

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

Quality Improvement Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, September 4, 2025
Start Time: 9:35am
End Time: 12:00pm
Location: Burroughs Community Center and Zoom Teleconference
Presiding Chair: Anthony Santella
Recorder: Sara Seaburg

Summary of Committee Votes

Approval of the June 5, 2025 meeting minutes, the July 29, 2025 Priority Setting Process meeting minutes and the July 31, 2025 Resource Allocation process 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 9:35 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 the June 5, 2025, meeting minutes, the July 29, 2025 Priority Setting Process meeting minutes and the July 31, 2025 Resource Allocation process meeting minutes.

Chris Cole made a motion to approve the meeting minutes from June 5, 2025, and Inthiany Ardila seconded it.

For: (8) Ardila, Burdick, McNeil, McNair, Namias, Pennacchia, Santella, Stewart

Against: (0)

Abstain: (2) Cole, Radocchia

Rich Radocchia made a motion to approve the meeting minutes from July 29, 2025, and Inthiany Ardila seconded it.

For: (10) Ardila, Burdick, Cole, McNeil, McNair, Namias, Pennacchia, Radocchia, Santella, Stewart

Against: (0)

Abstain: (0)

Inthiany Ardila made a motion to approve the meeting minutes from July 31, 2025, and Chris Cole seconded it.

For: (10) Ardila, Burdick, Cole, McNeil, McNair, Namias, Pennacchia, Radocchia, Santella, Stewart

Against: (0)

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

Abstain: (0)

(5.0) New Business/Old Business

• Review the Quality Improvement Strategic Planning and Assessment (QISPA) Planning Council Activity Timeline

The Committee reviewed the Planning Council Activity Timeline and determined that everything was on track. The item, review the structure of this committee, was discussed and the Executive Committee will discuss if this item should be removed from the QISPA PCAT or added as a activity for all committees' PCATs.

• Review Quarterly Performance Measure Portfolio

Ella presented the measures for the 1st quarter for GY2025 and these included the following:

- a. Medical visits and viral suppression
- b. A recap from data to action
- c. Screening performance measures
- d. Gap in care GY2025 project
- e. Linkage to care

• GY26 Priority Setting and Resource Allocation Process Debrief

Staff presented a summary of the PSRA process from both days, priority setting on July 29th and also resource allocation on July 31st. The focus of the discussion was the feedback from both meetings and follow up items that were noted during the meetings.

It was decided that an adhoc committee will be formed to work on process improvements over the next year. First, support staff will coordinate a meeting with the Council co-chairs, QISPA co-chairs along with the Recipient's office to outline the items to be addressed by the adhoc committee. Then interested Council members will be invited to join the adhoc committee.

Items also discussed:

- a. Having a data review meeting prior to the PSRA process meetings to ensure all data is understand by all.
- b. Ella to discuss with her team to create a feedback mechanism for clients to share their concerns and bring ideas to the October meeting.
- c. Ella to submit a data request for a year-over-year service utilization comparison report to be ready for the January meeting.
- d. Mitchell to borrow a copy of Hartford's planning council data book to share with the committee.
- e. QISPA committee to consider updating the 2022 Late Diagnosis Survey for the 2026 cycle.
- f. QISPA committee to consider implementing a proportional funding approach based on percentage of clients served by region.

• Ryan White Office Report

Ella gave the following report:

- a. The final award was received from HRSA in the amount of \$5,311,634. This is approximately \$180,000 less than the previous year.

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

- b. They are working on getting all contracts moving through the process.
- c. She is waiting to hear if the MAI funding will be effected by any executive orders and will report back when she finds out.
- d. They will be having their EMA wide continuum of care meeting on September 23rd and their CQM meeting on September 26th.
- e. They have hired a new CQM manager who will begin on September 22nd.

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

This was discussed and the September agenda is all set.

(7.0) Parking Lot Items

- Minority AIDS Initiative Funding for intensive medical case management – this was discussed, and it was decided to review this more closely when we review service standards moving forward.

(8.0) Announcements

- CHPC will be meeting on Wednesday on September 17th at the Chrysalis Center in Hartford.
- The federal government is working on the budget at this time and there is a possibility that the new budget eliminates the Division of HIV prevention, the Ending the HIV epidemic at the CDC and at HRSA. It also may eliminates Ryan White's Part C, D, and F.

(9.0) Adjournment

The meeting adjourned at 11:48am

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

Quality Improvement/Strategic Planning and Assessment Committee Attendance Record – 2025

	Council Member	Jan	Feb	Mar	April	May	June	Aug PSRA	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	X	X	X	X	X		
2.	Maria Bigby	A	A	X	A	X	X	X	A		
3.	Jeremie Burdick	X	X	X	X	X	X	X	X		
4.	<i>Chris Cole PC Co-Chair</i>	A	X	X	X	X	A	X	X		
5.	Brian Datcher	X	A	X	X	A	X	X	A		
6.	Libra Davis	X	X	X	X	A	X	X	A		
7.	Kasima Jeter	-	-	-	-	-	X	A	A		
8.	Christopher Johns	A	A	A	A	A	X	X	A		
9.	Clara Johnson	A	X	X	A	X	A	A	A		
10.	Gloria McNeil	X	X	X	X	X	X	X	X		
11.	LaTonya McNair	X	X	X	A	X	X	X	X		
12.	Joanne Montgomery, Co-Chair	X	A	X	A	X	X	X	A		
13.	Mitchell Namias, Co-Chair	X	X	X	X	X	X	X	X		
14.	Ruth Pennacchia	X	X	X	X	X	X	X	X		
15.	Richard Radocchia	A	X	X	X	X	A	X	X		
16.	Carmella Ricciardelli	X	X	X	A	A	A	A	A		
17.	Anthony Santella, Co-Chair	X	X	X	X	A	X	X	X		
18.	Eddy Rodriguez	-	-	-	A	X	A	A	A		
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	X	X		
20.	Sophie Walton	-	-	-	-	-	X	X	A		
	Ryan White Office	X	X	X	X	X	X	X	X		
	Planning Council Staff	X	X	X	X	X	X	X	X		
	% of Council present:	60%	65%	80%	52%	62%	60%	80%	50%		

Guests: Sofia Swaby, Angie Matthis, Nitza Agosto, Denese Smith Monroe, Jennifer Degrasse, Jean Brown