

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Brian Datcher, Co-Chair

Quality Improvement Meeting Minutes

Meeting Date: Friday, August 2, 2013
Start Time: 12:09 pm
EndTime: 1:19pm
location: Burrough's Community Center
Presiding Chair: Brian Datcher
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the May 3, 2013 meeting

Council Member Assignment

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2013 PCAT for the Quality Improvement Committee

Staff Member Assignments

(1.0) Moment of Silence

Ken Teel called the meeting to order at 12:09pm. 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

There were no announcements

(4.0) Approval of May 3, 2013 QI Meeting Minutes

The minutes from May 3, 2013 were not voted on due to lack of quorum. These will be voted on at September's meeting.

New Business/Old Business

1. Review 2013 PCAT

The committee reviewed the QI Planning Council Activity Timeline and determined that everything was on track.

2. Discuss Meeting Day and Time Change

A discussion took place regarding the day/time of this committee's meeting. There was a recommendation to move this meeting to the 1st Thursday of each month from 12:00pm-2:00pm. This will be brought to the Executive Committee for further review.

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Brian Datcher, Co-Chair

3. Establish Special Populations for Formula/Supplemental Grant Application

Kyle presented on this. Due to lack of quorum, this will be voted on at Planning Council on August 9th and will require a 1st and 2nd motion with discussion. VOTE: To accept the following special populations:

African American

Aged (50 years of age or older)

Heterosexual

Latina/a

IDU

ivlSivi

4. Review QI Portion of Grant Guidance

Kyle reviewed the Clinical Quality Improvement Section (Section 7 of the Grant). It's only 5 points but data from QI and Site Visits heavily populates Section 1. Demonstrated Need (34 points) and Section 2. Early Identification of HIV/AIDS in those Unaware or EIHAA (33 points) for total of 72/100 points.

5. Parking Lot Issues

- Can this committee receive a report regarding how many agencies per region were required to receive technical support, what type of TAs were needed and did it occur. There was a great deal of discussion about this topic.
- Could staff have an evaluation (anonymous) that they ask providers to fill out regarding their experience during the site visit preferably online.

(6.0) Announcements

- Ken expressed his deep regret that he will be unable to continue in his role on the QI committee as co-chair. He will try to stay on until another co-chair is found.

(7.0) Adjournment

The meeting adjourned at 1:19 pm