

Joanne Montgomery & Mitchell Namias, Co-Chairs

Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, February 3, 2022
Start Time: 9:32am
End Time: 10:32am
Location: Zoom Teleconference
Presiding Chair: Joanne Montgomery
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval of Minutes from the January 6, 2022, meeting
- Approval of Incentives for the Needs Assessments
- Approval of the reviewed Planning Council Policy & Procedure Manual
- Approval of the Scope of Work for GY2022

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws.

Staff Member Assignments

(1.0) Moment of Silence

Joanne called the meeting to order at 9:32 am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

All participants introduced themselves.

(3.0) Co-Chair Announcements

There will be a CHPC meeting on February 16th beginning at 9:10am, virtual meeting opens at 9:00am.

(4.0) Approval of January 6, 2022, Meeting Minutes

Chris Cole made a motion to approve the meeting minutes from January 6, 2022, and Rich Radocchia seconded it.

For: (9) Ardila, Colbert, Cole, Chaux, Lame, Namias, Pitner, Radocchia, Stewart

Against: (0)

Abstain: (2) Montgomery, Teel

(5.0) New Business/Old Business

- **Review the Strategic Planning and Assessment Planning Council Activity Timeline**
The Committee reviewed the Planning Council Activity Timeline and determined that everything was on track.
- **Define one new study and present results**
Incentives for the 2 needs assessments that were approved last month were discussed. Those needs assessment are late to care and behavioral health.

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Roberta Stewart made a motion to accept the incentives that regions will specify would be best in \$10 increments broken down by regional allocation and Rich Radocchia seconded it

For: (10) Ardila, Colbert, Cole, Chaux, Lame, Namias, Pitner, Radocchia, Stewart, Teel

Against: (0)

Abstain: (1) Montgomery

- **Policy & Procedure Manual Review and Update**

The Policy and Procedure manual was presented. Staff had emailed this out to all Planning Council members to review after last month's meeting and no updates were requested.

Rich Radocchia made a motion to accept the Policy & Procedure Manual as presented and Roberta Stewart seconded it:

For: (10) Ardila, Colbert, Cole, Chaux, Lame, Namias, Pitner, Radocchia, Stewart, Teel

Against: (0)

Abstain: (1) Montgomery

- **Review Scope of Work for Next Year**

The updated Planning Council Activity Timeline (PCAT) was presented and this was reviewed. Inthiany Ardila made a motion to accept the Strategic Planning & Assessment Planning Council Activity Timeline (PCAT) and David Colbert seconded it.

For: (10) Ardila, Colbert, Cole, Chaux, Lame, Namias, Pitner, Radocchia, Stewart, Teel

Against: (0)

Abstain: (1) Montgomery

- **Develop and Review the Comprehensive Plan**

There was an in-depth discussion about the comprehensive plan and the upcoming collaboration with the CTDPH and the Hartford TGA Planning Council.

- **Parking Lot Items** – there are none

(6.0) Announcements

None

(7.0) Adjournment

The meeting adjourned at 10:32 am

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Strategic Planning and Assessment Committee Attendance Record – 2022

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X								
2.	Gigi Chaux	X	X								
3.	Max Cisneros	A	A								
4.	Cassandra Cokley	A	A								
5.	Christopher Cole PC Co-Chair	X	X								
6.	David Colbert	X	X								
7.	Brian Datcher	A	A								
8.	Armando Erba	A	A								
9.	Ken Flyte	A	A								
10.	Lisa Gluz	A	A								
11.	Robert James	A	A								
12.	Albana Lame	X	X								
13.	Ronald Montague	A	A								
14.	Joanne Montgomery Co-Chair	X	X								
15.	Mitchell Namias Co-Chair	X	X								
16.	Daniel Pettit	A	A								
17.	Kathy Pitner	X	X								
18.	Richard Radocchia	X	X								
19.	Anthony Santella	A	A								
20.	Roberta Stewart PC Co-Chair	X	X								
21.	Charlotte Teel	A	X								
	Ryan White Office	X	X								
	Planning Council Staff	X	X								
	% of Council present:	48%	52%								

Guests: Jamelia Beckford, Nick Boshnack, Jean Brown, Tequetta Valeriano