

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Brian Datcher & Ric Browne, Co-Chairs

## Quality Improvement Meeting Minutes

**Meeting Date:** Thursday, March 6, 2014  
**Start Time:** 12:00 pm  
**End Time:** 1:36 pm  
**Location:** Burrough's Community Center  
**Presiding Chair:** Beverly Leach  
**Recorder:** Sara Seaburg

### Summary of Committee Business Votes

- Approval of Minutes from the February 6, 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

Beverly Leach called the meeting to order at 12:05pm. 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 February 6, 2014 QI Meeting Minutes

A motion to approve the minutes from February 6, 2014 was made by Roberta Stewart and seconded by Bob Sideleau

**For: (5)** Tierny, Sideleau, Kidder, Romanik, Stewart

**Against:**

**Abstain: (4)** Jenkins, Leach, Lee, Kuerze

#### (5.0) New Business/Old Business

##### 1. Review 2014 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

This was addressed at last month's meeting

##### 3. Develop and Approve Annual Quality Improvement Plan

This was addressed at last month's meeting

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## **4. Refine Standards of Care for Early Intervention Services**

Tracy presented the new Standard for Care for EIS that was created based on the outcome of the EIS POD sessions that have taken place over the last months. Several participants from the POD sessions were in attendance at today's meeting. She explained all of the details that drive this standard. She also presented the HRSA's EIS Continuum for NH-FF EMA and reviewed this process with all attendees. The process for the referral to partner services was explained and that each region is urged to do this. It was requested that this EIS Standard of Care move to Planning Council in May along with the other Standards that are being updated. The Planning Council Co-Chairs agreed with this.

## **5. Coordinate Data Provision on Outcomes to SPA for PSRA Process**

Tracy spoke to this in regards of the program monitoring standards and its outcomes and summarized what areas they are looking at. SPA will receive the data from QI regarding this and be able to use this in their PSRA process. The grantee spoke about the potential that we may apply for a waiver and explained this to all attendees.

## **6. Parking Lot Issues**

- There are none at this time

## **(6.0) Announcements**

- The next Quality Improvement Committee meeting will take place on April 3, 2014 from 12:00pm - 2:00pm at The Burrough's Community Center
- Optimus's 'Getting to Zero' training session is full; New Haven may have some openings for this training.

## **(7.0) Adjournment**

The meeting adjourned at 1:36pm

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## Quality Improvement Committee Attendance 2014

	Planning Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Ric Browne	X	X	A							
2.	Brian Datcher <b>Co-Chair</b>	X	X	A							
3.	Heather Garofalo	A	A	A							
4.	Heidi Jenkins	A	A	X							
5.	Tom Kidder	A	X	X							
6.	Brian Kuerze	A	A	X							
7.	<i>Beverly Leach PC Co-Chair</i>	X	X	X							
8.	Ronald Lee	X	A	X							
9.	Caesar Moffett, Jr.	A	A	A							
10.	Joanne Montgomery	A	A	A							
11.	Raphael Muniz	-	-	-							
12.	Alex Ortiz	A	A	A							
13.	Christine Romanik	X	X	X							
14.	Poonam Sharma	A	A	A							
15.	Robert Sideleau	A	X	X							
16.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X							
17.	Lauren Tierney	X	X	X							
18.	Dennis Torres	A	A	A							
19.	Ryan White Office	X	X	X							
20.	Planning Council Staff	X	X	X							
	% of Council present:	41%	47%	53%							

Guests: Raphael Muniz, Laura Vieira, Kathy Auguste, Mark Sanchez, Gerald Lewis, Sylvia Mitchell, Angel Calderon, Jerod Geter