



New Haven / Fairfield Counties EMA

Ryan White Part A Planning Council

Christine Romanik & Albana Lame, Co-Chairs

Quality Improvement Meeting Minutes

Meeting Date: Thursday, February 1, 2018
Start Time: 12:12 pm
End Time: 1:28 pm
Location: Burrough's Community Center
Presiding Chair: Albana Lame
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from November 2, 2017 meeting

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2018 PCAT for the Quality Improvement Committee

(1.0) Moment of Silence

Albana called the meeting to order at 12:12pm. 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 none

(3.0) Approval of November 2, 2017 QI Meeting Minutes

A motion to approve the November 2, 2017 committee minutes was made by Christine Romanik and Chris Cole seconded it.

For: (6) Cole, Delgado, Romanik, Montgomery, Stewart, Muniz

Against: (0)

Abstain: (1) Lame

(4.0) New Business/Old Business

- **Review 2017 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**

At this time we are up to date on all service standards

- **Identify Areas for Improvement based on Site Visit Findings**

The recipient, Tom Butcher presented detailed outcomes from 2017 QI site visits. This presentation included:



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1. Methodology for the site visits
2. The 4 service categories reviewed
3. Universal outcomes by region

We also discussed the CQM PCN 15-02 which staff presented. This helps to understand what exactly this committee tasks will be in GY2018. There are now functional differences between the Recipient's responsibilities and the Quality Improvement committee's responsibilities and how the two will work together moving forward. A CQM program would keep all regions accountable.

The discussion of a uniform PDSA model was talked about and what that might look like and how that would be a benefit.

(5.0) Part A Office Report

- Tom gave us an extensive update reflected in the topic above

(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 how this information is being used.	In Process
EIS FPL should be reviewed	New

(7.0) Announcements

- **APEX** is looking for a part time quality person
- The next Quality Improvement meeting is March 1, 2017 from 12:00pm – 2:00pm (Burrough's Community Center).



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Quality Improvement Committee Attendance 2018

	Planning Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	A	A								
2.	Steven Bonell	A	A								
3.	Marvin Brown	A	A								
4.	Max Cisneros	A	A								
5.	Cassandra Cokley	A	A								
6.	<i>Christopher Cole PC Co-Chair</i>	X	X								
7.	Wallace Daniels	A	A								
8.	Sabrina Delgado	A	X								
9.	Thomas Evans	A	A								
10.	Heather Garofalo	A	A								
11.	Lauren Gau	X	A								
12.	Ryan Grant	A	A								
13.	Heidi Jenkins	A	A								
14.	Albana Lame Co-Chair	X	X								
15.	Clara Langley	A	A								
16.	Gerald Lewis	A	A								
17.	Joanne Montgomery	X	X								
18.	Raphael Muniz	X	X								
19.	Christine Romanik Co-Chair	X	X								
20.	Mark Sanchez	A	A								
21.	<i>Roberta Stewart PC Co-Chair</i>	X	X								
22.	Charlotte Teel	A	A								
	Ryan White Office	X	X								
	Planning Council Staff	X	X								
	% of Council present:	32%	32%								

Guests: Sara Burns, Kelli McDermott