

Gigi Chaux & Richard Radocchia, Co-Chairs

Membership/Finance Meeting Minutes

Meeting Date: Friday, March 10, 2023
Start Time: 10:02 am
End Time: 11:01 am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Richard Radocchia
Recorder: Cliff Barnett

Summary of Committee Business Votes

- Approval of Minutes from the February 10th, 2023

(1.0) Moment of Silence

- Rich called the meeting to order at 10:02am A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

- Richard introduced himself and his role as co-chair. All participants we then introduced both on zoom and in person

(3.0) Co-Chair Announcements

- The co-chairs announced that they were happy with the influx of new applications coming in for the Planning Council.

(4.0) Approval of the February 10th, 2023, meeting minutes

A motion to approve the February 10th, 2023, meeting minutes was made by Chris Cole and seconded by Roberta Stewart

For: (9) Ardila, Cole, Datcher, Flyte, Montgomery, Namias, Santella, Spencer, Stewart

Against: 0

Abstain: (3) Daniels, Radocchia, Ricciardelli

(5.0) New Business/Old Business

a. Review the Membership/Finance Committee Activity Timeline

- Reviewed the current PCAT for Membership/Finance and all activities are right on target.

b. Assist with the Membership Recruitment Campaign

- Regions gave an update on where they stand with our regional Zoom meetings.
- Membership is moving along with several new members scheduled to be added to the Planning Council.

c. Review Planning Council Membership

We have 5 applicants who have met their attendance requirements.

A motion was made to go into executive session by Chris Cole and seconded by Roberta Stewart

For: (12) Ardila, Cole, Daniels, Datcher, Flyte, Montgomery, Namias, Radocchia, Ricciardelli, Santella, Spencer, Stewart

Against: (0)

Gigi Chaux & Richard Radocchia, Co-Chairs

Abstain: (0)

A motion was made to come out of executive session by Chris Cole and seconded by Joanne Montgomery

For: (12) Ardila, Cole, Daniels, Datcher, Flyte, Montgomery, Namias, Radocchia, Ricciardelli Santella, Spencer, Stewart

Against: (0)

Abstain: (0)

A motion was made to move all 5 applicants to the Planning Council for a final vote by Chris Cole and seconded by Joanne Montgomery

For: (12) Ardila, Cole, Daniels, Datcher, Flyte, Montgomery, Namias, Radocchia, Ricciardelli Santella, Spencer, Stewart

Against: (0)

Abstain: (0)

d. **Review Planning Council Meeting Feedback from February 10, 2023**

Rich reviewed all Planning Council feedback and there was little feedback and no comments.

e. **Review PC attendance**

Staff reviewed the attendance for all Planning Council members. Staff will also review and confirm all attendance for GY2023.

f. **Review PC Membership for Federal reflectiveness mandate**

Membership reflectiveness was explained to all attendees. With the new members we should be at 18 members in total. Staff will update reflectiveness with once our new members are approved by the Planning Council and appointed by the Mayor.

g. **Determine Planning Council trainings**

Staff presented our Planning Council Activity Timeline for GY2023 to possibly align our trainings with the activities that will be done each month.

- March – Ryan White 101
- April – Overview of the monitoring process
- May – HIV Care continuum and linkage data
- It was suggested that members check out the CROI Conference on Retroviruses and Opportunistic infections conference website for additional training ideas

h. **New Planning Council Member training**

Ryan White 101 to take place during today's Planning Council meetings

(6.0) 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 mayors 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 GY22.
- Ishani at the recipient's office will be working on budgets and scopes moving forward.

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(7.0) Parking Lot Items

Plan committee trainings for the year

- As noted in item f, committee trainings have been planned until May of 2023
- PC would like CR to come up with a list of commonly used acronyms during PC meetings.

(8.0) Announcements

None

(9.0) Adjournment

The meeting adjourned at 11:01am

Membership Finance Committee Attendance Record – 2023

	Council Member	Jan	Feb	Mar	April	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X							
2.	Samuel Bowens	A	A	A							
3.	Gigi Chaux, Co-Chair	A	X	A							
4.	<i>Chris Cole PC Co-Chair</i>	A	X	X							
5.	Wallace Daniels			X							
6.	Brian Datcher	X	X	X							
7.	Kimberly Fair										
8.	Kisha Gainer										
9.	Gloria McNeil										
10.	Joanne Montgomery	X	X	X							
11.	Mitchell Namias	X	X	X							
12.	Richard Radocchia, Co-Chair	X	A	X							
13.	Carmella Ricciardelli			X							
14.	Anthony Santella	X	X	X							
15.	Carolyn Spencer	X	X	X							
16.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X							
17.	Tracey Webster										
18.	Lisa Weeks										
	Ryan White Office	X	X	X							
	Planning Council Staff	X	X	X							
	% of Council present:	69%	83%	83%							

Guests: Tracey Webster, Gloria McNeil, Kisha Gainer, Kimberly Fair, Nitza Agosto, Ishani Batuwantudav, Jean Brown.
Lisa Weeks



