

Greater Hartford Ryan White Part A Planning Council
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 October 1, 2014

MINUTES

Members Present		
Myrna Millet-Saez	Beth Moshier	Barbara Mase
Janier Caban Hernandez	Virginia Ruiz	Denise Morin
Kate Bassett	Fernando Morales	Moneca Liz
Loyd Johnson	Cameron Crosby	Danielle Warren Dias
Yolanda Potter	Shawn Lang (A)	
Members Absent		
Anthony Rodrigues	Maria Lasada	James Armour
Izolda Miranda (A)	Kasey Harding (A)	Miranda Baldwin
Francisco Rosa	Celia Alamo	Joseph LeMay
Hugo Nunez	Mary Prince	Andre McGuire
Ricardo Cruz	Carlos Vazquez	
Staff		
Yolanda Benjamin	Angelique Croasdale	Sharon Dixon
LaShaunda Ware	Peta-Gaye Nembhard	
Guests		
Janette Rodriguez	Delita Rose-Daniels	Dorine Testori
Petrina Davis	N. Garcia	Frederick Smith
Nitza Agosto	Elia Vecchitto	Linda Estabrook
Donna Shubrooks	Matt Ryan	Valerie Ingram
Kathyleen Pitner	Tenesha Count	Lisa Chirch
Michael Walker		

Action Items Completed:

- Tabled Review and Approval of May 14, June 4, July 9, July 23 Meeting Minutes (Page 2)
- Reallocation Proposal (Page 3)
- Co-chair Nomination and Election (Page 4)
- Committee Reports (Pages 5-6)
- Grantee Report (Page 6)
- Executive Session (Page 6)

1. Welcome & Announcements

Co-chair Fernando Morales called the meeting to order at 12:25 p.m. Fernando reminded everyone that Planning Council meetings are open to the public, but some of the information discussed in these meetings, including people's HIV status, is of a confidential nature, and everyone is expected to honor and respect that confidentiality. Fernando then reviewed today's agenda. The major agenda items include the nomination and election of a new co-chair.

2. Moment of Silence/Introductions

Fernando asked the group to observe a moment of silence to remember persons we have known and loved who have been lost to the AIDS epidemic and to remember all individuals living with and affected by HIV/AIDS.

To comply with the Planning Council Conflict of Interest policy, Fernando asked those in attendance to introduce themselves, state what organization they work for, and what funded Ryan White Part A services their organization provides, if any.

3. Council Meeting Minutes: May 14, June 4, July 9, July 23, 2014

The committee was informed that more time was needed for the internal review of the minutes. As such the review and approval of the May 14, June 4, July 9, July 23, 2014 meeting minutes was tabled.

4. Reallocation Proposal

Angelique provided a review of the reallocation proposal as follows:

Ryan White Part A September 2014 Reallocation Pool and Proposed Uses 11-Sep-14

Projected Unexpended Funds		
07 EMERGENCY FINANCIAL ASSISTANCE	\$21,000	\$15k for Utilities; \$6k for Medications
Total	\$21,000	
Proposal to Reallocate Unexpended Funds		
01 OUTPATIENT/AMBULATORY HEALTH SERVICES	\$6,000	
06 MEDICAL TRANSPORTATION SERVICES	\$9,000	Bus Passes
13 HEALTH INS PREMIUM & COST SHARING ASSIST	\$6,000	
Total	\$21,000	

After discussion of the reasons for the proposed uses of the unexpended funds, MOTION: To approve the proposed reallocation of funds. Seconded by Mary Prince Vote by Affirmation

5. Co-chair Ballot Nomination and Election

Co-Chair Lyod explained that the Planning Council must elect a co-chair to replace Fernando Morales. The new co-chair's term will begin next month. He noted that each member had a copy of the co-chair eligibility requirements as follows. To be eligible for the co-chair position one must be:

- Must be an active Planning Council member;
- Knowledge of Ryan White Part A services;
- Have at least 1 years' experience facilitating some type of public meeting;
- The ideal nominee would be bicultural, bilingual;
- Have a working knowledge of Robert's Rules of Order;
- Have an understanding of group process as exhibited through formal education, work experience or training;
- Have attended at least one HIV/AIDS conference;
- Have experience with long range planning processes
- Have cultural sensitivity;
- Have experience with long range planning processes
- Have experience working with culturally and linguistically diverse groups of people;
- Have an ability to bring people together and build consensus;
- Must have patience;
- Have a willingness/desire to serve;
- Have a commitment as evidenced by other volunteer activities;
- Have at least one personal recommendation;
- Have the ability to make the time commitment of a least 1.5 per week and
- Have a working phone

Angelique noted that the language for the qualifications comes directly from the Planning Council Bylaws. Fernando explained that one eligible member had expressed interest in the position. Fernando then asked for nominations from the floor. One additional candidate expressed interest in the position. Fernando asked the candidates, Francisco Rivera and Andre McGuire, to briefly explain why they want to be co-chair. Francisco and Andre briefly described their qualifications for the co-chair position. After ballots were distributed, Fernando asked members to complete the ballot and give it to the contractor, Sharon Dixon of Dixon & Company. LaShaunda and Angelique counted the ballots and informed Fernando and Lyod of the ballot result. Lyod announced that Andre McGuire won the election and will succeed Fernando Morales as co-chair beginning in November 2014.

