NEW HAVEN / FAIRFIELD COUNTIES
RYAN WHITE PLANNING COUNCIL

Gloria McNeil & Christopher Johns, Co-Chairs

Membership/Finance

Meeting Minutes Meeting Date: Friday, May 15, 2026

Start Time: 10:30 am
End Time: 11:25 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 April 10, 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
There were none

(4.0) Approval of April 10, 2026, meeting minutes
A motion to approve April 10, 2026, meeting minutes was made by Inthiany Ardila and seconded by Rich Radocchia.

For: (4) Johns, McNair, McNeil, Stewart
Against: **(0)**
Abstain: (6) Burdick, Datcher, Davis, Montgomery, Radocchia, Santella

(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 April 10, 2026**
Feedback overall was very good. All participants found the training easy to understand, recognizing the time and effort that Mitchell contributed. Attendees were appreciative of the importance of continuing to provide engaging and understandable trainings.

c. **Assist with the Membership Recruitment Campaign**
A discussion took place regarding transparency and membership processes. Members emphasized the importance of continued quality improvement, open communication, and maintaining trust within the Planning Council. Questions were also raised regarding how future membership additions affect overall federal reflectiveness requirements. Committee leadership and support staff clarified that while aggregate reflectiveness information is public, discussions involving individual demographics and confidential application information must remain protected and discussed only in appropriate settings such as Executive Session.

d. **Review PC Membership for Federal reflectiveness mandate**
Staff reviewed the current Planning Council reflectiveness report. Membership remained unchanged from the previous review, with the Planning Council continuing to have 18 active members. Staff reported that the Planning Council still had a vacancy within the hospital planning agency/healthcare planning agency category. Potential candidates had been identified, but no formal outreach had yet occurred.

Anthony Santella discussed challenges associated with recruiting members from healthcare leadership positions and hospital systems. He noted that many potential candidates face significant competing responsibilities and may view Planning Council participation as difficult because of the time commitment required for multiple monthly meetings and committee participation. He suggested the committee consider whether participation requirements could be made more flexible in the future to encourage broader involvement from individuals whose primary employment responsibilities limit their availability.

Rich Radocchia agreed and added that the Planning Council may need to enhance how it communicates its value and purpose to potential members. He stated that organizations such as the Connecticut Hospital Association could benefit from participation and may have stronger interest if the Planning Council more clearly demonstrated its role and community impact. Rich emphasized the importance of ensuring meetings remain useful and meaningful to both Ryan White stakeholders and the broader healthcare community.

The discussion highlighted recruitment challenges, the need for broader outreach strategies, and interest in revisiting participation expectations while maintaining meaningful engagement.

e. **Membership Application Process**
Two applications were ready for review and a vote because the applicants had met the attendance requirements. The committee agreed that an executive session was unnecessary because the applications had been reviewed in detail during a prior executive session, and attendees had no additional questions requiring the disclosure of personal information.

Anthony Santella made a motion to approve the application of Keith Taylor for membership to the Planning Council and Inthiany Ardila seconded it.

For: (8) Burdick, Datcher, Davis, Johns, McNair, McNeil, Montgomery, Radocchia, Santella, Stewart
Against: **(0)**
Abstain: (0)

Inthiany Ardila made a motion to approve the application of Ricardo Rivera for membership to the Planning Council and Rich Radocchia seconded it.

For: (8) Burdick, Johns, McNair, McNeil, Montgomery, Radocchia, Santella, Stewart
Against: **(0)**
Abstain: (2) Datcher, Davis

f. **Determine Planning Council Trainings**
- May: Priority Setting Training
- June: Resource Allocation Training

g. **June Schedule Discussion**
Attendees reviewed the June meeting schedule and recognized that the Executive Committee meeting remained scheduled for June 10th during the HRSA site visit period and after the rescheduled Planning Council meeting. Members discussed whether the timing remained appropriate given the site visit activities and the purpose of Executive Committee meetings occurring before Planning Council meetings.

