

Membership/Finance Meeting Minutes

Meeting Date: Friday, August 11, 2023
Start Time: 10:01 am
End Time: 10:36 am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Rich Radocchia
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the June 9, 2023 meeting.
- Approval of Planning Council applicants who have completed their attendance requirements.

(1.0) Moment of Silence

- Rich 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

- 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 June 9, 2023, meeting minutes

A motion to approve the June 9, 2023, meeting minutes was made by Inthiany Ardila and seconded by Chris Cole.

For: (10) Ardila, Castro, Chaux, Cole, Daniels, Datcher, Gainer, Namias, Spencer, Stewart

Against: 0

Abstain: (3) Johnson, Ricciardelli, Webster

(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

Roberta Stewart made a motion to move into executive session and Gigi Chaux seconded it.

For: (13) Ardila, Castro, Chaux, Cole, Daniels, Datcher, Gainer, Johnson, Namias, Ricciardelli, Spencer, Stewart, Webster

Against: 0

Abstain: (0)

Roberta Stewart made a motion to come out of executive session and Gigi Chaux seconded it.

For: (13) Ardila, Castro, Chaux, Cole, Daniels, Datcher, Gainer, Johnson, Namias, Ricciardelli, Spencer, Stewart, Webster

Against: 0

Abstain: (0)

We currently have 1 applicant who has completed his attendance requirement. Roberta Stewart made a motion to approve the application of Christopher Johns and Clara Johnson seconded it.

For: (13) Ardila, Castro, Chaux, Cole, Daniels, Datcher, Gainer, Johnson, Namias, Ricciardelli, Spencer, Stewart, Webster

Against: 0

Abstain: (0)

Roberta Stewart made a motion to invite Tina Perkins into the application process and Gigi Chaux seconded it.

For: (13) Ardila, Castro, Chaux, Cole, Daniels, Datcher, Gainer, Johnson, Namias, Ricciardelli, Spencer, Stewart, Webster

Against: 0

Abstain: (0)

d. **Review Planning Council Meeting Feedback from June 9, 2023**

Rich 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 20 Planning Council members and we are missing representation in 2 mandated categories and the Planning Council is working on filling these positions.

g. **Determine Planning Council trainings**

- September – Assessment of the Efficiency of the Administrative Mechanism

Roberta Stewart made a motion to extend the meeting by 10 minutes and Brian Datcher seconded it.

For: (13) Ardila, Castro, Chaux, Cole, Daniels, Datcher, Gainer, Johnson, Namias, Ricciardelli, Spencer, Stewart, Webster

Against: (0)

Abstain: (0)

(6.0) Recipient's Office Report

Lakesha Green and Tom Butcher presented the carryover request of \$20,003 and this was discussed.

Roberta Stewart made a motion to approve the \$20,003 for carryover for food vouchers divided evenly among all 5 regions and Chris Cole seconded it.

Gigi Chaux & Richard Radocchia, Co-Chairs

For: (13) Ardila, Castro, Chaux, Cole, Daniels, Datcher, Gainer, Johnson, Namias, Ricciardelli, Spencer, Stewart, Webster

Against: (0)

Abstain: (0)

(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 11:10am

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	X			
2.	Samuel Bowens	A	A	A	A	X	X	A			
3.	Marco Castro							X			
4.	Gigi Chaux, Co-Chair	A	X	A	X	X	X	X			
5.	<i>Chris Cole PC Co-Chair</i>	A	X	X	A	X	X	X			
6.	Wallace Daniels			X	X	X	A	X			
7.	Brian Datcher	X	X	X	X	A	X	X			
8.	Kimberly Fair				A	A	A	A			
9.	Kisha Gainer				A	A	X	X			
10.	Clara Johnson							X			
11.	Gloria McNeil				X	A	A	A			
12.	Joanne Montgomery	X	X	X	X	X	A	A			
13.	Mitchell Namias	X	X	X	X	X	X	X			
14.	Richard Radocchia, Co-Chair	X	A	X	A	X	A	X			
15.	Carmella Ricciardelli			X	X	A	A	X			
16.	Anthony Santella	X	X	X	A	X	A	A			
17.	Carolyn Spencer	X	X	X	X	X	X	X			
18.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	A	A	X			
19.	Tracey Webster				A	A	A	X			
20.	Lisa Weeks				X	X	X	A			
	Ryan White Office	X	X	X	X	X	X	X			
	Planning Council Staff	X	X	X	X	X	X	X			
	% of Council present:	69%	83%	83%	56%	61%	50%	65%			

Guests: Christopher Johns, Jean Brown



Gigi Chaux & Richard Radocchia, Co-Chairs

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

# 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%	57%		Current	> 33%	52%	Positive	33%	67%	
Women	34%	43%					Negative	NA	33%	
Members by Region	Target**	PC	Race/Ethnicity		Target	PC	Risk	Target	PC	
1, New Haven	34%	32%		Black	38%	45%	IDU	25%	7%	
2, Waterbury	20%	10%		Hispanic	32%	25%	MSM	31%	36%	
3, Bridgeport	25%	28%		White	27%	25%	MSM/IDU	2%	0%	
4, Stam./Norw.	16%	10%		Other	3%	5%	Hetero	32%	36%	
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%	21%	
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	X				1
2	Samuel Bowens	A	A	A	X	X	X	A				4
3	Marco Castro	-	-	-	-	-	-	X				0
4	Gigi Chaux	A	X	A	X	X	X	X				2
5	Christopher Cole	A	X	X	X	X	X	X				1
6	Wallace Daniels	-	-	X	X	X	A	X				1
7	Brian Datcher	X	A	X	X	X	X	X				1
8	Kimberly Fair	-	-	-	A	A	A	A				4
9	Kisha Gainer	-	-	-	X	A	X	X				1
10	Clara Johnson	-	-	-	-	-	-	X				0
11	Gloria McNeil	-	-	-	X	A	A	A				4
12	Joanne Montgomery	X	X	X	X	X	A	A				2
13	Mitchell Namias	X	X	X	X	X	X	X				0
14	Richard Radocchia	X	A	X	X	X	A	X				2
15	Carmella Ricciardelli	-	-	X	X	A	X	X				1
16	Anthony Santella	X	X	X	X	X	A	X				1
17	Carolyn Spencer	X	A	X	X	X	X	X				1
18	Roberta Stewart	X	X	X	X	A	A	X				2
19	Tracy Webster	-	-	-	X	X	X	X				0
20	Lisa Weeks	-	-	-	X	X	X	A				1

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	X				2	
Chris Cole (Council Co-Chair)	A	X	X	X	X	X	X				1	
Joanne Montgomery (SPA)	X	X	X	X	X	X	X				0	
Mitchell Namias (SP)	X	X	X	X	X	A	X				1	
Rich Radocchia (MF)	X	A	X	X	X	A	X				2	
Anthony Santella (QI)	X	X	X	X	X	X	X				0	
Roberta Stewart (Council Co-Chair)	X	X	X	X	X	X	A				1	

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