

Membership/Finance Meeting

Minutes Meeting Date: Friday, April 11, 2025

Start Time: 10:30 am

End Time: 11:37 am

Location: Zoom Teleconference

Presiding Chair: Rich Radocchia, Christopher Johns, Gloria McNeil

Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes of the March 14, 2025 meeting.
- Application of Sophie Walton for review and vote.

(1.0) Moment of Silence

Rich Radocchia called the meeting to order at 10:30am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

Rich introduced herself and her role as co-chair. All participants introduced themselves.

(3.0) Co-Chair Announcements

There were none

(4.0) Approval of March 14, 2025, meeting minutes

A motion to approve March 14, 2025, meeting minutes was made by Roberta Stewart and seconded by Clara Johnson.

For: (11) Bigby, Burdick, Cole, Johns, Johnson, McNair, McNeil, Namias, Pennacchia, Radocchia, Stewart

Against: (0)

Abstain: (2) Montgomery, Watson

(5.0) New Business/Old Business

a. Review the Membership/Finance Committee Activity Timeline

We reviewed the current PCAT for Membership/Finance and all activities are right on target.

b. Review Planning Council Meeting Feedback from March 14, 2025

Feedback overall was very good. Staff was asked to reformat the contact information section.

c. Assist with the Membership Recruitment Campaign

This is going very well.

d. Review Planning Council Membership Campaign

There are currently two applicants who are in the process of meeting their attendance requirements and one who has met her attendance requirements.

Rich Radocchia made a motion to move into executive session and Robert Stewart seconded.

Gloria McNeil & Christopher Johns, Co-Chairs

For: (13) Bigby, Burdick, Cole, Johns, Johnson, McNair, McNeil, Montgomery, Namias, Pennacchia, Radocchia, Stewart, Watson

Against: (0)

Abstain: (0)

Roberta Stewart made a motion to come out of executive session and Gloria McNeil seconded.

For: (13) Bigby, Burdick, Cole, Johns, Johnson, McNair, McNeil, Montgomery, Namias, Pennacchia, Radocchia, Stewart, Watson

Against: (0)

Abstain: (0)

VOTE: Roberta Stewart made a motion to approve the Planning Council application of Sophie Walton and Gloria McNeil seconded.

For: (13) Bigby, Burdick, Cole, Johns, Johnson, McNair, McNeil, Montgomery, Namias, Pennacchia, Radocchia, Stewart, Watson

Against: (0)

Abstain: (0)

e. **Review Planning Council Member Attendance**

Attendance was reviewed, there are 2 members who will be contacted as they have not been a meeting yet this year.

f. **Review PC Membership for Federal reflectiveness mandate**

We currently have 20 Planning Council members, and we are missing representation in 1 mandated category and the Planning Council is working on filling this position. The committee is working towards reaching the target goals more closely with more men specifically.

Staff reached out to Leah Luccarelli and sent her an email with what our planning council is about, and asked her if she could direct me to anyone who may be interested, and to let me know if she had questions I've not heard back.

g. **Determine Planning Council Trainings**

- May – the Priority Setting Process
- June – The Resource Allocation Process

h. **Recipient's Office Report**

Lakeisha Green gave the following report:

- She presented the Expenditures by Region/Service category for GY2024. Overall, everything looked good and there is an outstanding issue regarding Tom Butcher's retirement. Lakeisha will follow up on this and report back to us next month.

Joanne Montgomery made a motion to extend the meeting by 10 minutes and Roberta Stewart seconded it:

For: (13) Bigby, Burdick, Cole, Johns, Johnson, McNair, McNeil, Montgomery, Namias, Pennacchia, Radocchia, Stewart, Watson

Against: (0)

Abstain: (0)

(7.0) Parking Lot Items

- Clarifying what constitutes Planning Council attendance – Attendees discussed this topic and Chris and Gloria will continue to discuss this and bring back their recommendations next month. Also discussed was client incentives are no longer available for attendance purposes. Staff will work with the PC co-chairs to craft an email to notify the PC members who are affected.

It was suggested that the Quality Improvement Strategic Planning and Assessment Committee take on the task of incorporating 'attendance' in the bylaws.

(8.0) Announcements

There were none.

(9.0) Adjournment

The meeting adjourned at 11:40AM

Gloria McNeil & Christopher Johns, Co-Chairs

Membership Finance Committee Attendance Record – 2025

	Council Member	Jan	Feb	Mar	April	May	June	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	A					
2.	Maria Bigby	A	A	X	X					
3.	Jeremie Burdick	X	X	X	X					
4.	Marco Castro	A	A	A	A					
5.	Gigi Chaux, Co-Chair	A	X	A	A					
6.	<i>Chris Cole PC Co-Chair</i>	X	X	X	X					
7.	Brian Datcher	A	X	X	A					
8.	Libra Davis	X	A	A	A					
9.	Christopher Johns	X	X	X	X					
10.	Clara Johnson	X	A	X	X					
11.	Doris McCullough	A	A	A	A					
12.	LaTonya McNair	X	X	X	X					
13.	Gloria McNeil	X	X	X	X					
14.	Joanne Montgomery	A	A	A	X					
15.	Mitchell Namias	X	X	X	X					
16.	Ruth Pennacchia	X	X	X	X					
17.	Richard Radocchia, Co-Chair	X	X	X	X					
18.	Carmella Ricciardelli	A	X	A	A					
19.	Eddy Rodriguez	-	-	-	A					
20.	Anthony Santella	X	X	X	A					
21.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X					
	Ryan White Office	X	X	X	X					
	Planning Council Staff	X	X	X	X					
	% of Council present:	65%	70%	70%	62%					

