

Membership/Finance

Meeting Minutes Meeting Date: Friday, April 10,
2026
Start Time: 10:30 am
End Time: 11:30 am
Location: Zoom Teleconference & Burroughs Community Center
Presiding Chair: Gloria McNeil, Christopher Johns
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes of the January 16, 2026 meeting.

(1.0) Moment of Silence

Gloria 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 and Christopher introduced themselves and their role as co-chairs. All participants introduced themselves.

(3.0) Co-Chair Announcements

Planning Council Co-Chair Christopher Cole provided an update regarding the upcoming HRSA site visit in June 2026, noting:

- Planning Council Co-Chairs and Committee Co-Chairs are requested to attend the site visit in person on Tuesday, June 9, 2026, in New Haven.
- Official notification from the city has been distributed, and participation is critical for Council compliance.

(4.0) Approval of March 13, 2026, meeting minutes

A motion to approve March 13, 2026, meeting minutes was made by Chri Cole and seconded by Inthiany Ardila

For: (8) Ardila, Bigby, Cole, Geter, Johns, McNair, McNeil, Stewart

Against: (0)

Abstain: (2) Montgomery, Radocchia

(5.0) New Business/Old Business

a. **Review the Membership/Finance Committee Planning Council Activity Timeline (PCAT)**

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

b. **Review Planning Council Meeting Feedback from March 13, 2026**

Feedback overall was very good. One comment noted disappointment regarding lack of incentives for survey participation. Leadership clarified that:

- Incentives are permissible under HRSA guidance
- Policies, procedures, and budget mechanisms are currently being explored to support future incentives

Gloria McNeil & Christopher Johns, Co-Chairs

Members also discussed reminding participants to silence phones at the start of meetings to reduce disruptions.

c. **Assist with the Membership Recruitment Campaign**

There is currently one new application that was reviewed and guidance was received from the Project Officer so that the applicant would fit into our vacant HRSA mandated category for hospital/healthcare planning agencies. It was decided to move this applicant into the PC membership process.

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

We currently have 18 Planning Council members, and we are missing representation in 1 mandated category but have an application in process for this category.

e. **Membership Application Process**

There are no new applications at this time.

f. **Determine Planning Council Trainings**

March – Directives: What are they and how they guide funding

g. **Recipient's Office Report**

Lakeisha presented the most recent expenditure report by service category. The EMA must reach 95% expenditure to apply for carryover. December YTD spending is ~75%, below the 83.3% target. Regions vary between 69%–80%. MAI spending remains strong (78–90%). Lakeisha will issue guidance permitting 3-month budgeting within a 5-month contract.

(7.0) Parking Lot Items

Consumer Advisory Committee Discussion – Staff is unable to support this initiative and the Recipients office along with Planning Council co-chairs will move forward with support.

(8.0) Announcements

There were none.

(9.0) Adjournment

The meeting adjourned at 11:30AM

Membership Finance Committee Attendance Record – 2025

	Council Member	Jan	Feb	Mar	April	May	June	Sept	Oct	Nov
1.	Inthiany Ardila	X	X							
2.	Maria Bigby	X	X							
3.	Jeremie Burdick	X	A							
4.	Chris Cole PC Co-Chair	X	X							
5.	Brian Datcher	X	A							
6.	Libra Davis	X	A							
7.	Kasima Geter	X	X							
8.	Christopher Johns (Co-Chair)	X	X							

Gloria McNeil & Christopher Johns, Co-Chairs

9.	LaTonya McNair	X	X							
10.	Gloria McNeil (Co-Chair)	X	X							
11.	Joanne Montgomery	A	X							
12.	Mitchell Namias	A	A							
13.	Ruth Pennacchia	X	A							
14.	Richard Radocchia	A	X							
15.	Eddy Rodriguez	A	A							
16.	Anthony Santella	A	A							
17.	<i>Roberta Stewart PC Co-Chair</i>	A	X							
18.	Sophie Walton	X	A							
	Ryan White Office	X	X							
	Planning Council Staff	X	X							
	% of Council present:	65%								

Guests: Sofia Swaby, Nitza Agosto, Jean Brown, Jenny Bobadilla

Gloria McNeil & Christopher Johns, Co-Chairs

Ryan White Planning Council Membership Reflectiveness

New Haven and Fairfield Counties

Planning Council Composition as of March 1, 2026

# of Planning Council Members	18									
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%	33%		Current	> 33%	33.33%		Positive	33%	44%
Women	34%	67%						Negative	NA	56%
Members by Region	Target**	PC		Race/Ethnicity	Target	PC		Risk	Target	PC
1. New Haven	35%	39%		Black	37%	44%		IDU	21%	14%
2. Waterbury	21%	22%		Hispanic	35%	23%		MSM	34%	43%
3. Bridgeport	23%	17%		White	25%	33%		MSM/IDU	2%	0%
4. Stam./Norw.	15%	11%		Other	3%	0%		Hetero	30%	43%
5. Danbury	6%	5%		Note: "Other" race includes Asian, American Indian, Alaskan Native, American Indian, Alaskan Native, Pacific Islander and mutli-racial.			Other	13%	0%	
Out of EMA	0%	11%								
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"										

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								0
2.	Maria Bigby	X	X								0
3.	Jeremie Burdick	X	A								1
4.	Christopher Cole	X	X								0
5.	Brian Datcher	X	A								1
6.	Libra Davis	X	A								1
7.	Kasima Geter	X	X								0
8.	Christopher Johns	X	X								0
9.	LaTonya McNair	X	X								0
10.	Gloria McNeil	X	X								0
11.	Joanne Montgomery	X	X								0
12.	Mitchell Namias	X	A								0
13.	Ruth Pennacchia	X	A								1
14.	Richard Radocchia	A	X								1
15.	Eddy Rodriguez	A	A								2
16.	Anthony Santella	X	X								0
17.	Roberta Stewart	X	X								0
18.	Sophie Walton	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								0
Christopher Johns (MF)		X	X								0
Gloria McNeil (MF)		A	X								1
Joanne Montgomery (SPA)		X	X								0
Mitchell Namias (SP)		X	A								1
Anthony Santella (QI)		A	A								2
Roberta Stewart (Council Co-Chair)		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	QISPA: MF	QISPA: MF								0
2.	Maria Bigby	QISPA: MF	QISPA: MF								0
3.	Jeremie Burdick	QISPA: MF	A								1
4.	Christopher Cole	QISPA: MF	QISPA: MF								0
5.	Brian Datcher	MF	QISPA								0
6.	Libra Davis	QISPA: MF	QISPA								0
7.	Kasima Geter	QISPA: MF	QISPA: MF								0
8.	Christopher Johns	MF	MF								0
9.	LaTonya McNair	QISPA: MF	QISPA: MF								0
10.	Gloria McNeil	QISPA: MF	QISPA: MF								0
11.	Joanne Montgomery	QISPA: MF	MF								0
12.	Mitchell Namias	A	QISPA								1
13.	Ruth Pennacchia	MF	QISPA								0
14.	Richard Radocchia	QISPA: MF	QISPA: MF								1
15.	Anthony Santella	QISPA	QISPA								0
16.	Eddy Rodrigues	A	A								2
17.	Roberta Stewart	QISPA	QISPA: MF								0
18.	Sophie Walton	QISPA: MF	A								1

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