

*Joanne Montgomery & Mitchell Namias, Co-Chairs*

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**Strategic Planning & Assessment Committee Meeting Minutes**

**Meeting Date:** Thursday, May 5, 2022  
**Start Time:** 9:32am  
**End Time:** 10:30am  
**Location:** Burroughs Community Center & Zoom Teleconference  
**Presiding Chair:** Mitchell Namias  
**Recorder:** Sara Seaburg

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**Summary of Committee Votes**

- Approval of Minutes from the April 7, 2022, meeting

**Council Member Assignments**

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

**Staff Member Assignments**

**(1.0) Moment of Silence**

Mitchell 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 Wednesday, May 18<sup>th</sup> at 9:00am.

**(4.0) Approval of April 7, 2022, Meeting Minutes**

Rich Radocchia made a motion to approve the meeting minutes from April 7, 2022, and Gigi Chaux seconded it.

**For: (5)** Chaux, Lame, Radocchia, Stewart, Teel

**Against: (0)**

**Abstain: (2)** Ardila, Namias

**(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**

The workgroup for the Behavioral Health dataset updated attendees on the progress they've made so far. They will be waiting for the training from Dr. DuMont on Behavioral Health and HIV and will meet on Monday, May 16<sup>th</sup> to discuss the data presented.

Staff is working on the late diagnosed needs assessment and will be moving forward with all regions on surveying clients who have been identified.

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- **Collaborate with CT DPH and Hartford TGA—Review/Update status of 2022-2027 Integrated Comprehensive Plan**  
Mitchell reported that the needs assessment presentation given by Joanne was very well received. They are now hoping to have Rich and/or Gigi present on Planning Council recruitment and our process.
- **Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information**  
Staff presented the datasets that were used for GY2022 PSRA process and review these again next month and consider new ones as well.
- **Review Framework for PSRA**  
This is currently pending HRSA guidance regarding the 3 year application process.
- **Review and Update Service Category Definitions**  
The committee reviewed all service category definitions and Rich Radocchia made a motion to accept the GY2023 Service Category Definitions as presented and Robert Stewart seconded:  
**For: (5)** Ardila, Chau, Lame, Namias, Teel, Radocchia, Stewart  
**Against: (0)**  
**Abstain: (0)**
- **Parking Lot Items** – there are none

**(6.0) Announcements**

Charlotte Teel will be retiring and June will be her last meeting with us.  
Tom Butcher is having a meeting with Dr. Bond regarding our virtual site visit.

**(7.0) Adjournment**

The meeting adjourned at 10:30 am

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**Strategic Planning and Assessment Committee Attendance Record – 2022**

	<b>Council Member</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>
1.	Inthiany Ardila	X	X	X	A	X					
2.	Gigi Chaux	X	X	A	X	X					
3.	Max Cisneros	A	A	A	A	A					
4.	Cassandra Cokley	A	A	A	A	A					
5.	<b>Christopher Cole PC Co-Chair</b>	X	X	X	X	A					
6.	Brian Datcher	A	A	A	A	A					
7.	Armando Erba	A	A	A	A	A					
8.	Ken Flyte	A	A	A	A	A					
9.	Lisa Gluz	A	A	A	A	A					
10.	Robert James	A	A	A	A	A					
11.	Albana Lame	X	X	A	X	X					
12.	Ronald Montague	A	A	A	A	A					
13.	<b>Joanne Montgomery Co-Chair</b>	X	X	X	X	A					
14.	<b>Mitchell Namias Co-Chair</b>	X	X	X	X	X					
15.	Daniel Pettit	A	A	A	A	A					
16.	Richard Radocchia	X	X	X	X	X					
17.	Anthony Santella	A	A	A	A	A					
18.	<b>Roberta Stewart PC Co-Chair</b>	X	X	X	X	X					
19.	Charlotte Teel	A	X	A	X	X					
	Ryan White Office	X	X	X	X	X					
	Planning Council Staff	X	X	X	X	X					
	% of Council present:	48%	52%	38%	48%	30%					

Guests: Sam Bowens, Kasia Olechowska, Nick Boshnack Jean Brown