

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

Quality Improvement Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, June 5, 2025
Start Time: 9:35am
End Time: 12:00pm
Location: Burroughs Community Center and Zoom Teleconference
Presiding Chair: Mitchell Namias
Recorder: Sara Seaburg

Summary of Committee Votes

Approval of the May 1, 2025 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 May 1, 2025, Meeting Minutes.

Inthiany Ardila made a motion to approve the meeting minutes from May 1, 2025 and Christopher Johns seconded it.

For: (9) Ardila, Bigby, Burdick, McNeil, McNair, Montgomery, Namias, Pennacchia, Stewart

Against: (0)

Abstain: (3) Davis, Johns, Santella

(4.0) 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.

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

Mitchell led this discussion and asked for updates on the non-virally suppressed needs assessment that is being conducted by the epidemiology department for the City of New Haven. Ella reported that the survey feedback will be completed by June 30th and sent out for review prior to the priority setting and resource allocation process meetings.

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There were questions regarding the timing for the priority setting and resource allocation process meetings and a suggestion was made that we may want to push the meetings off one month. Another suggestions was made to have a data review meeting in June to review all of the datasets and discuss any items that were concerning to people prior to the actual meetings. It was decided to have a data review meeting on Thursday, July 17th at 9:30 virtual only.

Inthiany Ardila made a motion to accept the datasets below for the priority setting process for GY26 and Gloria McNeil seconded it.

For: (12) Ardila, Bigby, Burdick, Davis, Johns, McNeil, McNair, Montgomery, Namias, Pennacchia, Santella, Stewart

Against: (0)

Abstain: (0)

- Non-Virally Suppressed Needs Assessment 2025 NEW
- Utilization Data for GY2024
- In Care Needs Assessment 2024 – 500 completed
- Priority Populations Needs Assessment 2024 – 141 as a subset of the In Care N/A
- Newly Diagnosed Needs Assessment 2023 – 17 completed out of 20 identified
- ALL Services Needs Assessment 2023 – 150 completed, 30 per region
- Late Diagnosed Needs Assessment 2022 – 126 completed out of 649

The workbook that will be sent to Ella to fill out was reviewed and agreed upon.

- **Review Quarterly Performance Measure Portfolio**

Ella presented the measures for the 4th quarter for GY2024 and these included the following:

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

- **Ryan White Office Report**

Ella gave the following report:

- a. The progress report for GY24 was submitted to HRSA.
- b. They've been working on VOC forms and the VOC is the system that is used at the health department.
- c. They may be using this to create a performance measure dashboard.

- **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

- a. 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.
- b. Resource allocation comparative analysis – this was completed in May.

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(8.0) Announcements

CHPC will be meeting on Wednesday on June 18th at the Chrysalis Center in Hartford.

(9.0) Adjournment

The meeting adjourned at 11:48am

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

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

Guests: Sofia Swaby, Angie Matthis, Nitza Agosto, Lionel Thomas, Denese Smith Monroe, Jennifer Degrasse