Joanne Montgomery made a motion to cancel the June executive committee meeting and Anthony Santella seconded it.

For: (9) Burdick, Datcher, Johns, McNair, McNeil, Montgomery, Radocchia, Santella, Stewart
Against: **(0)**
Abstain: (1) Davis

h. **Leadership Development Discussion**
Attendees held a brief discussion regarding leadership development and meeting facilitation. Brian commented on Gloria's efforts in leading the meeting and encouraged continued support from committee leadership. Christopher explained that he had intentionally allowed Gloria additional space to facilitate meetings independently so she could gain experience and confidence in the role.

i. **Recipient's Office Report**
Ella Pluchino reported that work was focused on preparing materials for the upcoming HRSA site visit. Staff were finalizing required documentation and preparing uploads, which included fiscal and programmatic documents. Progress reports were also being completed.

Lakeisha Green provided the fiscal report on behalf of the Recipient's Office. She reported that final fiscal year reports were due to HRSA by May 29 and were currently being prepared. She further reported that all current fiscal year contracts had been fully executed. March provider drawdowns had been processed, and providers should begin receiving payments. She reminded providers that April drawdowns were due by the twentieth of the month. Overall, fiscal year closeout activities and current-year contract implementation were progressing as planned.

Attendees also discussed the upcoming HRSA site visit and requested that findings and recommendations be shared with the Planning Council once the review process is complete. Staff agreed to provide updates when information becomes available.

(7.0) Parking Lot Items
There are no items in the parking lot

(8.0) Announcements

There were none

(9.0) Adjournment

The meeting adjourned at 11:25AM

Membership Finance Committee Attendance Record – 2026

	Council Member	Jan	Feb	Mar	April	May	Oct	Nov
1.	Jeremie Burdick	X	A	X	X	X		
2.	*Chris Cole PC Co-Chair*	X	X	X	X	A		
3.	Brian Datcher	X	A	A	X	X		
4.	Libra Davis	X	A	A	X	X		
5.	Kasima Geter	X	X	X	X	A		
6.	**Christopher Johns (Co-Chair)**	X	X	X	X	X		
7.	LaTonya McNair	X	X	X	X	X		
8.	**Gloria McNeil (Co-Chair)**	X	X	X	A	X		
9	Joanne Montgomery	A	X	A	A	A		
10.	Mitchell Namias	A	A	X	X	A		
11.	Ruth Pennacchia	X	A	X	X	A		
12.	Richard Radocchia	A	X	A	X	X		
13.	Anthony Santella	A	A	X	A	X		
14.	*Roberta Stewart PC Co-Chair*	A	X	X	X	X		
15.	Keith Taylor	-	-	-	-	A		
16.	Sophie Walton	X	A	A	X	X		
	Ryan White Office	X	X	X	X	X		
	Planning Council Staff	X	X	X	X	X		
	% of Council present:	65%	56%	67%	72%	56%		

Guests: Nitza, Denese Smith Munroe, Sofia Swaby

NEW HAVEN / FAIRFIELD COUNTIES
RYAN WHITE PLANNING COUNCIL

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Ryan White Planning Council Membership Reflectiveness

New Haven and Fairfield Counties

Planning Council Composition as of October 1, 2026

# of Planning Council Members	16			
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%	50%		Current	> 33%	37.5%		Positive	33%	50%
Women	34%	50%						Negative	NA	50%
Members by Region	Target**	PC		**Race/ Ethnicity**	Target	PC		**Risk**	Target	PC
1. New Haven	35%	25%		Black	37%	50%		IDU	21%	14%
2. Waterbury	21%	19%		Hispanic	35%	13%%		MSM	34%	29%
3. Bridgeport	23%	19%		White	25%	38%		MSM/IDU	2%	0%
4. Stam./Norw.	15%	19%		Other	3%	0%		Hetero	30%	43%
5. Danbury	6%	6%		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%	13%								
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"

