

Roberta Stewart & Chris Cole, Co-Chairs

---

**Planning Council Meeting Minutes**

**Meeting Date:** Friday, March 10, 2023  
**Start Time:** 12:00 pm  
**End Time:** 1:52 pm  
**Location:** Burroughs Community Center & Zoom Teleconference  
**Presiding Chair:** Roberta Stewart  
**Recorder:** Cliff Barnett

---

**Summary of Committee Business Votes**

- Approval of Minutes from the February 10, 2023, Meeting Minutes

**(1.0) Moment of Silence**

Roberta called the meeting to order at 12:00pm. 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**

HRSA Project Officer Call on Tuesday, March 16, 2023, at 10:00am – 11:00am.

**(4.0) Community Input**

There was none.

**(5.0) Approval of the February 10, 2023, Meeting Minutes**

A motion to send the February 10, 2023 meeting minutes back to Planning Council staff for a full review due to accuracy concerns was made by Joanne Montgomery and seconded by Inthiany Ardila.

**For: (8):** Ardila, Cole, Datcher, Montgomery, Namias, Radocchia, Santella, Stewart

**Against: (0)**

**Abstain: (3)** Daniels, Ricciardelli, Spencer

**(6.0) Planning Council Committee Reports**

Quality Improvement/Strategic Planning & Assessment Committee

Mitchell Namias gave the following report:

Here is a summary of our meeting that was held on March 2, 2023:

1. We voted on and approved the meeting minutes from February 2, 2023 for both Quality Improvement and Strategic Planning & Assessment.
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. There was a review of the Integrated Comprehensive Plan. It was noted that this would be further discussed at part of the April meeting. Co-chairs were urged to get what data requests they may need turned in ASAP.
4. There was a discussion on the data needs for the PSRA and the coordination of facilitating the exchange of information. What data do we need and how do we intend to use it.
5. Reviewed the EMA's HIV Care Continua including subpopulations and newly diagnosed or linked to care. The following categories were noted:
  - a. Trans Women

*Roberta Stewart & Chris Cole, Co-Chairs*

---

- b. MSM's of color
  - c. Age
  - d. Newly Diagnosed/Linked to Care
  - e. CR team will make sure that data requests are submitted.
6. We reviewed the Annual Quality Improvement Plan for FY2023. This is a live document that can be changed at any time as part of Quality Improvement. There are 3 separate objectives. There are 4 performance measures that are being reviewed:
- a. Outpatient Ambulatory Health Services
  - b. Medical Case Management
  - c. Food Bank/Home Delivered Meals
  - d. Medical Transportation
7. We talked about if the regional system is working and how to best evaluate it. It was set up to ensure people were getting the services they need in all areas, but how do we figure out if it is working?
8. How can we address some of the concerns of the community in order to get them better involved in the functions of the Planning Council.
9. Our next meeting will be held on Thursday, April 6, 2023, in person at Burroughs Community Center and via Zoom as well.

#### Membership/Finance

Rich Radocchia gave the following report:

Here is a summary of our meeting that was held today, March 10, 2023:

1. We approved the minutes from the February 10, 2023 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 discussed areas where we are missing representation.
4. We reviewed 5 applications where the applicants have all met their attendance requirements. **VOTE**  
Roberta Stewart made a motion to approve the applications of Gloria McNeil, Kisha Gainer, Kimberly Fair, Tracey Webster and Lisa Weeks coming from the Membership/Finance committee.

**For: (11):** Ardila, Cole, Daniels, Datcher, Montgomery, Namias, Radocchia, Ricciardelli, Santella, Spencer, Stewart

**Against: (0)**

**Abstain: (0)**

5. We reviewed the Planning Council meeting feedback from February 10<sup>th</sup> and feedback was favorable.
6. Our next meetings will be held on Friday, April 14, 2023. We will be in person at Burroughs Community Center and via Zoom as well.

#### **(7.0) Recipient's Office Report**

Tom Butcher gave the following report:

- The 2022 fiscal year has been closed out and all contracts are now currently with the Mayor's office.
- Arville at the Recipients office has been working on data reports for later presentations. He will be looking at viral suppression in New Haven and Hartford
- Fiscally the EMA ended the year strong according to the expenditures for GY2022.
- Ishani Batawantudave at the recipient's office will be working on budgets and scopes moving forward.

**(8.0) New/Old Business**

**Planning Council Training** – Staff presented Ryan White 101 which included the following:

- Who was Ryan White?
- An overview of both the Ryan White Program and HRSA, Health Resources and Services Administration
- Key facts about the program.
- A summary of clients.
- Description of the different parts of the program.

**(9.0) Regional Updates**

There are no regional updates at this time.

**(10.0) Community Input**

There was none

**(11.0) Announcements**

- Jean Brown from Region 3 has been working with churches in the community.
- More churches are beginning to ask for more statistical data in their community.
- May 12<sup>th</sup> Healing Matters – Author of the book “Help I’m Dealing with Trauma.”
- Crystal Meth Anonymous in CT has a website [www.myctcma.org](http://www.myctcma.org).

**(12.0) Parking Lot Items**

There are none

**(13.0) Adjournment** - The meeting adjourned at 1:52pm

*Roberta Stewart & Chris Cole, Co-Chairs*

**Attendance Record – 2023**

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X							
2.	Samuel Bowens	A	A	A							
3.	Gigi Chaux	A	X	A							
4.	Carmella Ricciardelli	-	-	X							
5.	<i>Christopher Cole PC Co-Chair</i>	A	X	X							
6.	Wallace Daniels	-	-	X							
7.	Brian Datcher	X	A	X							
8.	Joanne Montgomery	X	X	X							
9.	Mitchell Namias	X	X	X							
10.	Richard Radocchia	X	A	X							
11.	Anthony Santella	X	X	X							
12.	Carolyn Spencer	X	A	X							
13.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X							
	Ryan White Office	X	X	X							
	Planning Council Staff	X	X	X							
	% of Council present:	69%	58%	85%							

Guests: Wallace Daniels, Lisa Weeks, Carmella Ricciardelli, Kimberly Fair, Jamelia Beckford, Jean Brown, Jennifer Loschiavo, Nida Butt, Ishani Batawantudave, Anthony Stevens, Lisa Weeks, Nitza Agosto, Rosa Alamo, Merceditas Villanueva, Anthony Stevens