

Roberta Stewart & Chris Cole, Co-Chairs

Planning Council Meeting Minutes

Meeting Date: Friday, May 13, 2022
Start Time: 12:03 pm
End Time: 1:54 pm
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Roberta Stewart
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of April 8, 2022, Meeting Minutes
- Approval of GY2023 Service Category Definitions

(1.0) Moment of Silence

Roberta called the meeting to order at 12:03 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

The Quality Improvement Committee needs a co-chair

(4.0) Community Input

There was none

(5.0) Approval of the April 8, 2022, Meeting Minutes

A motion to approve the April 8, 2022, minutes was made by Ken Flyte and seconded by Mitchell Namias.

For: (7) Ardila, Chaux, Flyte, Lame, Namias, Santella, Teel

Against: (0)

Abstain: (3) Gluz, Radocchia, Stewart

(6.0) Planning Council Committee Reports

Strategic Planning & Assessment

Mitchel Namias gave the following report:

Here is a summary of our meeting that was held on May 5, 2022:

1. We voted on and approved the meeting minutes from April 7, 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 dataset – the small workgroup met and this is now going to be a dataset for the upcoming GY2023 Priority Setting & Resource Allocation (PSRA) process. The group is going to wait until after the presentation on Behavioral Health and HIV that Dr. DuMont will be giving at our PC meeting and use the data presented to begin formulating the dataset.
 - b. A late to care study – staff will be working with all regions to conduct this.
4. We also discussed the collaboration on the Integrated Plan and Mitchell reported that the presentation given by Joanne to the Needs Assessment committee was very good.

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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 reviewed the Service Category Definitions and these were approved with updates. **PC VOTE**
Roberta made a motion to approve the Service Category Definitions coming from the Strategic Planning & Assessment Committee:
For: (10) Ardila, Chaux, Flyte, Gluz, Lame, Namias, Radocchia, Santella, Stewart, Teel
Against: (0)
Abstain: (0)
7. Our next meeting will be held on Thursday, June 9, 2022 following the hybrid model – in person at Burroughs Community Center and via Zoom as well.

Quality Improvement

Albana Lame gave the following report:

1. We approved the meeting minutes from April 7, 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 need a co-chair for this committee.
4. Staff presented the EMA'S HIV Care Continua that was used in our grant application for FY2022.
5. We reviewed last year's survey questions for Assessing the Efficiency of the Administrative Mechanism (AEAM). These will be looked again next month.
6. We discussed the QM reports from the Recipient's office and next month we will look at the results in a 5-year trending document.
7. Our next meeting will be held on Thursday, June 2, 2022 following the hybrid model – in person at Burroughs Community Center and via Zoom as well.

Membership/Finance Committee

Rich Radocchia gave the following report:

Here is a summary of our meeting that was held today, May 13, 2022:

1. We approved the minutes from the April 8, 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 updated the reflectiveness to reflect the new Epi profile from CTDPH.
4. We reviewed the Planning Council meeting feedback from April 8th and feedback was favorable.
5. We reviewed the Planning Council applications of 4 applicants who have met their attendance requirements: **PC VOTE**
Roberta made a motion to approve the applications of Sam Bowens, Karina Danvers, Benjamin Saldana and Katarzyna Olechowska:
For: (10) Ardila, Chaux, Flyte, Gluz, Lame, Namias, Radocchia, Santella, Stewart, Teel
Against: (0)
Abstain: (0)
6. Our next meeting will be held on Friday, June 10, 2022, from 10:30am – 11:30am following the hybrid model – in person at Burroughs Community Center and via Zoom as well.

(7.0) Recipient's Office Report

Tom Butcher gave the following report:

- They are working on the progress report that is due to HRSA.
- There will be a PO call on May 17th.

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- Contracts are underway and some are with Corp Counsel at this time.
- Director Bond is meeting with Tom and Jeff regarding our VSV.

(8.0) New/Old Business

- **Planning Council Training**

Dr. Natalie DuMont presented on Behavioral Health and HIV. Her presentation included the following:

- Mental Health
- Mental Health, HIV and STIs
- Mental Health as a Risk Factor
- Mental Health Disparities
- Mental Health and LGBTQ
- Key Considerations
- Connecticut Department of Mental Health and Addiction Services
- Current Events: Mental Health in America

(9.0) Regional Updates

There were none

(10.0) Community Input

There was none

(11.0) Announcements

There were none

(12.0) Parking Lot Items

None

(13.0) Adjournment - The meeting adjourned at 1:54pm

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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	X					
2.	Gigi Chaux	X	X	X	X	X					
3.	Max Cisneros	A	A	A	A	A					
4.	Cassandra Cokley	A	X	X	A	A					
5.	<i>Christopher Cole PC Co-Chair</i>	X	X	A	X	A					
6.	Brian Datcher	A	A	A	A	A					
7.	Armando Erba	A	A	A	A	A					
8.	Ken Flyte	X	X	X	X	X					
9.	Lisa Gluz	A	A	X	A	X					
10.	Robert James	A	A	A	A	A					
11.	Albana Lame	X	X	X	X	X					
12.	Ronald Montague	A	A	A	A	A					
13.	Joanne Montgomery	A	X	X	X	A					
14.	Mitchell Namias	X	A	X	X	X					
15.	Daniel Pettit	A	A	A	A	A					
16.	Richard Radocchia	X	X	X	A	X					
17.	Anthony Santella	X	X	X	X	X					
18.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X					
19.	Charlotte Teel	X	A	X	X	X					
	Ryan White Office	X	X	X	X	X					
	Planning Council Staff	X	X	X	X	X					
	% of Council present:	57%	52%	67%	52%	53%					

Guests: Tequetta Valeriano, Jamelia Beckford, Jean Brown, Ben Gertz, Kasia Olechowska, Dr. Natalie DuMont, Clunie Jean-Baptiste, Karina Danvers