
Unidentified	0%	0%								
*Target percentage information provided by CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/20"										

Gigi Chaux & Richard Radocchia, Co-Chairs

Planning Council Attendance												
#	Council Member	Jan	Feb	March	April	May	June	Aug	Sept	Oct	Nov	Absences
1	Inthiany Ardila	X	X	X	A	X	X					1
2	Samuel Bowens	A	A	A	X	X	X					3
3	Gigi Chaux	A	X	A	X	X	X					2
4	Christopher Cole	A	X	X	X	X	X					1
5	Wallace Daniels	-	-	X	X	X	A					1
6	Brian Datcher	X	A	X	X	X	X					1
7	Kimberly Fair	-	-	-	A	A	A					3
8	Kisha Gainer	-	-	-	X	A	X					1
9	Gloria McNeil	-	-	-	X	A	A					2
10	Joanne Montgomery	X	X	X	X	X	A					1
11	Mitchell Namias	X	X	X	X	X	X					0
12	Richard Radocchia	X	A	X	X	X	A					2
13	Carmella Ricciardelli	-	-	X	X	A	X					1
14	Anthony Santella	X	X	X	X	X	A					1
15	Carolyn Spencer	X	A	X	X	X	X					1
16	Roberta Stewart	X	X	X	X	A	A					2
17	Tracy Webster	-	-	-	X	X	X					0
18	Lisa Weeks	-	-	-	X	X	X					0

Executive Committee Attendance												
Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences	
Gigi Chaux (MF)	A	X	A	X	X	X					2	
Chris Cole (Council Co-Chair)	A	X	X	X	X	X					1	
Joanne Montgomery (SPA)	X	X	X	X	X	X					0	
Mitchell Namias (SP)	X	X	X	X	X	A					1	
Rich Radocchia (MF)	X	A	X	X	X	A					2	
Anthony Santella (QI)	X	X	X	X	X	X					0	
Roberta Stewart (Council Co-Chair)	X	X	X	X	X	X					0	

Gigi Chaux & Richard Radocchia, Co-Chairs

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					0
2	Samuel Bowens	SPA	ABSENT	ABSENT	MF	MF	QISPA MF					2
3	Gigi Chaux	SPA;QI	SPA;QI; MF	QISP	QISPA; MF	QISPA MF	QISPA MF					0
4	Christopher Cole	ABSENT	SPA;QI ;MF	QISP; MF	ABSENT	QISPA	MF					0
5	Wallace Daniels	-	-	MF	MF	MF	ABSENT					1
6	Brian Datcher	MF	MF	QISP; MF	QISPA; MF	QISPA	QISPA					0
7	Kimberly Fair				ABSENT	ABSENT	ABSENT					3
8	Kisha Gainer				ABSENT	ABSENT	MF					2
9	Gloria McNeil				MF	ABSENT	ABSENT					2
10	Joanne Montgomery	SPA;QI; MF	SPA;QI; MF	MF	QISPA MF	MF	QISPA MF					0
11	Mitchell Namias	SPA;QI; MF	SPA;QI; MF	QISP; MF	QISPA MF	QISPA MF	QISPA MF					0
12	Richard Radocchia	SPA;QI; MF	SPA;QI; MF	QISP; MF	QISPA	QISPA MF	ABSENT					1
13	Carmella Ricciardelli	-	-	MF		ABSENT	ABSENT					2
14	Anthony Santella	SPA;QI	SPA;QI ;MF	QISP; MF	QISPA	QISPA MF	QISPA MF					0
15	Carolyn Spencer	SPA;QI; MF	SPA;QI; MF	QISP; MF	QISPA; MF	QISPA MF	ABSENT					1
16	Roberta Stewart	SPA;QI; MF	SPA;QI ;MF	QISP; MF	QISPA; MF	QISPA	QISPA					0
17	Tracey Webster				ABSENT	ABSENT	ABSENT					3
18	Lisa Weeks				MF	MF	MF					0

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