Planning Council Attendance										
#	Council Member	Jan	Feb	March	April	May	June	Oct	Nov	Absences
1.	Jeremie Burdick	X	A	X	X	X	X			1
2.	Christopher Cole	X	X	X	X	A	X			1
3.	Brian Datcher	X	A	X	X	X	X			1
4.	Libra Davis	X	A	X	X	X	X			1
5.	Kasima Geter	X	X	X	X	X	A			1
6.	Christopher Johns	X	X	X	X	X	X			0
7.	LaTonya McNair	X	X	X	X	X	X			0
8.	Gloria McNeil	X	X	X	A	X	X			1
9.	Joanne Montgomery	X	X	X	A	X	X			1
10.	Mitchell Namias	X	A	X	X	X	X			1
11,	Ruth Pennacchia	X	A	X	X	X	X			1
12.	Richard Radocchia	A	X	A	X	X	A			3
13.	Anthony Santella	X	X	X	A	X	X			1
14.	Roberta Stewart	X	X	X	X	X	X			0
15.	Keith Taylor	-	-	-	-	-	X			0
16.	Sophie Walton	X	X	A	X	X	A			2

Executive Committee								
Planning Council Member	Jan	Feb	Mar	April	May	Oct	Nov	Absences
Chris Cole (Council Co-Chair)	X	X	X	X	A			1
Christopher Johns (MF)	X	X	X	X	X			0
Gloria McNeil (MF)	A	X	A	A	X			3
Joanne Montgomery (SPA)	X	X	A	A	X			2
Mitchell Namias (SP	X	A	X	A	X			2
Anthony Santella (QI)	A	A	X	X	X			2
Roberta Stewart (Council Co-Chair)	X	X	X	X	X			0

Committee Attendance											
#	Council Member	Jan	Feb	Mar	April	May	June	Sept	Oct	Nov	Absences
1.	Jeremie Burdick	QISPA: MF	A	QISPA: MF	QISPA: MF	QISPA: MF	QISPA	PSRA			1
2.	Christopher Cole	QISPA: MF	QISPA: MF	QISPA: MF	QISPA: MF	QISPA: MF	QISPA	PSRA			0
3.	Brian Datcher	MF	QISPA	QISPA	QISPA: MF	QISPA: MF	QISPA	PSRA			0
4.	Libra Davis	QISPA: MF	QISPA	QISPA	QISPA: MF	QISPA: MF	QISPA	PSRA			0
5.	Kasima Geter	QISPA: MF	QISPA: MF	QISPA: MF	QISPA: MF	QISPA: MF	A	PSRA			1
6.	Christopher Johns	MF	MF	MF	MF	MF	QISPA	PSRA			0
7.	LaTonya McNair	QISPA: MF	QISPA: MF	QISPA: MF	QISPA: MF	QISPA: MF	QISPA	PSRA			0
8.	Gloria McNeil	QISPA: MF	QISPA: MF	QISPA: MF	A	QISPA: MF	A	PSRA			2
9.	Joanne Montgomery	QISPA: MF	MF	QISPA: MF	A	QISPA: MF	QISPA	PSRA			1
10.	Mitchell Namias	A	QISPA	MF	A	QISPA: MF	QISPA	PSRA			2
11.	Ruth Pennacchia	MF	QISPA	MF	QISPA: MF	QISPA: MF	QISPA	PSRA			0
12.	Richard Radocchia	QISPA: MF	QISPA: MF	QI	QISPA: MF	QISPA: MF	A	PSRA			1
13.	Anthony Santella	QISPA	QISPA	QISPA: MF	QISPA: MF	QISPA: MF	QISPA	PSRA			0
14.	Roberta Stewart	QISPA	QISPA: MF	QISPA: MF	QISPA: MF	QISPA: MF	QISPA	PSRA			0
15.	Keith Taylor	-	-	-	-	-	QISPA	PSRA			0
16.	Sophie Walton	QISPA: MF	A	QISPA	QISPA: MF	QISPA: MF	QISPA	PSRA			1

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