

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Christine Romanik, Co-Chair

Quality Improvement Meeting Minutes

Meeting Date: Thursday, May 4, 2017
Start Time: 12:00 pm
End Time: 1: pm
Location: Burrough's Community Center
Presiding Chair: Christine Romanik
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from February 2, 2017 and March 2, 2017 meeting

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2017 PCAT for the Quality Improvement Committee

(1.0) Moment of Silence

Roberta called the meeting to order at 12:15pm. 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

Christine is still looking for a new co-chair for this committee.

(3.0) Approval of March 2, 2017 and April 6, 2017 QI Meeting Minutes

A motion to approve the **March 2, 2017** committee minutes was made by Joanne Montgomery and Roberta Stewart seconded it.

For: (2) Stewart, Montgomery

Against: (0)

Abstain: (4) Romanik, Lame, Garofalo, Ardila

A motion to approve the **April 6, 2017** committee minutes was made by Joanne Montgomery and Chris Cole seconded it.

For: (3) Stewart, Montgomery, Ardila

Against: (0)

Abstain: (3) Romanik, Lame, Garofalo

(4.0) New Business/Old Business

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- **Review 2016 PCAT (Planning Council Activity Timeline)**
The committee reviewed the QI Planning Council Activity Timeline and the committee is right on track with all tasks.
- **Review Service Standards**
Staff presented the Early Intervention Services service standard. After review the current standard it was decided that Lauren and Joanne would review this at a later and then Staff will work with them regarding their updates.
- **Review Annual Quality Improvement Plan**
This will be done next month.

(5.0) Part A Office Report

- Federal Government has passed a budget that will keep everything running until August.
- They should be hearing sometime in June regarding the award.
- Site visits have been scheduled during June, fiscal and programmatic.

(6.0) Unresolved Parking Lot Items

| ITEM | STATUS |
|---|------------|
| The performance measures for chlamydia and gonorrhea screenings are concerning, the denominator for these are all clients who receive a Part A service which was expressed it should not be. On #14, 19 and 20 performance measures we would like to look further into these. We would like to see the results of the chart audits specifically on these items which are Hep C, chlamydia and gonorrhea. There is concern about this information is being used. | In process |

(7.0) Announcements

- The next Quality Improvement meeting is June 1, 2017 from 12:00pm – 2:00pm (Burrough's Community Center).

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Quality Improvement Committee Attendance 2017

| | Planning Council Member | Jan | Feb | Mar | Apr | May | June | Aug | Sept | Oct | Nov |
|-----|-------------------------------------|-----|-----|-----|-----|-----|------|-----|------|-----|-----|
| 1. | Inthiany Ardila | X | A | A | X | X | | | | | |
| 2. | Steven Bonell | - | - | - | - | A | | | | | |
| 3. | Bradford Briggs | A | A | A | A | A | | | | | |
| 4. | Cassandra Cokley | A | A | A | A | A | | | | | |
| 5. | <i>Christopher Cole PC Co-Chair</i> | X | X | A | A | A | | | | | |
| 6. | Sabrina Delgado | A | A | X | A | A | | | | | |
| 7. | Thomas Evans | - | - | - | - | A | | | | | |
| 8. | Heather Garofalo | A | A | X | A | X | | | | | |
| 9. | Ryan Grant | - | - | - | - | A | | | | | |
| 10. | Heidi Jenkins | A | A | A | A | A | | | | | |
| 11. | Albana Lame | - | - | - | - | X | | | | | |
| 12. | Clara Langley | - | - | - | - | A | | | | | |
| 13. | Gerald Lewis | A | A | A | A | A | | | | | |
| 14. | Joanne Montgomery | X | X | A | X | X | | | | | |
| 15. | Raphael Muniz | A | X | A | A | A | | | | | |
| 16. | Christine Romanik Co-Chair | X | X | X | A | X | | | | | |
| 17. | Mark Sanchez | A | A | A | A | A | | | | | |
| 18. | <i>Roberta Stewart PC Co-Chair</i> | X | X | X | X | X | | | | | |
| 19. | Charlotte Teel | A | A | A | A | A | | | | | |
| 20. | Lauren Gau | A | A | A | A | X | | | | | |
| | Ryan White Office | X | X | X | A | X | | | | | |
| | Planning Council Staff | X | X | X | A | X | | | | | |
| | % of Council present: | 33% | 33% | 27% | 20% | 35% | | | | | |

Guests: Sara Burns, Sameka Hamilton, Albana Lame