6. Committee Reports

Continuum of Care Committee (Report by Monica Liz): The committee reviewed the 2013 Needs Assessment Survey data for possible barriers to care for the following special populations: Hep C, IDUs, African American females, Latinos, the Homeless, People recently released from prison and MSMs.

Evaluation Committee (Report by Moneca Liz): The committee discussed Study the development of a study on HIV and Aging, reviewed the draft awareness day survey and the draft 2013-14 Evaluation Committee timeline and workplan.

Membership Committee (by Fernando Morales): The Membership Committee interviewed one individual for Planning Council membership. The Planning Council will review the recommendation for Planning Council membership and conduct one interview in executive session after today's meeting. The Membership Committee met before the Planning Council meeting and discussed proposals to recruit more consumers. The Membership Committee discussed communications to providers about outreach to consumers and the need to keep applications on hand when attending meetings in the community.

Priorities-Needs Assessment Joint Committee (no report)

Positive Empowerment Committee (PEC): The PEC discussed the need to recruit members particularly from Middletown and New Britain. The PEC met before the Planning Council meeting and discussed proposals to recruit more consumers and upcoming events. The PEC made plans for visiting meetings in Middletown and New Britain.

African-American Caribbean Care Team (AACCT)/ Latino Caucus (no report).

9. Grantees Report

Angelique announced that the Grantees Office submitted the grant application for the 2015-2016 grant year. \$149,000 EIS will be used to locate some of these people that are falling out of care.

Questions on the numbers:

Question on 392 out of care – question is whether there are any indication of why they are out of care. Angelique responded that we do a survey and the majority of what we hear is that people are not ready or they don't know about Ryan White services.

Question about the presentation of the numbers. A couple of members noted that the numbers were kind of confusing and that they would like to see percentages and the increases/decreases in the percentages.

Question about the definition of "out care". Angelique responded that if someone does not have a viral load or prescription or no labs in a year, they are considered out of care. We looked for both labs and prescriptions. This is data in the EIIHA system and it is not only Ryan White data. It comes from all providers and it weeds out those people who have moved or have died.

Angelique pointed out the material is being presented so that the standing committees can review, think about it and ask more questions.

Angelique then discussed the EIIHA plan. Danielle reported that DPH has mapping capabilities. Angelique showed data and attributed DPH's ability to compile data to the CareWare system.

Angelique then discussed service caps and noted that when they heard from the provider about the rates and issues when they cannot negotiate the rates down, then the case manager needs to indicate that they have already negotiated the rates when they submit a request and if the request is over \$1,200, Angelique will get the request for review and approval. With the proper documentation, every effort will be made to approve the request.

Concerning health insurance premiums, there is also a case where a special request can be made and it is generally the same process as was discussed earlier for lab work.

EFA utilities there is an increase in the amount of money for EFA utilities and if a client has a huge bill, they will consider more than the cap. The case manager should speak up and make the request because unspent funds can be used if needed.

Oral health has been increased and the UConn dental programs were mentioned.

Mental health fee for service money may also be available for really special cases. Co-payments were discussed however the money is for emergency and crisis intervention only.

Medical transportation is going well and providers have agreed to lower fares for the cab services per person per year.

The EFA subcategory was also discussed, however the lower amount is just for things that insurance will not cover.

HRSA Review

Angelique discussed the HRSA review and why more data is needed going forward. The grant is no longer performance neutral and projects are to be made more realistic because we are being held accountable. This has been coming for a while because of the move to client level data. HRSA says that data matters in order to continue to get the dollars.

There will be a meeting at CHA for teaming case workers and doctors. All 6 sites will be visited and they will be including Part B. A question was asked about Affordable Care and HRSA policies. Angelique reported that we have not heard anything yet and it is too new to access whether or not people are being served.

Fernando will share a PowerPoint on what ACA offers versus Ryan White. This information will be shared with the group.

Angelique wrapped up by saying that pieces of the grant can be made available to the committees so that can make decisions on implementation. We relied heavily on the HI Care Continuum table. Angelique wants to work with DPA to create bridges between CareWare and EIIHA.

10. Incentive Drawing

Mary Prince and Elia Vecchitto won the monthly incentive drawing.

Meeting adjourned at 2:15 p.m.

11. Executive Session

The Planning Council went into executive session to interview the two prospective members. After the interview, the prospective members were excused and the Membership Committee recommendations for them were heard. After hearing reports on each individual, the Planning Council voted on the two nominees as a slate. **MOTION:** To approve the Membership

Committee recommendations of Cassie Cain and Valerie Ingram made by Fernando Morales, seconded by Lyod Johnson and passed by acclamation.