

Roberta Stewart & Chris Cole, Co-Chairs

Planning Council Meeting Minutes

Meeting Date: Friday, March 11, 2022
Start Time: 12:05 pm
End Time: 1:44 pm
Location: Zoom Teleconference
Presiding Chair: Roberta Stewart
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of February 11, 2022, Meeting Minutes
- Approval of Oral Health service standard

(1.0) Moment of Silence

Roberta called the meeting to order at 12:05 p.m. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction.

Roberta welcomed everyone and requested that all Planning Council and guests introduce themselves, their town within the EMA and their Planning Council leadership role, if applicable.

(3.0) Co-Chair Announcements

There were none

(4.0) Community Input

There was none

(5.0) Approval of the February 11, 2022, Meeting Minutes

A motion to approve the February 11, 2022, minutes was made by Rich Radocchia and seconded by Gigi Chaux.

For: (9) Chaux, Cokley, Colbert, Flyte, Lame, Pitner, Radocchia, Santella, Stewart

Against: (0)

Abstain: (5) Ardila, Gluz, Montgomery, Namias, Teel

(6.0) Planning Council Committee Reports

Strategic Planning & Assessment

Mitchell Namias gave the following report:

Here is a summary of our meeting that was held on March 3, 2022:

1. We voted on and approved the meeting minutes from February 3, 2022.
2. We also reviewed the Planning Council Activity Timeline (PCAT). This tells us what activities the committee is responsible for completing each month. All activities are right on target.
3. We discussed upcoming needs assessments:
 - a. A behavioral health study – a small work group met and shared the draft survey. There were some concerns expressed that the group will address in their upcoming meeting.
 - b. A late to care study – Staff shared the survey tool and this was approved with an additional question about PrEP.
4. We also discussed the collaboration on the Integrated Plan and the progress of this.

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5. We discussed the MCM client health insurance survey and decided not to do the entire survey this year and only identify the uninsurable clients. Staff will work with region leads on this.
6. Our next meeting will be held on Thursday, April 7, 2022 via Zoom.

Quality Improvement

Albana Lame gave the following report:

Here is a summary of our meeting that was held on March 4, 2022:

1. We approved the meeting minutes from February 4, 2022.
2. We reviewed the Planning Council Activity Timeline (PCAT). This tells us what activities the committee is responsible for completing each month. All activities are right on target.
3. We reviewed the Oral Health services standard and added a measurable outcome for viral load suppression that is in all of the other service standards and this was approved. **VOTE**

Roberta made a motion to accept the Oral Health service standards with updates:

For: (13) Ardila, Chaux, Cokley, Colbert, Flyte, Gluz, Lame, Montgomery, Namias, Pitner, Radocchia, Santella, Teel

Against: (0)

Abstain: (1) Stewart

4. The next Quality Improvement committee meeting will take place on Thursday, April 7, 2022 with the location TBD.

Membership/Finance Committee

Rich Radocchia gave the following report:

Here is a summary of our meeting that was held today, March 11, 2022:

1. We approved the minutes from the February 11, 2022, meeting.
2. We reviewed the Planning Council Activity Timeline (PCAT). This tells us what activities the committee is responsible for completing each month.
3. We reviewed our Reflectiveness and staff will be looking into the race/ethnicity % and review the process of determining these.
4. We reviewed the Planning Council meeting feedback from February 11th and feedback was favorable. We had many more responses since staff put the survey link in chat at the end of the PC meeting.
5. We reviewed the Planning Council applications of 5 new applicants, and all were invited into the membership process. We all reviewed the renewal application of Inthiany Ardila:

Roberta Stewart made a motion to accept the renewal membership application for Inthiany Ardila:

For: (13) Chaux, Cokley, Colbert, Flyte, Gluz, Lame, Montgomery, Namias, Pitner, Radocchia, Santella, Stewart, Teel

Against: (0)

Abstain: (1) Ardila

6. Our next meeting will be held on Friday, April 8, 2022, from 10:30am – 11:30am via Zoom teleconference.

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(7.0) Recipient's Office Report

Tom Butcher gave the following report:

- Their office is preparing for HRSA's virtual site visit.
- Sarah Ngongi-Wumba has begun in her position as Quality Manager.
- Region 1 has had 2 providers exit and 2 new providers join.
- There will be a meeting that will include all regions, 'Beyond Covid'.

(8.0) New/Old Business

- **Planning Council Training**

Staff presented a New Member Training focusing on the 3 committees of the Planning Council.

This presentation included the responsibilities of each committee and who the co-chairs are. There was an online quiz for all attendees to take at the end.

(9.0) Regional Updates

Region 1: Application process went relatively smoothly and there will be two new agencies being added in Region 1

Region 2: No updates at this time.

Region 3: They will be participating in a 5 day immersive training called Escalate.

Region 4: No updates at this time.

Region 5: No updates at this time.

(10.0) Community Input

Karina Danvers began a discussion regarding partnering with groups to engage PLWH who are not getting support.

(11.0) Announcements

There were none

(12.0) Parking Lot Items

None

(13.0) Adjournment - The meeting adjourned at 1:44pm

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Attendance Record – 2022

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	A	X							
2.	Gigi Chaux	X	X	X							
3.	Max Cisneros	A	A	A							
4.	Cassandra Cokley	A	X	X							
5.	<i>Christopher Cole PC Co-Chair</i>	X	X	A							
6.	David Colbert	X	X	X							
7.	Brian Datcher	A	A	A							
8.	Armando Erba	A	A	A							
9.	Ken Flyte	X	X	X							
10.	Lisa Gluz	A	A	X							
11.	Robert James	A	A	A							
12.	Albana Lame	X	X	X							
13.	Ronald Montague	A	A	A							
14.	Joanne Montgomery	A	X	X							
15.	Mitchell Namias	X	A	X							
16.	Daniel Pettit	A	A	A							
17.	Kathy Pitner	X	X	X							
18.	Richard Radocchia	X	X	X							
19.	Anthony Santella	X	X	X							
20.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X							
21.	Charlotte Teel	X	A	X							
	Ryan White Office	X	X	X							
	Planning Council Staff	X	X	X							
	% of Council present:	57%	52%	67%							

Guests: Tequetta Valeriano, Clunie Jean-Baptiste, Jamelia Beckford, Jean Brown, Ben Gertz, Dante Genarro, Santiago Guiles, Karina Danvers