

Roberta Stewart & Chris Cole, Co-Chairs

Planning Council Meeting Minutes

Meeting Date: Friday, February 9, 2024
Start Time: 12:00 pm
End Time: 1:39 pm
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Roberta Stewart
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the January 12, 2024, 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 February 27th at 2:00pm.
- We will be having our Priority Setting meeting on Tuesday, July 30th and our Resource Allocation meeting on Thursday, August 1st.

(4.0) Community Input

There was none.

(5.0) Approval of the January 12, 2024, Meeting Minutes.

A motion to approve the January 12, 2024 meeting minutes was made by Joanne Montgomery and seconded by Gigi Chaux.

For: (11): Ardila, Castro, Chaux, Datcher, Johns, McNeil, Montgomery, Namias, Ricciardelli, Santella, Stewart

Against: (0)

Abstain: (3) Gainer, Johnson, Radocchia

(6.0) Planning Council Committee Reports

Quality Improvement and Strategic Planning Committee (QISPA)

Anthony Santella gave the following report:

Here is a summary of our meeting that was held on February 1, 2024:

1. We voted on and approved the meeting minutes from January 5, 2024.
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 the datasets we will use for next year's PSRA process:
 - a. Behavioral Health – Robert Heimer lead a discussion on how to move forward with our behavioral health needs assessment and made suggestions. He is willing to work with us moving forward and Joanne will take the lead on this with him.

Roberta Stewart & Chris Cole, Co-Chairs

- a. Large Comprehensive In Care Needs Assessment – Staff presented the N/A questions from the 2020 in care survey and updates were made. We'll review the updated survey next month, and staff will email this out prior to the meeting.
 - b. 5 Community Forums, 1 for each region – Staff gave an update on the progress of these.
 - c. IMCM – Staff presented the final report of the findings from the monitoring visits.
4. We reviewed the By-Laws with updates suggested last month and these were approved. VOTE

Joanne Montgomery made a motion to approve the newly updated by-laws and Inthiany Ardila seconded it.

For: (14): Ardila, Castro, Chau, Datcher, Gainer, Johns, Johnson, McNeil, Montgomery, Namias, Radocchia, Ricciardelli, Santella, Stewart

Against: (0)

Abstain: (0)

5. We reviewed the current directives to the Recipient's office and decided to continue to review these again next month.
6. Our next meeting will be held on March 7, 2024 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 on February 9, 2024:

1. We voted on and approved the meeting minutes from January 5, 2023.
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 the following topics:
 - a. We reviewed the reflectiveness documents and we're working on finding representation in the following areas – local public health agencies, hospital planning or health-care planning agencies and state Medicaid agencies.
 - b. We approved the renewal Planning Council application of Gigi Chau.

Rich Radocchia made a motion to approve the renewal Planning Council application of Gigi Chau which was approved during the M/F meeting today.

For: (14): Ardila, Castro, Chau, Datcher, Gainer, Johns, Johnson, McNeil, Montgomery, Namias, Radocchia, Ricciardelli, Santella, Stewart

Against: (0)

Abstain: (0)

- c. Determine future PC trainings –March we will present a Mentor training.
4. Our next meeting will be held on March 15, 2024 in person at Burroughs Community Center and via Zoom as well.

(7.0) Recipient's Office Report

Tom Butcher gave the report.

1. They have completed the awards for each region and the award letters will be going out this week for the 7-month partial award.

Roberta Stewart & Chris Cole, Co-Chairs

2. There will be a proposal review meeting on March 14th and a teams invite will be sent out.
3. They've run a report concerning the viral suppression rates for all ICM clients and rates are very good for the current year.

(8.0) New/Old Business

- **Planning Council Training** – Gigi Chaux presented a training on Performance Measures. This training included the following:
 1. All services that we fund in our EMA.
 2. A simple explanation of the performance measures for each service.

(9.0) Regional Updates

Region 1: None

Region 2: None

Region 3: None

Region 4: None

Region 5: None

(10.0) Community Input

There was none

(11.0) Announcements

- Rich announced that there are meetings weekly for Crystal Meth Anonymous and for further information, you can go to <https://www.myctcma.org/>.
- Jean will be sending staff information about the support groups they are offering in Region 3.

(12.0) Parking Lot Items

There are none

(13.0) Adjournment - The meeting adjourned at 1:39pm

Roberta Stewart & Chris Cole, Co-Chairs

Attendance Record – 2024

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X								
2.	Marco Castro	X	X								
3.	Gigi Chaux	X	X								
4.	<i>Christopher Cole PC Co-Chair</i>	X	A								
5.	Wallace Daniels	A	A								
6.	Brian Datcher	X	X								
7.	Kisha Gainer	A	X								
8.	Christopher Johns	X	X								
9.	Clara Johnson	A	X								
10.	Gloria McNeil	X	X								
11.	Joanne Montgomery	X	X								
12.	Mitchell Namias	X	X								
13.	Richard Radocchia	A	X								
14.	Carmella Ricciardelli	X	X								
15.	Anthony Santella	X	X								
16.	<i>Roberta Stewart PC Co-Chair</i>	X	X								
17.	Lisa Weeks	A	A								
18.	Tracy Webster	A	A								
	Ryan White Office	X	X								
	Planning Council Staff	X	X								
	% of Council present:	67%	78%								

Guests: Kelly Wright, Jean Brown, Jamelia Beckford, Denese Smith Monroe, Migdalia Garcia, Clunie Jean Baptiste, Ramona Santos, Merceditas Villanueva, Kasima Geter, Keith Taylor, Joanna Cruz, Erin Godal, Michelle Mitchell, Nida Butt, Daryl Johnson, Maria Bigby, Dr. Ba, Angie Matthis