

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

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

**Meeting Date:** Thursday, February 6, 2025  
**Start Time:** 9:30am  
**End Time:** 11: 57am  
**Location:** Zoom Teleconference  
**Presiding Chair:** Anthony Santella  
**Recorder:** Sara Seaburg

**Summary of Committee Votes**

Approval of the January 2, 2025 meeting minutes  
Approval of the updated by laws for GY2025

**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 January 2, 2025, Meeting Minutes.**

Roberta Stewart made a motion to approve the meeting minutes from January 2, 2025 and Inthiany Ardila seconded it.

**For: (10)** Ardila, Burdick, Davis, McNair, McNeil, Namias, Pennacchia, Ricciardelli, Santella, Stewart

**Against: (0)**

**Abstain: (3)** Cole, Johnson, Radocchia

**(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 Director of Data Analytics, Andy McCracken from CR will be looking at the data collected from the large needs assessment of 500 surveys and look for trending data to determine areas that would be worthwhile to look further into.

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Also, the request to the City of New Haven Health Department for the GY2025 grant application will be sent out next week for our review.

- **Review/Update By Laws and Policy & Procedure Manual**

Staff presented the by laws for review. The updates were identified and explained to all attendees.

There were simple updates requested:

1. HIV+ to PWH
2. Under committee co-chair eligibility, the narrative now reads: Eligibility is limited to Members who are actively attending that committee's meetings regularly, understand the work of that committee and are in good standing.

Rich Radocchia made a motion to approve the updated by laws and Inthiany Ardila seconded it.

**For: (13)** Ardila, Burdick, Cole, Davis, Johnson, McNair, McNeil, Namias, Pennacchia, Radocchia, Ricciardelli, Santella, Stewart

**Against: (0)**

**Abstain: (0)**

Staff presented the Policy & Procedure Manual next. This was reviewed and all changes made in the by laws will be reflected in this document.

Rich Radocchia made a motion to approve the updated policy & procedure manual and Inthiany Ardila seconded it.

**For: (13)** Ardila, Burdick, Cole, Davis, Johnson, McNair, McNeil, Namias, Pennacchia, Radocchia, Ricciardelli, Santella, Stewart

**Against: (0)**

**Abstain: (0)**

Staff will send out both documents tomorrow at the the latest for a 1 week review prior to the final vote at the Planning Council on Friday, February 14, 2025.

- **Review Scope of Work for Next Year**

Staff presented the current scope of work for this committee from GY2024. All activities were reviewed, and the following change was made. Review/Update Directives prior to the PSRA process meetings. This is going to be done on Day 1, July 29, 2025 when we go through the priority setting process where we review all datasets and set priorities.

Inthiany Ardila made a motion to approve the updated scope of work for GY2025 and Chris Cole seconded it.

**For: (13)** Ardila, Burdick, Cole, Davis, Johnson, McNair, McNeil, Namias, Pennacchia, Radocchia, Ricciardelli, Santella, Stewart

**Against: (0)**

**Abstain: (0)**

- **Update on the HIV Integrated Prevention and Care Plan**

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Mitchel updated attendees that the CHPC is just awaiting the letters of concurrence from the Hartford TGA and NHFF EMA to move forward with finalizing the current Plan.

- **Ryan White Office Report**

Ella presented the quarterly performance measure portfolio for quarter 3. This included the following:

1. What are performance measures, PCN 15-02 guidelines and QI projects
2. Quality improvement initiatives for GY24
3. EMA wide project – linkage to care
4. Screenings performance measures

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

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

There was a discussion regarding the communication that providers in the EMA received from the City of New Haven Health Department saying that any services provided after 1/31/25 would not be funded. Other communications received based on the executive orders from the new administration are changing on a daily basis and it's been difficult to understand. Providers have laid off staff due to talks of funding cuts.

Advocacy is more important now than ever. There was a document shared to register to testify to support LGBTQ+ Rights. Also, Senator Murphy is hosting a meeting in West Hartford as well. Chris will be sharing advocacy information that he receives.

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

**(8.0) Announcements**

There were no announcements

**(9.0) Adjournment**

The meeting adjourned at 11:57am

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**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	X								
2.	Maria Bigby	A	A								
3.	Jeremie Burdick	X	X								
4.	Marco Castro	A	A								
5.	Gigi Chaux	A	A								
6.	<i>Chris Cole PC Co-Chair</i>	A	X								
7.	Brian Datcher	X	A								
8.	Libra Davis	X	X								
9.	Christopher Johns	A	A								
10.	Clara Johnson	A	X								
11.	Doris McCoullough	A	A								
12.	Gloria McNeil	X	X								
13.	LaTonya McNair	X	X								
14.	<b>Joanne Montgomery, Co-Chair</b>	X	A								
15.	<b>Mitchell Namias, Co-Chair</b>	X	X								
16.	Ruth Pennacchia	X	X								
17.	Richard Radocchia	A	X								
18.	Carmella Ricciardelli	X	X								
19.	<b>Anthony Santella, Co-Chair</b>	X	X								
20.	<i>Roberta Stewart PC Co-Chair</i>	X	X								
	Ryan White Office	X	X								
	Planning Council Staff	X	X								
	% of Council present:	60%	65%								

Guests: Jean Brown, Sofia Swaby, Lionel Thomas, Africka Hinds, Unique Williams, Angie Matthis, Nitza Agosto, Denise Mulbah, Clunie Jean-Baptiste, Laura Adams