

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

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

**Meeting Date:** Thursday, April 6, 2023  
**Start Time:** 9:40am  
**End Time:** 11:59am  
**Location:** Burroughs Community Center & Zoom Teleconference  
**Presiding Chair:** Mitchell Namias  
**Recorder:** Sara Seaburg

**Summary of Committee Votes**

- Approval from the March 2, 2023 Meeting Minutes

**Council Member Assignments**

- Attend Committee/Council meetings as outlined in the Council Bylaws.

**Staff Member Assignments**

**(1.0) Moment of Silence**

Mitchell called the meeting to order at 9:30 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 March 2, 2023 Meeting Minutes**

Rich Radocchia made a motion to approve the Quality Improvement Strategic Planning & Assessment meeting minutes from March 2, 2023 and Joanne Montgomery seconded it.

**For: (6)** Ardila, Datcher, Namias, Radocchia, Santella, Spencer

**Against: (0)**

**Abstain: (2)** Chau, Montgomery

**(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 Integrated Comprehensive Plan**

This is being put on hold until further feedback is received from HRSA and CDC.

- **Review Quality Assurance Site Visit 5 Year Trending Document**

Staff presented the results of the last monitoring visit of the EMA. There are some areas where improvement is needed but overall the results were very good. There were some questions on

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

---

some of the data and this will be reviewed and updated and presented again in May to help answer these questions.

- **Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information.**

We discussed the data that we have requested from CT DPH and were told we'd have this by our May meeting. We also discussed staff developing a needs assessment survey to prioritize ALL service categories offered by Ryan White and this will be ready to review in May. Andy from Collaborative Research will be reviewing more data received from the Recipient's office in order to narrow down the information to be presented on Women of Color of Child Bearing Years in May.

Staff was asked to do a comparison on our Priority Setting and Resource Allocation approved outcomes for the last 5 grant years and this will be presented in May. Also included will be the GY2023 resource allocation methodology for each service category. We are trying to see information prior to the pandemic, during and finally after the pandemic.

We also reviewed datasets discussed datasets to keep for GY 2024 PSRA process. They are the following:

In Care Needs Assessment  
Non-Virally Suppressed Needs Assessment  
Service Utilization Report from the Recipient's Office

Attendees would like to update the Newly Diagnosed Needs Assessment and staff will send the survey questions out to QISPA co-chairs for feedback and make the updates based on their feedback and this will be reviewed in May.

- **Clinical Quality Management Update**

Ronnie Andrews from Health Access gave an update on the latest CQM activities in our EMA.

**(5.0) Announcements**

There were none.

**(6.0) Adjournment**

The meeting adjourned at 11:59 am

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

**Quality Improvement/Strategic Planning and Assessment Committee Attendance Record – 2023**

	<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	X	X						
2.	Samuel Bowens	A	A	A	A						
3.	Gigi Chaux	A	A	X	X						
4.	<i>Chris Cole PC Co-Chair</i>	A	X	X	A						
5.	Wallace Daniels			A	A						
6.	Brian Datcher	X	X	X	X						
7.	Kimberly Fair				A						
8.	Kisha Gainer				A						
9.	Gloria McNeil				A						
10.	<b>Joanne Montgomery, Co-Chair</b>	X	X	A	X						
11.	<b>Mitchell Namias, Co-Chair</b>	X	X	X	X						
12.	Richard Radocchia	X	A	X	X						
13.	Carmella Ricciardelli			A	A						
14.	<b>Anthony Santella, Co-Chair</b>	X	X	X	X						
15.	Carolyn Spencer	X	X	X	X						
16.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X						
17.	Tracey Webster				A						
18.	Lisa Weeks				A						
	Ryan White Office	X	X	X	X						
	Planning Council Staff	X	X	X	X						
	% of Council present:	75%	75%	65%	50%						

Jamelia Beckford, Kathy Jennings, Jean Brown, Nida Butt, Nitza Agosto, Nick Boshnack, Makayla Dawkins