



Roberta Stewart & Christopher Cole, Co-Chairs

Planning Council Meeting Agenda

Friday, February 13, 2026

12:00pm – 2:00pm

Burroughs Community Center, 2470 Fairfield Ave, Bridgeport, CT

To Join Zoom Meeting from your computer/laptop or tablet

<https://us02web.zoom.us/j/81653874730?pwd=YGVl3zJnaWhDWBvYQgybOaaqGHWEbf.1>

To join via Cell Phone/Telephone:

Dial (929) 205-6099

Meeting ID: 816 5387 4730

Password: 693046

- | | |
|----------|--|
| 12:00 PM | 1. Moment of Silence |
| 12:05 PM | 2. Introductions (Name, Town where you live, Planning Council Leadership role if applicable i.e.: Committee Co-Chair of Membership/Finance) |
| 12:10 PM | 3. Meeting Overview and Co-Chair Announcements <ul style="list-style-type: none">• HRSA Project Officer Call on February 17, 2026 at 10AM |
| 12:20 PM | 4. Community Input (Open to Public) |
| 12:30 PM | 5. VOTE: January 16, 2025, Meeting Minutes |
| 12:35 PM | 6. Planning Council Committee Updates <ul style="list-style-type: none">• Quality Improvement/Strategic Planning & Assessment (QISPA)• Membership/Finance (M/F) |
| 1:10 PM | 7. Recipient's Office Report |
| 1:25 PM | 8. New/Old Business <ul style="list-style-type: none">• Planning Council Training – Parliamentary Procedure/Roberts Rules of Order |
| 1:45 PM | <ul style="list-style-type: none">• Community Input (Open to Public) |
| 1:50 PM | <ul style="list-style-type: none">• Announcements (Open to Public) |
| 1:55 PM | 9. Planning Council Feedback |
| 2:00 PM | 10. Adjournment |

MARCH MEETINGS

- Quality Improvement Strategic Planning & Assessment Committee – Thursday, March 5th, 9:30am – 12:00pm
- Executive Committee – Wednesday, March 11th, 2:00pm – 3:00pm
- Membership/Finance Committee - Friday, March 13th, 10:30 am – 11:30am
- Planning Council – Friday, March 13th, 12:00pm – 2:00pm

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Meetings are open to the public, including representatives from the media and the press. Public Participants may express their opinions during three segments of the monthly meetings: during Public Comment Sections and Announcements. All meetings are digitally recorded for the accuracy of the information presented per the Planning Council's Digital Recording Policy.

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Planning Council Meeting Minutes

Meeting Date: Friday, January 16, 2026
Start Time: 12:00 pm
End Time: 1:19 pm
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Chris Cole
Recorder: Thomas Rodriguez Schucker

Summary of Committee Business Votes

- Approval of Minutes of November 14, 2025, Meeting Minutes

(1.0) Moment of Silence

Chris 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.

Chris 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

Chris announced that there will a Project Officer call on Tuesday, January 20, 2026 at 10am.

(4.0) Community Input

There was none

(5.0) Approval of November 14, 2025, Meeting Minutes.

A motion to approve the November 14, 2025 meeting minutes was made by Joanne Montgomery and seconded by Inthiany Ardila.

For: (14): Ardila, Bigby, Burdick, Cole, Datcher, Geter, Johns, McNair, McNeil, Montgomery, Pennacchia, Santella, Stewart, Walton

Against: (0)

Abstain: (2) Davis, Namias

(6.0) Planning Council Committee Reports

Quality Improvement and Strategic Planning Committee (QISPA)

Anthony gave the following report:

Here is a summary of our meeting that was held on January 8, 2026:

1. We voted on and approved the minutes from November 6, 2025.
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 reviewed the needs assessment survey questions that Dorothy provided based on information from all our previous needs assessment questions and updates were made that will be sent back to her for a final review.
4. We reviewed and discussed the current service standards. Ella came with recommendations from their site visit with Health Access and suggested we add the performance measures of all funded standards to the end of the current standards for reference for all providers. Staff also reviewed them for appropriate language, and these were reviewed as well. We'll review these one last time at the February meeting for a vote.
5. We heard an update on the Integrated HIV Prevention and Care Plan.

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6. We discussed datasets for the GY27 Priority Setting and Resource Allocation Process and anticipate that the new needs assessment will replace some if not all of the datasets we've used in the past years.
7. We reviewed the PCAT for GY26 and it was decided that no updates were needed at this time.
8. Our next meeting will be on February 5, 2026.

Mitchell Namias presented an update on Integrated HIV Prevention and Care Plan which included the following:

- A background for planning
- What's in the plan, a table of contents
- Plan development timeline
- Specific asks during January
- Draft statewide SWOT summary
- Draft Goals
- Opportunities for input

Membership/Finance Committee (M/F)

Christopher Johns gave the following report:

1. We voted on and approved the meeting minutes from November 14, 2025.
2. We discussed a new application where the applicant will meet the HRSA requirements for a representative from a 'Hospital planning agencies or health-care planning agencies' and they will be invited into the membership application process.
3. We have 18 Planning Council members with 36% being community members.
4. Today's training will be a presentation on Cultural Bias and How it can Impact the Work of the Planning Council.

(7.0) Recipient's Office Report

- Arvil Alicea is working on the Ryan White Services Report with a due date of 2/1.
- There will be a new build to the CAREWare system on 2/2 in Hartford.
- Natalie reported that they completed Q3 CQM committee meeting and that went well.
- They are currently underspent but will be receiving more drawdowns from providers this month to help get a more clear picture of expenditures.
- They had their GY2024 exit interviews for the quality assurance monitoring and those will be going to all regions.
- Ella will be out of the office beginning January 23rd until April on maternity leave.

(8.0) New/Old Business

- **Planning Council Training**

Chris Cole presented on 'Cultural Bias and its Impact on Planning Council Work'. This included the following:

- a. What is cultural bias
- b. Common biases
- c. Where bias shows up
- d. Strategies to reduce bias
- e. Building a culture of awareness

(9.0) Community Input

There was none

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(10.0) Announcements

- Mitchell announced that the cap on CIPA has been raised from \$1800 to \$2500.

(11.0) Parking Lot Items

There are none

(12.0) Adjournment - The meeting adjourned at 1:19pm

Attendance Record – 2025

	Council Member	Jan	Feb	Mar	Apr	May	June	Sept	Oct	Nov
1.	Inthiany Ardila	X								
2.	Maria Bigby	X								
3.	Jeremie Burdick	X								
4.	<i>Christopher Cole PC Co-Chair</i>	X								
5.	Brian Datcher	X								
6.	Libra Davis	X								
7.	Kasima Geter	X								
8.	Christopher Johns	X								
9.	LaTonya McNair	X								
10.	Gloria McNeil	X								
11.	Joanne Montgomery	X								
12.	Mitchell Namias	X								
13.	Ruth Pennacchia	X								
14.	Richard Radocchia	A								
15.	Eddy Rodriguez	A								
16.	Anthony Santella	X								
17.	<i>Roberta Stewart PC Co-Chair</i>	X								
18.	Sophie Walton	X								
	Ryan White Office	X								
	Planning Council Staff	X								
	% of Council present:	85%								

Guests: Ray Ruiz, Raphael Font, Sophia Swaby, Nitza Agosto, Jamelia Beckford, Clunie Jean-Baptiste