

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

Quality Improvement Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, November 6, 2025
Start Time: 9:30am
End Time: 11: 27pm
Location: Burroughs Community Center and Zoom Teleconference
Presiding Chair: Anthony Santella
Recorder: Sara Seaburg

Summary of Committee Votes

Approval of the October 2, 2025, meeting minutes.

Council Member Assignments

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

Staff Member Assignments

(1.0) Moment of Silence

Anthony 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

Mitchell announced that the CHPC will begin their work on the new integrated plan for 2027-2031 beginning this month.

(4.0) Approval of the October 2, 2025 meeting minutes.

Inthiany Ardila made a motion to approve the meeting minutes from October 2, 2025, and Chris Cole seconded it.

For: (11) Ardila, Bigby, Burdick, Cole, Datcher, McNeil, McNair, Namias, Radocchia, Santella, Stewart

Against: (0)

Abstain: (5) Davis, Jeter, Johnson, Montgomery, Pennacchia

(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.

- **Review One New Study and Present Results – Update on Adhoc Committee**

Anthony updated the group that they met on October 21st and added LaTonya, Libra and Brian to the group. They are working on maximizing the results of all needs assessments with a more uniform survey for the various populations. Staff shared all of the current needs assessments with Dorothy Cohen from the epidemiology department at the City of New Haven and these will be cross referenced to determine the best questions that will remain and reduce the amount of duplicate questions. The next meeting is taking place on November 10th with all group members

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reviewing Dorothy's consolidation of surveys and determining the potential outcome for one survey that will touch on all the various populations.

- **Review and Update Service Category Definitions**

Anthony began discussing the service category definitions and standards. Ella and her team are now conducting a discovery process of how the service standards are used to assess how their office measures CQM for quality improvement purposes. Thomas explained that service standards are now a joint effort between the recipient's office and the Planning Council, following recent updates to the Ryan White Part A manual. Ella will prepare information from Health Access in January for the committee to review for recommendations for the service standards. Mitchell shared that this is happening at the state level as well.

- **Ryan White Office Report**

Ella gave the following report:

- a. She clarified the eligibility requirements, noting that the HIV test is a one-time requirement while income and residency are annual.
- b. She also reviewed the housing service, including definitions, measurement of housing outcomes, and funding allocation. Ella presented data showing that approximately 50% of the housing budget was used for direct rental assistance, while the remaining 50% funded housing case manager salaries and fringe benefits. The group discussed the need to better track the effectiveness of housing services, particularly placement assistance versus rental assistance, and how this data could inform future resource allocation decisions.
- c. Contracts now can reflect the final award and they are moving through the city's process.

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

This was discussed and the January agenda is all set.

(7.0) Parking Lot Items

- Minority AIDS Initiative Funding for intensive medical case – Ella presented the following information: MAI funding expenditures across regions for fiscal year 2024 and 2025 data. The discussion revealed that while all regions spent their allocated funds, Region 5 had a significant unspent balance due to staffing issues, leading to a broader conversation about the effectiveness of intensive case management funding and whether it should be expanded to cover other services like outreach or medical care during staff absences. The possibility to consider allowing up to 20% of MAI funds to be transferred into other support services, pending a new directive to be developed and approved at the next QISPA meeting in January will be discussed.

The group also addressed a recent change in terminology from "women of color, young MSM of color, and transgender people of color" to "disproportionately affected populations" in their HRSA application, with Ella noting this change was made to align with current administration priorities.

- Housing performance measure review – this was presented in the Ryan White Office Report.

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(8.0) Announcements

There were no announcements

(9.0) Adjournment

The meeting adjourned at 11:57pm

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	X	X
2.	Maria Bigby	A	A	X	A	X	X	X	A	X	X
3.	Jeremie Burdick	X	X	X	X	X	X	X	X	X	X
4.	<i>Chris Cole PC Co-Chair</i>	A	X	X	X	X	A	X	X	X	X
5.	Brian Datcher	X	A	X	X	A	X	X	A	X	X
6.	Libra Davis	X	X	X	X	A	X	X	A	A	X
7.	Kasima Geter	-	-	-	-	-	X	A	A	A	X
8.	Christopher Johns	A	A	A	A	A	X	X	A	A	A
9.	Clara Johnson	A	X	X	A	X	A	A	A	A	X
10.	Gloria McNeil	X	X	X	X	X	X	X	X	X	X
11.	LaTonya McNair	X	X	X	A	X	X	X	X	X	X
12.	Joanne Montgomery, Co-Chair	X	A	X	A	X	X	X	A	A	X
13.	Mitchell Namias, Co-Chair	X	X	X	X	X	X	X	X	X	X
14.	Ruth Pennacchia	X	X	X	X	X	X	X	X	A	X
15.	Richard Radocchia	A	X	X	X	X	A	X	X	X	X
16.	Carmella Ricciardelli	X	X	X	A	A	A	A	A	A	A
17.	Anthony Santella, Co-Chair	X	X	X	X	A	X	X	X	X	X
18.	Eddy Rodriguez	-	-	-	A	X	A	A	A	A	A
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	X	X	X	X
20.	Sophie Walton	-	-	-	-	-	X	X	A	A	A
	Ryan White Office	X	X	X	X	X	X	X	X	X	X
	Planning Council Staff	X	X	X	X	X	X	X	X	X	X
	% of Council present:	60%	65%	80%	52%	62%	60%	80%	50%	55%	

Guests: Sofia Swaby, Denese Smith Monroe, Jennifer Degraca, Nitza Agosto, Christine Bianchia, Keith Taylor, Jean Brown