

Roberta Stewart & Chris Cole, Co-Chairs

Planning Council Meeting Minutes

Meeting Date: Friday, April 10, 2026
Start Time: 12:05 pm
End Time: 1:31 pm
Location: Zoom Only
Presiding Chair: Chris Cole
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes of March 13, 2026, 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. Chris also emphasized the importance of inclusive participation, consumer voice, and shared responsibility.

(3.0) Co-Chair Announcements

- A HRSA Project Officer meeting with Planning Council leadership, Planning Council support staff, and the Recipient Office is scheduled for April 21, 2026.
- HRSA will conduct an in person site visit in early June 2026, the first in approximately ten years.
- Planning Council leadership will participate in:
 - An Entrance Interview
 - Committee Co Chair meetings
 - An Exit Interview on June 12, 2026
- Due to the Exit Interview, the June 12, 2026 Planning Council meeting will be rescheduled to Thursday, June 4, 2026, combined with an abbreviated QISPA meeting (9:00 a.m. – 12:00 p.m.).
- Members were advised that attendance conflicts related to the rescheduled meeting may be discussed if they affect attendance limits.

Roberta Stewart clarified that unconflicted Planning Council members may participate in the consumer session with HRSA consultants; interested members should notify the Recipient Office.

(4.0) Community Input

There was none

(5.0) Approval of March 13, 2026, Meeting Minutes.

Inthiany Ardila made a motion to approve the March 13, 2026 meeting minutes and Roberta Stewart seconded the motion.

For: (11): Ardila, Burdick, Cole, Datcher, Davis, Geter, Johns, McNair, Namias, Pennacchia, Stewart

Against: (0)

Abstain: (2) Radocchia, Walton

(6.0) Planning Council Committee Reports

Quality Improvement and Strategic Planning Committee (QISPA)

Mitchell Namias gave the following report:

1. We voted on and approved the minutes from March 5, 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. Mitchell presented an update on the integrated plan, a 5-year plan required by HRSA and CDC to reduce new HIV infections and improve services for people with HIV. A draft will be released this week with a 3-4 week public comment period.
4. We discussed tracking progress for a client survey, with Krystal reporting 66 entries so far. Several participants discussed their agencies' efforts to survey Part A clients, though some challenges were noted including staff transitions and competing priorities.
5. We discussed concerns about the timeline for updating datasets and conducting surveys for priority setting and resource allocation. We voted and approved to use the same data sets from last year, including service utilization, expenditure reports, and unduplicated client counts, but to validate and update this information before proceeding.
6. We discussed updates to a timeline for planning council activities and updated the PCAT appropriately and talked about a triennial needs assessment and potential follow-up studies.
7. The recipient's office will establish a standard operating procedure (SOP) for incentivizing participation of people with lived experience in Planning Council operations.
8. Our next meeting will be on May 7, 2026.

Chris Cole made a motion from the Executive Committee to move PSRA meetings from July 2026 to September 2026 after Labor Day.

For: (13): Ardila, Burdick, Cole, Datcher, Davis, Geter, Johns, McNair, Namias, Pennacchia, Radocchia, Stewart, Walton

Against: (0)

Abstain: (0)

Membership/Finance Committee (M/F)

Christopher Johns gave the following report:

1. We voted on and approved the meeting minutes from March 13, 2026.
2. We have 18 Planning Council members with 33.33% being non-conflicted consumers
3. Planning Council feedback overall was very good from the meeting on March 13, 2026.
4. Today's training will be a presentation on Robert's Rules of Order.
5. Our next meeting will be on May 15, 2026.

(7.0) Recipient's Office Report

Krystal Medley and Lakeisha Green provided the report on behalf of the Recipient's Office:

- 6 of 8 contracts fully executed; remaining contracts progressing
- Preparing for the upcoming HRSA site visit
- Annual Progress Report due at the end of May
- Expenditures at 98.31% overall
- Formula funding expended above the 95% threshold (99.2%)

(8.0) New/Old Business

- **Planning Council Training**

Integrated HIV Prevention & Care Plan

Mitchell Namius delivered an in-depth training on the **draft Integrated HIV Prevention & Care Plan**, including:

- Purpose and federal requirements
- Overview of the four national pillars: **Prevent, Diagnose, Treat, Respond**
- Proposed statewide goals, objectives, and measurable outcomes
- Syndemic approach addressing HIV, STDs, Hepatitis C, and substance use
- Emphasis on **Section 5 (Goals and Objectives)** for public feedback
- Explanation of implementation strategies, monitoring, and evaluation

Members were encouraged to:

- Review the draft plan via the CHPC website
- Share the plan with clients and community members
- Submit feedback during the public comment period

Discussion:

Members raised concerns and suggestions regarding:

- Mental health barriers and stigma
- Outreach to shelters, recovery housing, and non-traditional settings
- Data collection limitations for community-based outreach All participants were encouraged to submit these comments formally.

(9.0) Community Input

There was none

(10.0) Announcements

- Upcoming HPC meeting in Hartford announced
- Planning Council feedback QR code and link shared in the chat

(11.0) Parking Lot Items

There are none

(12.0) Adjournment - The meeting adjourned at 1:51pm

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Attendance Record – 2026

	Council Member	Jan	Feb	Mar	Apr	May	June	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	X					
2.	Maria Bigby	X	X	X	A					
3.	Jeremie Burdick	X	A	X	X					
4.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	X					
5.	Brian Datcher	X	A	X	X					
6.	Libra Davis	X	A	X	X					
7.	Kasima Geter	X	X	X	X					
8.	Christopher Johns	X	X	X	X					
9.	LaTonya McNair	X	X	X	X					
10.	Gloria McNeil	X	X	X	A					
11.	Joanne Montgomery	X	X	X	A					
12.	Mitchell Namias	X	A	X	X					
13.	Ruth Pennacchia	X	A	X	X					
14.	Richard Radocchia	A	X	A	X					
15.	Eddy Rodriguez	A	A	A	A					
16.	Anthony Santella	X	X	X	X					
17.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X					
18.	Sophie Walton	X	X	A	X					
	Ryan White Office	X	X	X	X					
	Planning Council Staff	X	X	X	X					
	% of Council present:	85%	67%	83%	72%					

Guests: Unique Williams, Ray Ruiz, Clunie Jean Baptiste, Sofia Swaby, Jan DeGraca, Jamelia Beckford