

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Brian Datcher & Ric Browne, Co-Chairs

## Quality Improvement Meeting Minutes

**Meeting Date:** Thursday, February 6, 2014  
**Start Time:** 12:10 pm  
**End Time:** 12:59 pm  
**Location:** Burrough's Community Center  
**Presiding Chair:** Ric Browne  
**Recorder:** Sara Seaburg

### Summary of Committee Business Votes

- Approval of Minutes from the January 9, 2014 meetings

### Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2014 PCAT for the Quality Improvement Committee

#### (1.0) Moment of Silence

Ric Browne called the meeting to order at 12:10pm. 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 made

#### (4.0) Approval of January 9, 2014 QI Meeting Minutes

A motion to approve the minutes from January 9, 2014 was made by Bob Sideleau and seconded by Christine Romanik

**For: (6)** Tierny, Browne, Romanik, Stewart, Leach, Datcher

**Against:**

**Abstain: (3)** Browne, Sideleau, Kidder

#### (5.0) 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. Review Scope of Work for Next Year

- The changes that were made were:
  - a. Remove Mental Health and Substance Abuse from the Refine Standards of Care
  - b. Remove the June/July meeting for the PDSA



*Brian Datcher & Ric Browne, Co-Chairs*

### **3. By-Law Review and Update**

There were no changes recommended for the By-Laws from this committee.

### **4. Develop and Approve Annual Quality Improvement Plan**

- Additions to the plan are under Quality Objectives for 2014 are a Circle of Care Continuum Including:
  - EIS
  - Support Services
  - Medical Case Management
- Tracy went over these in the new document and explained all of these in detail.
- There was discussion of where the Circle of Care document work will be regarding committees. The development of the new model will be worked on in SPA with Jeff as the lead.

### **5. Summary and Updates of EIS POD**

- Tom gave a summary of the latest POD session
- There has been a great deal of input from all areas in the region
- They worked using the HRSA guidelines within this service category
- A draft standard has been created
- On February 25<sup>th</sup>, consumers will be attending that POD session and sharing about their experience. This will be valuable to see if the standard of care that's developed is accurate.
- This information will be presented to the QI committee in April for discussion with the committee.
- Ambulatory Outpatient and MCM Standards of Care possible changes will be brought back to the committee in April as well based on the EIS POD data.

### **6. Parking Lot Issues**

- There are none at this time

### **(6.0) Announcements**

- The next Quality Improvement Committee meeting will take place on March 6, 2014 from 12:00pm - 2:00pm at The Burrough's Community Center

### **(7.0) Adjournment**

The meeting adjourned at 12:59pm

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Brian Datcher & Ric Browne, Co-Chairs

## Quality Improvement Committee Attendance 2014

	Planning Council Member	Jan	Feb	Mar	Apr	May	July	Aug	Sept	Oct	Nov
1.	Ric Browne	X	X								
2.	Brian Datcher <b>Co-Chair</b>	X	X								
3.	Heather Garofalo	A	A								
4.	Heidi Jenkins	A	A								
5.	Tom Kidder	A	X								
6.	Brian Kuerze	A	A								
7.	<i>Beverly Leach PC Co-Chair</i>	X	X								
8.	Ronald Lee	X	A								
9.	Caesar Moffett, Jr.	A	A								
10.	Joanne Montgomery	A	A								
11.	Alex Ortiz	A	A								
12.	Christine Romanik	X	X								
13.	Poonam Sharma	A	A								
14.	Robert Sideleau	A	X								
15.	<i>Roberta Stewart PC Co-Chair</i>	X	X								
16.	Lauren Tierney	X	X								
17.	Dennis Torres	A	A								
18.	Ryan White Office	X	X								
19.	Planning Council Staff	X	X								
	% of Council present:	41%	47%								

Guests: Arvil Alcea, Raphael Muniz