

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

**Quality Improvement Strategic Planning & Assessment Committee Meeting Minutes**

**Meeting Date:** Thursday, January 2, 2025  
**Start Time:** 9:32am  
**End Time:** 10:44am  
**Location:** Burroughs Community Center & Zoom Teleconference  
**Presiding Chair:** Anthony Santella  
**Recorder:** Sara Seaburg

**Summary of Committee Votes**

Approval of the November 7, 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 9:32 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 November 7, 2024, Meeting Minutes.**

Mitchell Namias made a motion to approve the meeting minutes from November 7, 2024 and Inthiany Ardila seconded it.

**For: (9)** Ardila, Burdick, Datcher, McNair, McNeil, Montgomery, Pennacchia, Santella, Stewart

**Against: (0)**

**Abstain: (3)** Davis, Namias, Ricciardelli

**(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. Staff will reach out to Andy McCracken, Sr. Director of Data Analytics for his assistance with this. Staff will also reach out again to the Health Department and request specific items from the HRSA-25-054 Notice of Funding Opportunity (NOFO) submitted.

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

Staff presented the HRSA definition and the NHFF EMA definition of Housing and OAHS for the committee to review. Updates were made to these and a complete review of all service standards was done.

Mitchell Namias made a motion to approve the updated GY25 service standards and Inthiany Ardila seconded it:

**For: (11)** Ardila, Burdick, Datcher, Davis, McNair, McNeil, Namias, Pennacchia, Ricciardelli, Santella, Stewart

**Against: (0)**

**Abstain: (1)** Montgomery

- **Review Integrated Comprehensive Plan**

Mitchell Namias presented the progress made with the integrated plan. Items of concern for the Planning Council were addressed and corrected.

Joanne Montgomery made a motion to accept the Integrated Plan without reservations and Roberta Stewart seconded it:

**For: (11)** Ardila, Burdick, Datcher, Davis, McNair, McNeil, Namias, Pennacchia, Ricciardelli, Santella, Stewart

**Against: (0)**

**Abstain: (1)** Montgomery

- **Determine Directives to Ryan White Office**

Staff presented the current directives for review. The committee discussed possible changes but ultimately decided to continue with the current directives as it would reaffirm their belief in the best way to provide services equitably and most effectively. Small updates were made.

Roberta Stewart made a motion to approved the updated Directives to the Recipient's Office and Mitchell Namias seconded it.

**For: (11)** Ardila, Burdick, Datcher, Davis, McNair, McNeil, Namias, Pennacchia, Ricciardelli, Santella, Stewart

**Against: (0)**

**Abstain: (1)** Montgomery

- **Review City of New Haven Health Department's (NHHD) current Ryan White Services Request for Proposal (RFP) (2024-RFP-128) listed service category allocations compared to PC's approved FY 25 service category allocations**

Attendees discussed this at length and it was determined at this time, that it would be too early to take any action and we will revisit this if necessary.

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

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

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

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**(7.0) Parking Lot Items** – there are none

**(8.0) Announcements**

There were no announcements

**(9.0) Adjournment**

The meeting adjourned at 10:44pm

**Quality Improvement/Strategic Planning and Assessment Committee Attendance Record – 2025**

	<b>Council Member</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>
1.	Inthiany Ardila	X									
2.	Maria Bigby	A									
3.	Jeremie Burdick	X									
4.	Marco Castro	A									
5.	Gigi Chaux	A									
6.	<i>Chris Cole PC Co-Chair</i>	A									
7.	Brian Datcher	X									
8.	Libra Davis	X									
9.	Christopher Johns	A									
10.	Clara Johnson	A									
11.	Doris McCoullough	A									
12.	Gloria McNeil	X									
13.	LaTonya McNair	X									
14.	<b>Joanne Montgomery, Co-Chair</b>	X									
15.	<b>Mitchell Namias, Co-Chair</b>	X									
16.	Ruth Pennacchia	X									
17.	Richard Radocchia	A									
18.	Carmella Ricciardelli	X									
19.	<b>Anthony Santella, Co-Chair</b>	X									
20.	<i>Roberta Stewart PC Co-Chair</i>	X									
	Ryan White Office	X									
	Planning Council Staff	X									
	% of Council present:	60%									

Guests: Jean Brown, Suzette Davidson, Angie Matthis, Sofia Swaby, Lionel Thomas, Denise Munroe Smith, Africka Hinds, Unique Williams