Connecticut HIV Planning Consortium
Quality and Performance Measures (QPM) Team Meeting Summary
November 19, 2025

Date:	Wednesday, November 19, 2025	Type:	In Person @ Chrysalis Center, Hartford
Start Time:	10:35 am	End Time:	11:58 am
Leaders:	Peta-Gaye Tomlinson (Chair), Africka Hinds and Denese Smith-Munroe (DPH Liaisons)		
Participants:	23	Next Meeting:	January 21, 2026 (virtual)

WELCOME AND INTRODUCTIONS

QPM Chair Peta-Gaye Tomlinson: (1) introduced herself and welcomed new DPH liaison Africka Hinds and continuing DPH liaison Denese Smith-Munroe, (2) reviewed the charge of the committee, and (3) reviewed the meeting agenda.

Peta-Gaye facilitated an ice breaker to energize the group – with members introducing themselves and sharing one improvement they made this year or would like to make next year. Responses included: becoming more resourceful, improving public speaking / advocacy, setting boundaries ("No is a complete sentence"), improving communication skills with clients, and wanting to improve public speaking, self-confidence, self-care, and time management skills.

ADMINISTRATIVE MATTERS

Review of Prior Meeting Notes. The team approved the September meeting notes with one edit (fixed a typo).

QUALITY (Q)

Quality Summit Reflections

Peta-Gaye thanked everyone who helped make the October Summit a great success – including the Summit Planning Team, CQII guest speakers, presenters, greeters (who set the tone for the day), and Cross Sector staff. Dave then shared a summary of the feedback from the Summit (see Handout 1 for details).

Participants agreed that the Summit went well. The planning team was concerned about the lunch process, but splitting up the group for lunch / reviewing posters worked well. Participants also shared the following suggestions:

- Post all presentations and posters on the CHPC website and circulate to participants. Dave noted that this is in progress.

- Include instructions / details on the lunch options (e.g., "choose 1 of 3 protein dishes"); move the salad to the first option; keep poster presenters' food warm.

- There is an option in Event Brite to register each name when ordering multiple tickets.

- Place photo booth in more prominent location (if applicable).

QPM PLANNING FOR 2026

The committee first reviewed QPM's 2025 activities and accomplishments. QPM was able to complete all of the items on its 2025 workplan – including three QI Spotlight presentations on quality improvement projects; data presentations on PrEP, the Plan indicators, and Data to Care; introduction to QPM's role in developing performance measures for the 2027-2031 Integrated Plan (which represents a major change from past plans); and the planning and implementation of the Quality Summit. See Handout 2 for details.

Peta-Gaye then facilitated a discussion to develop the QPM workplan for 2026. Themes from the discussion included:

- **Integrated Plan**. The CHPC and QPM will focus on developing the 2027-2031 Integrated Plan from January through May 2026. QPM will take the lead in developing performance measures, and all committee meetings will be only one hour during these months. QPM can start the year with an orientation on QPM's role in developing the Plan.

- **Continue ice breakers / community building**. Participants appreciated the use of ice breakers and introductions to help participants get to know each other and build community.

- **Data presentations**. Participants suggested parsing out the data in smaller increments – the amount of data presented can be overwhelming. QPM can also share "Data 101" resources at meetings and on meeting agendas (e.g., "resource of the month"). CQII has many excellent resources on data and quality improvement – QPM can highlight these for participants.

- **QI Spotlights**. Participants liked the presentations, and suggested spreading them out over the year if possible.

- **Topics to Address**. Participants suggested focusing on STDs (given the spiking rates in Hartford and across the state), taking a "deep dive" on stigma, Syringe Services Programs (SSPs), late testers, and DIS workers (Disease Intervention Specialists). The group also suggested sharing best practices from other states (e.g., member-identified problems, improving engagement with the trans community).

MEETING FEEDBACK

On QPM meeting feedback forms, all participants (100%) reported that: the agenda was clear and used to guide the meeting; they understood the meeting information and materials; the meeting felt inclusive and respectful of all voices; and the meeting was well organized. Open-ended responses included:

Liked Best	
• Very organized • Like the sharing during introductions • Ideas, communication • Be able to meet everyone in person and networking • The interaction • I liked the way each member and/or colleague from other organizations provide their feedback and opinions regarding the difficult topics discussed during the meeting • Feedback • Being able to speak freely • Participation • The open communication	• The participation • Excellent summary of 2025 activities • Engagement • Being able to meet new people in the field • Everyone united towards one goal. Always great conversation. • Reviewing this past year and seeing what changes are needed to address next year. We need to focus more on STIs. • The vibe • All voices matter and the ice breakers • Committees held before lunch
Improve Future Meetings	
• Maybe recap last meeting • Focus on data in increments • Organization • More open convos and ice breakers	• Standing breaks - sit too long • Sometimes it drags to long - implement more breaks to rest your brain and take in all info shared • Longer breaks

NEXT STEPS

- CHPC staff and QPM leaders draft the 2026 QPM workplan based on feedback from today's meeting.
- All participants can share best practices from other states from participation in conferences and other national / regional meetings.

ADJOURN

The meeting adjourned at 11:58 am.

ATTENDANCE

Attendance records are kept on file with the CHPC support staff.