

Joanne Montgomery, Mitchell Namias & Anthony Santella, Co-Chairs

Quality Improvement Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, November 7, 2024
Start Time: 9:06am
End Time: 10:44am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Anthony Santella
Recorder: Sara Seaburg

Summary of Committee Votes

Approval of the October 3, 2024 meeting minutes

Council Member Assignments

Attend Committee/Council meetings as outlined in the Council Bylaws.

Staff Member Assignments

(1.0) Moment of Silence

Anthony called the meeting to order at 9:06 am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

All participants introduced themselves.

(3.0) Co-Chair Announcements

There were none.

(4.0) Approval of October 3, 2024, Meeting Minutes.

Joanne Montgomery made a motion to approve the meeting minutes from October 3, 2024 and Inthiany Ardila seconded it.

For: (11) Ardila, Bigby, Chaux, Cole, Datcher, McNair, McNeil, Montgomery, Pennacchia, Radocchia, Stewart

Against: (0)

Abstain: (1) Santella

(4.0) New Business/Old Business

• **Review the Quality Improvement/Strategic Planning and Assessment Planning Council Activity Timeline**

The Committee reviewed the Planning Council Activity Timeline and determined that everything was on track.

• **Review Framework for Priority Setting and Resource Allocation Process**

The committee discussed the triennial needs assessment which would be based on the results from the large comprehensive needs assessment that was done and completed throughout the EMA and resulted in 500 completed surveys. This is currently on hold until further information is available to the Planning Council.

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- **Review/Update Service Standards and Service Category Definitions**

Staff presented the updated service standards and service category definitions document from last month's meeting and further updates were requested. This will be finalized and presented at the January meeting.

There was a lengthy discussion on the current directives and many opinions were heard. We will discuss this in January when we review/update them for GY2025.

- **Review structure of this committee**

Attendees discussed tasks of this committee and agreed that everything is working as planned. There was a request to move the meeting to a later start time at 9:30am and this was agreed upon.

- **Review Integrated Comprehensive Plan**

There was no update at this time.

- **Set the Agenda for the November Meeting along with an allocated timeframe for each agenda item.**

Attendees reviewed this and added needed items to the agenda for next month.

(7.0) Parking Lot Items – there are none

(8.0) Announcements

There were no announcements

(9.0) Adjournment

The meeting adjourned at 10:44pm

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Quality Improvement/Strategic Planning and Assessment Committee Attendance Record – 2024

	Council Member	Jan	Feb	Mar	April	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	A	X	X	X	X	X	X	X
2.	Maria Bigby	-	-	-	-	-	A	A	A	X	X
3.	Marco Castro	A	A	A	A	A	A	A	A	A	A
4.	Gigi Chaux	X	A	X	X	X	X	X	X	X	A
5.	<i>Chris Cole PC Co-Chair</i>	X	X	X	X	X	X	X	X	X	X
6.	Brian Datcher	X	A	X	A	X	X	X	X	X	X
7.	Libra Davis	-	-	-	-	-	X	X	X	A	A
8.	Christopher Johns	A	A	A	A	A	A	A	A	A	A
9.	Clara Johnson	A	A	A	A	A	A	A	A	A	A
10.	Doris McCoullough	-	-	-	-	-	A	A	A	A	A
11.	Gloria McNeil	X	X	X	X	X	X	X	X	X	X
12.	LaTonya McNair	-	-	-	-	-	-	-	-	X	X
13.	Joanne Montgomery, Co-Chair	X	X	X	A	X	X	X	A	X	X
14.	Mitchell Namias, Co-Chair	X	X	X	X	X	X	X	X	X	A
15.	Ruth Pennacchia	-	-	-	-	-	-	-	-	X	X
16.	Richard Radocchia	A	X	X	X	X	A	X	X	X	X
17.	Carmella Ricciardelli	A	X	X	X	X	X	A	A	A	A
18.	Anthony Santella, Co-Chair	A	X	X	X	X	X	X	A	X	X
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	X	X	X	X
	Ryan White Office	X	X	X	X	X	X	X	X	X	X
	Planning Council Staff	X	X	X	X	X	X	X	X	X	X
	% of Council present:	44%	50%	56%	44%	61%	65%	67%	50%	68%	63%

Guests: Jean Brown, Nitza Agosto, Jamelia Beckford, Suzette Davidson, Angie Matthis, Sofia Swaby, Jeremie Burdick, Lionel Thomas, Eddy Rodriguez, Denise Munroe Smith, Africka Hinds