

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

Quality Improvement Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, May 2, 2024
Start Time: 9:30am
End Time: 11:47am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Joanne Montgomery
Recorder: Sara Seaburg

Summary of Committee Votes

Approval of the April 4, 2024 meeting minutes

Council Member Assignments

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

Staff Member Assignments

(1.0) Moment of Silence

Joanne called the meeting to order at 9:30 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 April 4, 2024 Meeting Minutes.

Inthiany Ardila made a motion to approve the meeting minutes from April 4, 2024 and Chris Cole seconded it.

For: (7) Ardila, Chaux, Cole, Montgomery, Namias, Radocchia, Ricciardelli

Against: (0)

Abstain: (2) Datcher, 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 EMA'S HIV Care Continua Including Subpopulations and Newly Diagnosed/Linkage**

Dustin Pawlow presented the data received from the State of Connecticut Department of Public Health. He explained the data that we saw last month and was asked to develop a more user friendly presentation for the June meeting. We heard comments regarding the data and the timeliness of this data. It would be more helpful if we could receive data that was up to date.

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

The committee discussed the following items:

1. Behavioral Health Needs Assessment – Joanne gave an update on the progress of the small work group.
2. A comprehensive needs assessment – Staff presented an update on the in-care needs assessment and how all the regions are doing.
3. Community forums in each region – Staff presented the data results from all 5 community forums. We discussed that most clients are over 50 years old and that we will need to addressing this older population of people with HIV.
4. Data Utilization Report from the Recipient’s Office – we reviewed this data and compared it to the data the regions had. It was determined that staff will coordinate with the Recipient’s office to address any data discrepancies.

- **Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information,**

Staff presented the datasets we used last year for the priority setting and resource allocation process and these were discussed. It was decided that the following datasets will be used for the GY2025 Priority Setting and Resource Allocation Process:

- a. 2024 In Care Needs Assessment
- b. 2024 Priority Population Needs Assessment
- c. 2023 ALL Services Needs Assessment
- d. 2023 Newly Diagnosed Needs Assessment
- e. 2022 Late to Care Needs Assessment
- f. 2022 Behavioral Health
- g. 2021 Non-Virally Suppressed Needs Assessment – possibly update this one
- h. GY2023 Service Utilization Data

Joanne Montgomery made a motion to accept the above datasets to be used during our GY2025 Priority Setting & Resource Allocation process and Gigi Chaux seconded it.

For: (10) Ardila, Chaux, Cole, McNeil, Montgomery, Namias, Radocchia, Ricciardelli, Santella, Stewart

Against: (0)

Abstain: (1) Datcher

- **Assist in the Assessment of the Administrative Mechanism**

Joanne explained to all attendees what this process addresses and how it is conducted by the Planning Council. We will look at the 2 surveys we use for this process next month.

(7.0) Parking Lot Items

ITEM	DESCRIPTION	UPDATE
EMA Regional System Evaluation	How to best evaluate the EMA’s regional system.	ON HOLD

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(8.0) Announcements

A community member asked that we work on collaborating with CHC Act which is a HRSA health center program, in order to help facilitate a more uniform understanding of the work we do.

(9.0) Adjournment

The meeting adjourned at 11:47pm

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					
2.	Marco Castro	A	A	A	A	A					
3.	Gigi Chaux	X	A	X	X	X					
4.	<i>Chris Cole PC Co-Chair</i>	X	X	X	X	X					
5.	Wallace Daniels	A	A	A	A	A					
6.	Brian Datcher	X	A	X	A	X					
7.	Kisha Gainer	A	A	A	A	A					
8.	Christopher Johns	A	A	A	A	A					
9.	Clara Johnson	A	A	A	A	A					
10.	Gloria McNeil	X	X	X	X	X					
11.	Joanne Montgomery, Co-Chair	X	X	X	A	X					
12.	Mitchell Namias, Co-Chair	X	X	X	X	X					
13.	Richard Radocchia	A	X	X	X	X					
14.	Carmella Ricciardelli	A	X	X	X	X					
15.	Anthony Santella, Co-Chair	A	X	X	X	X					
16.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X					
17.	Tracey Webster	A	A	A	A	A					
18.	Lisa Weeks	A	A	A	A	A					
	Ryan White Office	X	X	X	X	X					
	Planning Council Staff	X	X	X	X	X					
	% of Council present:	44%	50%	56%	44%	61%					

Guests: Jean Brown, Nitza Agosto, Jamelia Beckford, Sofia Swaby, Afrika Hinds, Karim Ba, Denese Smith Monroe, Libra Davis