Guests: Sofia Swaby, Africka Hinds

Ryan White Planning Council Membership Reflectiveness

New Haven and Fairfield Counties

Planning Council Composition as of May 1, 2025

# of Planning Council Members	22									
Representation Requirements										
1. Health-care providers, including federally qualified health centers					X					
2. Community-based organizations serving affected populations and AIDS-service organizations					X					
3. Soc.-service providers, inc. housing and homeless-services providers					X					
4. Mental-health providers					X					
5. Substance-abuse providers					X					
6. Local public health agencies					X					
7. Hospital planning agencies or health-care planning agencies					-					
8. Affected communities, including individuals with HIV disease or AIDS, and historically under-served groups and subpopulations					X					
9. Non-elected community leaders					X					
10. State Medicaid agency					X					
11. State agency administering the Part B program					X					
12. RWTMA grantees under Part C					X					
13. RWTMA grantees under section 2671 (including Part D)					X					
14. Grantees under other Federal HIV programs, including HIV-Prevention Programs					X					
15. Formerly incarcerated PLWH/A or their representatives					X					
16. PLWH/A with Hepatitis C Co-Infection					X					
NHFF Profile*										
Gender	Target	PC	Non-Conflicted HIV Status		Target	PC		HIV Status	Target	PC
Men	63%	36%		Current	> 33%	45%		Positive	33%	57%
Women	37%	64%						Negative	NA	43%
Members by Region	Target**	PC		Race/Ethnicity	Target	PC		Risk	Target	PC
1, New Haven	34%	41%		Black	38%	45%		IDU	25%	8%
2, Waterbury	20%	18%		Hispanic	32%	27%		MSM	31%	33%
3, Bridgeport	25%	18%		White	27%	27%		MSM/IDU	2%	0%
4, Stam./Norw.	16%	14%		Other	3%	0%		Hetero	32%	42%
5, Danbury	5%	5%		Note: "Other" race includes Asian, American Indian, Alaskan Native, American Indian, Alaskan Native, Pacific Islander and mutli-racial.			Pedi/Other	2%	0%	
Out of EMA	0%	9%					Other	8%	1%	
Unidentified	0%	0%								
*Target percentage information provided by CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/20"										

Gloria McNeil & Christopher Johns, Co-Chairs

Planning Council Attendance											
#	Council Member	Jan	Feb	March	April	May	June	Sept	Oct	Nov	Absences
1	Inthiany Ardila	X	X	X	A						1
2	Maria Bigby	A	A	X	X						2
3	Jeremie Burdick	X	X	X	X						0
4	Marco Castro	A	A	A	A						4
5	Gigi Chaux	X	A	A	A						3
6	Christopher Cole	X	X	X	X						0
7	Brian Datcher	A	X	X	X						1
8	Libra Davis	X	A	X	X						1
9	Christopher Johns	X	X	X	X						0
10	Clara Johnson	X	A	X	X						1
11	Doris McCullough	A	A	A	A						4
12	LaTonya McNair	X	X	X	X						0
13	Gloria McNeil	X	X	X	X						0
14	Joanne Montgomery	X	X	X	X						0
15	Mitchell Namias	X	X	X	X						0
16	Ruth Pennacchia	X	X	X	X						0
17	Richard Radocchia	X	X	X	X						0
18	Carmella Ricciardelli	X	X	X	A						1
19	Anthony Santella	X	X	X	X						0
20	Eddy Rodriguez	-	-	-	X						0
21	Roberta Stewart	X	X	X	X						0

Executive Committee Attendance

Planning Council Member

	Jan	Feb	March	April	May	June	Sept	Oct	Nov	Absences
Chris Cole (Council Co-Chair)	X	X	X	X						0
Christopher Johns	-	X	X	X						0
Gloria McNeil (MF)	A	A	X	X						2
Joanne Montgomery (SPA)	X	X	X	X						0
Mitchell Namias (SP)	X	X	X	X						0
Anthony Santella (QI)	X	X	X	A						1
Roberta Stewart (Council Co-Chair)	X	X	X	X						0

Gloria McNeil & Christopher Johns, Co-Chairs

Committee Attendance											
#	Council Member	Jan	Feb	Mar	April	May	June	Sept	Oct	Nov	Absences
1	Inthiany Ardila	MF; QISPA	MF; QISPA	MF; QISPA	QISPA						0
2	Maria Bigby	ABSENT	ABSENT	MF	MF						2
3	Jeremie Burdick	QISPA	MF; QISPA	MF; QISPA	MF; QISPA						0
4	Marco Castro	ABSENT	ABSENT	ABSENT	ABSENT						4
5	Gigi Chaux	ABSENT	MF	ABSENT	ABSENT						3
6	Christopher Cole	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA						0
7	Brian Datcher	ABSENT	MF; QISPA	MF; QISPA	QISPA						1
8	Libra Davis	MF; QISPA	QISPA	QISPA	QISPA						0
9	Christopher Johns	MF	MF	MF	MF						0
10	Clara Johnson	MF; QISPA	QISPA	MF; QISPA	MF						0
11	Doris McCullough	ABSENT	ABSENT	ABSENT	ABSENT						4
12	LaTonya McNair	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA						0
13	Gloria McNeil	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA						0
14	Joanne Montgomery	ABSENT	QISPA	QISPA	MF; QISPA						1
15	Mitchell Namias	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA						0
16	Ruth Pennacchia	MF; QISPA	MF; QISPA	MF	MF; QISPA						0
17	Richard Radocchia	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA						0
18	Carmella Ricciardelli	QISPA	QISPA	MF	ABSENT						1
19	Anthony Santella	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA						0
20	Roberta Stewart	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA						0

QISPA: Quality Improvement Strategic Planning & Assessment Committee | M/F: Membership/Finance Committee