

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Ric Browne & Raphael Muniz, Co-Chairs

Quality Improvement Meeting Minutes

Meeting Date: Thursday, April 2, 2015
Start Time: 12:10pm
End Time: 1:04 pm
Location: Burrough's Community Center
Presiding Chair: Ric Browne
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the January 8, 2015 meeting

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 called the meeting to order at 12:10 pm. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(1.0) Welcome and Introduction

All participants introduced themselves.

(2.0) Co-Chair Announcements

There were no co-chair announcements

(3.0) Approval of January 8, 2015 QI Meeting Minutes

A motion to approve the minutes from January 8, 2015 was made by Christine Romanik and seconded by Tom Kidder

For: (5) Kidder, Kuerze, Stewart, Romanik, Jenkins

Against: (0)

Abstain: (6) Browne, McLellan, Ducatel, Cole, Teel, Rivera

(4.0) New Business/Old Business

- **Review 2015 PCAT (Planning Council Activity Timeline)**
The committee reviewed the QI Planning Council Activity Timeline and determined that everything was on track.
- **Provide Input to Annual Quality Improvement Plan**
This will be discussed under the HIV Care Continuum Presentation
- **Refine Standard of Care (AOMC and MCM)**
There were no recommended revisions at this time. The only change is the Standard of care is now called Service Standards.



- **Review HRSA:HIV/AIDS Bureau (HRSA:HAB) Performance Measures**
This will be discussed under the HIV Care Continuum Presentation

- **HIV Care Continuum Presentation**
Rhonda Stewart and Tom Butcher presented this:
 1. The continuum includes: Diagnosed with HIV, Links to Care, Retained in Care, Prescribed Medication and Virally Suppressed.
 2. The Services Necessary by Stage was also presented.
 3. Each of these includes a baseline and target goal.
 4. The Assessment Tool Guide was also explained. It included the following stages: Diagnosed, Linked, Retained, Prescribed ART and Viral Suppression. These stages were linked to the goal of each stage and the correlating core HAB performance measure.
 5. Linkage Indicators by Service Category was also explained and connected to Linking Service Category to Stage chart was presented.
 6. The chart described above will be used by SPA for a potential dataset for the Priority Setting process. Staff will get this from Rhonda.
 7. Jeff suggested that many jurisdictions report Viral Suppression by Case Manager and we may want to see that information for our EMA. CAREWare is capable of capturing this data.
 8. This data will be available for the Planning Council for the July PSRA special meeting.

- **Determine Specific Plan-Do-Study-Act ('PDSA') initiatives and review results**
Tom Butcher reported that he will reach out to all of the regional leads and find out what they are doing if anything regarding 'sexually transmitted infection screening'. This received the lowest percentage results on the site visit reports from last year. The question was asked, is it possible to see what comes out of the PDSA process and given over to the SPA committee to report on at Planning Council. This could be a topic for the regional leads to discuss at a Planning Council meeting. The grantee requested that the summary of this should be brought to the QI committee first.

- **Coordinate Data Provision on Outcomes to SPA for PSRA process**
This was discussed under the topic of 'HIV Care Continuum Presentation'

(5.0) Grantee Report

Tom Butcher Reported on this:

Site Visit Discussion

- These will begin in the middle of April and run through the end of May.
- Chart audit data will be able to be used in the PSRA process this year.
- Fiscal and Programmatic audits will be done.
- Providers will know ahead of time what charts will be audited.
- They are looking for the return to care and newly diagnosed.

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(6.0) Unresolved Parking Lot Items

- Present the regional PDSA on Syphilis and the baseline from the previous year based on the QM site visit report. In December we will present the results of the PDSA from the EMA.

(7.0) Announcements

The next Quality Improvement meeting is May 7, 2015 from 12:00pm – 2:00 p.m. (Burrough's Community Center).

Quality Improvement Committee Attendance 2015

	Planning Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Ric Browne Co-Chair	X			X						
2.	Christopher Cole	A			X						
3.	Sabrina Delgado	X			A						
4.	Patricia Ducatel	-			X						
5.	Heather Garofalo	A			A						
6.	Heidi Jenkins	X			X						
7.	Tom Kidder	X			X						
8.	<i>Brian Kuerze PC Co-Chair</i>	X			X						
9.	Kenneth McLellan	A			X						
10.	Joanne Montgomery	A			A						
11.	Raphael Muniz Co-Chair	A			A						
12.	Alex Ortiz	A			A						
13.	Johnny Rivera	-			X						
14.	Jackie Robertson	A			A						
15.	Christine Romanik	X			X						
16.	Mark Sanchez	A			A						
17.	Robert Sideleau	X			A						
18.	<i>Roberta Stewart PC Co-Chair</i>	X			X						
19.	Ken Teel	-			X						
20.	Charlotte Teel	A			A						
21.	Lauren Tierney	A			A						
22.	Dennis Torres	A			A						
	Ryan White Office	X			X						
	Planning Council Staff	X			X						
	% of Council present:	40%			50%						

Guests: Tyrone Robinson, Daphne McLellan, Sara Burns, Rhonda Stewart