

Gloria McNeil & Christopher Johns, Co-Chairs

Membership/Finance Meeting

Minutes Meeting Date: Friday, October 10, 2025

Start Time: 10:30 am

End Time: 11:20 am

Location: Zoom Teleconference & Burroughs Community Center

Presiding Chair: Christopher Johns, Gloria McNeil

Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes of the September 12, 2025 meeting.

(1.0) Moment of Silence

Gloria McNeil 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

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

(3.0) Co-Chair Announcements

There were none

(4.0) Approval of June 13, 2025, meeting minutes

A motion to approve June 13, 2025, meeting minutes was made by Inthiany Ardila and seconded by Chris Cole.

For: (7) Ardila, Bigby, Burdick, Cole, Geter, McNeil, Pennacchia

Against: (0)

Abstain: (3) McNair, Namias, Santella

(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 September 12, 2025

Feedback overall was very good and there were no outstanding issues or concerns.

c. Assist with the Membership Recruitment Campaign

The group discussed challenges with member engagement and participation in meetings. Attendees highlighted the importance of educating members about the significance of their involvement and the need to bridge the gap between older and younger generations. The discussion also touched on reimbursement for travel and childcare expenses for members with lived experience.

d. Management Membership Application Process

There are no new applications at this time.

e. Review Planning Council Member Attendance

Concerns were raised about low attendance and the potential impact on council reflectiveness, particularly regarding 2 members who are at risk of being removed due to absences. The council discussed the



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discontinuation of remote meetings and the removal of incentives, noting that attendance has been challenging and requires further analysis.

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.

g. Determine Planning Council Trainings

November – Prime Insurance Consultant to present on updates in healthcare insurance.

January – Cultural Humility and Bias

February – Parliamentary Procedures

h. Recipient's Office Report

- All contract amendments are going through the necessary channels in the City.
- They are working to ensure that all of the funding received will be spent down by the end of the grant year due to the final award was received very late.

(7.0) Parking Lot Items

- Membership Recruitment and Engagement Strategies

(8.0) Announcements

There were none.

(9.0) Adjournment

The meeting adjourned at 11:29AM

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Membership Finance Committee Attendance Record – 2025

	Council Member	Jan	Feb	Mar	April	May	June	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	A	A	X	X	X	
2.	Maria Bigby	A	A	X	X	X	X	X	X	
3.	Jeremie Burdick	X	X	X	X	X	A	X	X	
4.	<i>Chris Cole PC Co-Chair</i>	X	X	X	X	X	X	X	X	
5.	Brian Datcher	A	X	X	A	A	X	A	A	
6.	Libra Davis	X	A	A	A	A	A	A	A	
7.	Kasima Geter	-	-	-	-	-	X	X	X	
8.	Christopher Johns (Co-Chair)	X	X	X	X	X	A	X	A	
9.	Clara Johnson	X	A	X	X	A	X	A	A	
10.	LaTonya McNair	X	X	X	X	X	X	A	X	
11.	Gloria McNeil (Co-Chair)	X	X	X	X	X	X	X	X	
12.	Joanne Montgomery	A	A	A	X	A	X	A	A	
13.	Mitchell Namias	X	X	X	X	X	X	A	X	
14.	Ruth Pennacchia	X	X	X	X	X	X	X	X	
15.	Richard Radocchia	X	X	X	X	X	X	X	A	
16.	Carmella Ricciardelli	A	X	A	A	A	A	A	A	
17.	Eddy Rodriguez	-	-	-	A	A	A	A	A	
18.	Anthony Santella	X	X	X	A	X	X	A	X	
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	A	X	A	
20.	Sophie Walton	-	-	-	-	X	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:	65%	70%	70%	62%	62%	60%	55%	50%	

Guests: Jean Brown, Sofia Swaby

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Ryan White Planning Council Membership Reflectiveness

New Haven and Fairfield Counties

Planning Council Composition as of November 1, 2025

# of Planning Council Members	20								
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	66%	35%		Current	> 33%	40%	Positive	33%	50%
Women	34%	65%					Negative	NA	50%
Members by Region	Target**	PC		Race/ Ethnicity	Target	PC	Risk	Target	PC
1, New Haven	35%	40%		Black	37%	45%	IDU	21%	10%
2, Waterbury	21%	20%		Hispanic	35%	20%	MSM	34%	33%
3, Bridgeport	23%	15%		White	25%	35%	MSM/IDU	2%	0%
4, Stam./Norw.	15%	15%		Other	3%	0%	Hetero	30%	40%
5, Danbury	6%	5%		Note: "Other" race includes Asian, American Indian, Alaskan Native, American Indian, Alaskan Native, Pacific Islander and multi-racial.			Other	13%	17%
Out of EMA	0%	5%							
Unidentified	0%	0%							

*Target percentage information provided by CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/23"

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

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	X	X	X	X		0	
Christopher Johns (MF)		-	X	X	X	X	X	X	X		0	
Gloria McNeil (MF)		A	A	X	X	A	X	X	X		3	
Joanne Montgomery (SPA)		X	X	X	X	X	X	A	A		2	
Mitchell Namias (SP)		X	X	X	X	X	X	X	X		0	
Anthony Santella (QI)		X	X	X	A	X	X	X	A		2	
Roberta Stewart (Council Co-Chair)		X	X	X	X	X	A	A	A		3	

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

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