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Ryan White Planning Council Membership Reflectiveness
New Haven and Fairfield Counties

Planning Council Composition as of April 1, 2023

# of Planning Council Members	18								
Representation Requirements									
1. Health-care providers, including federally qualified health centers									
2. Community-based organizations serving affected populations and AIDS-service organizations						X			
3. Soc.-service providers, inc. housing and homeless-services providers						X			
4. Mental-health providers						X			
5. Substance-abuse providers						X			
6. Local public health agencies						X			
7. Hospital planning agencies or health-care planning agencies									
8. Affected communities, including individuals with HIV disease or AIDS, and historically under-served groups and subpopulations						X			
9. Non-elected community leaders						X			
10. State Medicaid agency									
11. State agency administering the Part B program						X			
12. RWTMA grantees under Part C						X			
13. RWTMA grantees under section 2671 (including Part D)						X			
14. Grantees under other Federal HIV programs, including HIV-Prevention Programs						X			
15. Formerly incarcerated PLWH/A or their representatives						X			
16. PLWH/A with Hepatitis C Co-Infection						X			
NHFF Profile*									
Gender	Target	PC	Non-Conflicted HIV Status		Target	PC	HIV Status	Target	PC
Men	66%	39%		Current	> 33%	44%	Positive	33%	58%
Women	34%	61%					Negative	NA	42%
Members by Region	Target**	PC		Race/Ethnicity	Target	PC	Risk	Target	PC
1, New Haven	34%	33%		Black	38%	39%	IDU	25%	9%
2, Waterbury	20%	6%		Hispanic	32%	22%	MSM	31%	27%
3, Bridgeport	25%	33%		White	27%	33%	MSM/IDU	2%	0%
4, Stam./Norw.	16%	6%		Other	3%	6%	Hetero	32%	46%
5, Danbury	5%	11%		Note: "Other" race includes Asian, American Indian, Alaskan Native, American Indian, Alaskan Native, Pacific Islander and mutli-racial.			Pedi/Other	2%	0%
Out of EMA	0%	11%					Other	8%	18%
Unidentified	0%	0%							



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*Target percentage information provided by CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/20"

Planning Council Attendance												
#	Council Member	Jan	Feb	March	April	May	June	Aug	Sept	Oct	Nov	Absences
1	Inthiany Ardila	X	X	X								
2	Samuel Bowens	A	A	A								3
3	Gigi Chaux	A	X	A								2
4	Christopher Cole	A	X	X								1
5	Wallace Daniels	-	-	X								0
6	Brian Datcher	X	A	X								1
7	Joanne Montgomery	X	X	X								0
8	Mitchell Namias	X	X	X								0
9	Richard Radocchia	X	A	X								1
10	Carmella Ricciardelli	-	-	X								0
11	Anthony Santella	X	X	X								0
12	Carolyn Spencer	X	A	X								1
13	Roberta Stewart	X	X	X								0

Executive Committee Attendance												
Council Member	Jan	Feb	March	April	May	June	August	Sept	Oct	Nov	Absences	
Gigi Chaux (MF)	A	X	A								2	
Chris Cole (Council Co-Chair)	A	X	X								1	
Joanne Montgomery (SPA)	X	X	X								0	
Mitchell Namias (SP)	X	X	X								0	
Rich Radocchia (MF)	X	A	X								1	
Anthony Santella (QI)	X	X	X								0	
Roberta Stewart (Council Co-Chair)	X	X	X								0	

Roberta Stewart
Roberta Stewart

Chris Cole
Chris Cole



Planning Council Committee Attendance												
#	Council Member	Jan	Feb	March	April	May	June	Aug	Sept	Oct	Nov	Absences
1	Inthiany Ardila	SPA;QI; MF	SPA;QI; MF	QUISP; MF								0
2	Samuel Bowens	SPA	ABSENT	ABSENT								2
3	Gigi Chaux	SPA;QI	SPA;QI; MF	QUISP								0
4	Christopher Cole	ABSENT	SPA;QI ;MF	QUISP; MF								0
5	Wallace Daniels	-	-	MF								0
6	Brian Datcher	MF	MF	QUISP; MF								0
7	Joanne Montgomery	SPA;QI; MF	SPA;QI; MF	MF								0
8	Mitchell Namias	SPA;QI; MF	SPA;QI; MF	QUISP; MF								0
9	Richard Radocchia	SPA;QI; MF	SPA;QI; MF	QUISP; MF								0
10	Carmella Ricciardelli	-	-	MF								0
11	Anthony Santella	SPA;QI	SPA;QI ;MF	QUISP; MF								0
12	Carolyn Spencer	SPA;QI; MF	SPA;QI; MF	QUISP; MF								0
13	Roberta Stewart	SPA;QI; MF	SPA;QI ;MF	QUISP; MF								0

QISP: Quality Improvement Strategic Planning & Assessment Committee | M/F: Membership/Finance Committee