

Planning Council Meeting Minutes

Meeting Date: Friday, April 8, 2022
Start Time: 12:05 pm
End Time: 1:44 pm
Location: Zoom Teleconference
Presiding Chair: Chris Cole
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of March 11, 2022, Meeting Minutes

(1.0) Moment of Silence

Chris 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.

Chris 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 March 11, 2022, Meeting Minutes

A motion to approve the March 11, 2022, minutes was made by Ken Flyte and seconded by Mitchell Namias.

For: (10) Ardila, Chaux, Colbert, Flyte, Lame, Montgomery, Namias, Santella, Stewart, Teel

Against: (0)

Abstain: (1) Cole

(6.0) Planning Council Committee Reports

Strategic Planning & Assessment

Joanne Montgomery gave the following report:

Here is a summary of our meeting that was held on April 7, 2022:

1. We voted on and approved the meeting minutes from March 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 – staff shared the updated survey questions and there were still many concerns regarding the types of questions that were included on the survey. Ultimately it was decided to postpone the survey for now and instead use already collected data from credible sources (DMHAS). Staff will organize another workgroup meeting to create a dataset around that to present and be voted on by the committee next month.
 - b. A late to care study – The questions have been approved and these will be entered into Survey Monkey.

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4. We also discussed the collaboration on the Integrated Plan and Mitchell reported that the needs assessment subcommittee is reviewing the data from the DPH surveys. In an effort to get everyone more involved in the process, they would like to have a representative from the EMA.
5. Staff presented the datasets that were used in last year's Priority Setting and Resource Allocation Process and the committee reviewed these. They will be looked at further next month.
6. We discussed the Service Category Definitions and these will be looked at in May.
7. Our next meeting will be held on Thursday, May 5, 2022 with the location TBD.

Quality Improvement

Albana Lame gave the following report:

Here is a summary of our meeting that was held on April 7, 2022:

1. We approved the meeting minutes from March 3, 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. The next Quality Improvement committee meeting will take place on Thursday, May 5, 2022 with the location TBD.

Membership/Finance Committee

Gigi Chaux gave the following report:

Here is a summary of our meeting that was held today, April 8, 2022:

1. We approved the minutes from the March 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 reported back how the Hispanic category data is calculated.
4. We reviewed the Planning Council meeting feedback from March 11th and feedback was favorable. There was an issue with a comment that was made and this was addressed.
5. We reviewed the Planning Council applications of 1 new applicants, and they were invited into the membership process.
6. Our next meeting will be held on Friday, May 13, 2022, from 10:30am – 11:30am via Zoom teleconference.

(7.0) Recipient's Office Report

Tom Butcher gave the following report:

- Their office has completed HRSA's virtual site visit and they should receive the report in May.
- They are currently working on contracts and are still awaiting the full award from HRSA.
- Sarah has been reviewing HRSA guidelines on Clinical Quality Management

(8.0) New/Old Business

• **Planning Council Training**

Rhonda Stewart from Health Access presented on 'Beyond Covid, The State of HIV in the Largest Connecticut Cities' and included detailed presentation of non-virally suppressed PLWH by demographic and zip codes.

(9.0) Regional Updates

Region 1: They are working on conditions of awards and corrective action plans and reporting a full spend down of funds.

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Region 2: No updates at this time.

Region 3: They are sponsoring a HIV hope for healing, to engage in faith based information.

Region 4: They are planning first consumer event, and getting ready for Pride week in June. Working on conditions of awards and corrective action plan.

Region 5: They have submitted their budget to recipient's office for the grant year. Working on conditions of award.

(10.0) Community Input

There was none

(11.0) Announcements

- David Colbert will be leaving the Planning Council due to a move out of state.
- Part B is going through contracting process. Contracts should be executed next week. Department of Public Health is hiring- DIS, and DIS supervisor.

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

Guests: Kathy Jennings, Sam Bowens, Tequetta Valeriano, Jamelia Beckford, Jean Brown, Ben Gertz, Santiago Guiles, Kasia Olechowska, Migdalia Garcia, Bennie Saldana, Jennifer LoSchiavo, Rhonda Stewart