

Rochester Area Task Force on AIDS, Inc.

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RAYS OF HOPE

Minutes

11/30/06

Present: Maria Dominguez, Hernan Escalante, Sady Fischer, Gloria Melendez, Pat Zacharias.

Review of Minutes:

Gloria motioned that the minutes be approved and Maria seconded the motion. The minutes were approved as written.

Black AIDS Awareness Day:

Lunch – It was suggested that we supply a lunch for those manning the tables since the health fair covers the lunch hour (11:00 AM – 2:00PM). It was decided the best way to do this would be to purchase box lunches. A “break room” will be provided for those who wish to sit down to eat. Gloria volunteered to act as a “floater” to relieve people if they are manning their table alone. The committee agreed that it is very important that every table have someone present at all times to answer questions and distribute information. Participants will be given 3 choices of sandwiches and will be asked to send in their choices with the agency registration. Lunches will be limited to 3 per agency. Pat will reword the reservation letter to include this information.

Schedule – Participating agencies and testers will be asked to arrive no later than 10:30 AM that day in order to familiarize themselves with where the break room and testing rooms are located.

Testing: The three agencies (ACHC, ARI & MMWC) that have been at the planning meetings will be invited to send testers. Sady is planning on having a meeting specifically for the testers so that procedures can be reviewed. Due to the large numbers tested at the last 2 health fairs at MCC it is important that we be as organized as possible. Marie Dominquez volunteered to oversee the waiting area to answer questions and insure a smooth flow of people.

Invitations – Pat will send out a Save the Date notice this week and the invitation and reservation forms will be sent out the first week of January.

Next Meeting: Thursday, January 18 at 1:00 PM at ARI. There will be no meeting in December.