

# Rochester Area Task Force on AIDS, Inc.

Finger Lakes Health Systems Agency

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## EXECUTIVE COMMITTEE

April 10, 2007

### MINUTES

**Members Present:** Julian Brown, Roberto Burgos, Joan Cain, Ramon Cintron, Trilby deJung, Renee DeVore, Sady Fischer, Bill Kress, Joy Messinger, Karen Murray, Letty Padilla, Kraig Pannell; Terry Schwartz, Ayub Smith, Kim Smith, Barb Turner, Pat Zacharias.

**Members Absent:** Rich Fowler, Bill Fox, Pricilla Hardy, Den'Nise Meeks.

**Minutes:** Renee opened the meeting and asked for a motion on the minutes of the March 2007. Barb moved that the minutes be approved as sent. Joy seconded the motion and the minutes were approved.

**Treasurer's Report:** Julian gave the Treasurer's Report. (See attached.)

### **Discussion of Staffing for the Network:**

Renee asked the committee for feedback on what Fran Weisberg had discussed with the General Membership. Joan inquired what would happen to Pat's position of Program Assistant. Renee asked Pat to share what her conversation had been with Fran. Pat stated that she and Fran had spoken the previous day and Fran had informed her that her position as the Network's Program Assistant is being eliminated. There are two other positions open that Pat can apply for so she will not have to leave the FLHSA. Since Pat has not seen any job descriptions she has not made any decisions.

At this point Renee asked Pat to step out while the committee discussed the situation.

### **Executive Session**

### **Meeting Resumed**

The Committee was in agreement that this year will be one of transition for the Network. Fran Weisberg has agreed to allow the Chair to participate in the hiring process for the newly developed position of Program Manager. The Chair will be allowed to review the job description and give input prior to its posting.

It was agreed that Lynn will continue on as the Network Coordinator for this year, with 40% of her time devoted to the Network and the remaining amount to the HSA.

That the hiring of a Program Manager should take place during the early part of this year with Lynn assisting in the educating of the Manager so that come fiscal year 2008 the New Program Manager will take over all of their responsibilities as to be noted in the job description.

It was agreed that the Network would have access to Wade Norwood for up to 20% of his time for special projects deemed appropriate by the Executive Committee.