



New Haven / Fairfield Counties EMA

Ryan White Part A Planning Council

Christine Romanik & Albana Lame, Co-Chairs

Quality Improvement Meeting Minutes

Meeting Date: Thursday, May 3, 2018
Start Time: 12:02 pm
End Time: 1:05 pm
Location: Burrough's Community Center
Presiding Chair: Albana Lame
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from April 5, 2018 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

Christine called the meeting to order at 12:00 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 none

(3.0) Approval of April 5, 2018 QI Meeting Minutes

A motion to approve the April 5, 2018 committee minutes was made by Joanne Montgomery and Roberta Stewart seconded it.

For: (1) Delgado

Against: (0)

Abstain: (4) Lame, Romanik, Montgomery, Stewart

(4.0) New Business/Old Business

- **Discuss Responsibilities of the Quality Improvement Committee**
 1. The Assessment of the Administrative Mechanism
 - i. This will now fall within the QI Committee.
 2. Data Request Process:
 - i. Data requests come from SPA – then to the Recipient's Office
 - ii. The Recipient's Office will then send that data to the QI data to review for accuracy.
 - iii. Data requests will now include a reason behind requesting the data.



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A lengthy discussion took place and several opinions were heard from attendees. A suggestion was heard that the executive committee should take a look at the roles of all committees.

(5.0) Part A Office Report

Tom Butcher gave this report:

1. They are continuing working on the new CQM process
2. They received data from the state on 'late testers' and how many are in CAREWare and how do they respond.
3. They are also looking lots of data in the group
4. They are looking at how to run a CQM process with different issues in different regions.

(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 – this will be discussed as we move forward in determining responsibilities of the QI committee. This now is the responsibility of the Recipient's Office, this is closed.

(7.0) Announcements

- The next Quality Improvement meeting is June 7, 2018 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	A	A	X					
2.	Steven Bonell	A	A	A	A	A					
3.	Marvin Brown	A	A	A	A	A					
4.	Max Cisneros	A	A	A	X	A					
5.	Cassandra Cokley	A	A	A	A	X					
6.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	X	A					
7.	Wallace Daniels	A	A	A	A	A					
8.	Sabrina Delgado	A	X	X	X	X					
9.	Thomas Evans	A	A	A	A	A					
10.	Heather Garofalo	A	A	A	A	A					
11.	Lauren Gau	X	A	X	A	A					
12.	Ryan Grant	A	A	A	A	A					
13.	Heidi Jenkins	A	A	A	A	A					
14.	Albana Lame Co-Chair	X	X	X	X	X					
15.	Clara Langley	A	A	A	A	A					
16.	Gerald Lewis	A	A	A	A	A					
17.	Joanne Montgomery	X	X	X	A	X					
18.	Raphael Muniz	X	X	X	A	A					
19.	Richard Radocchia	-	-	-	-	A					
20.	Christine Romanik Co-Chair	X	X	X	X	X					
21.	Mark Sanchez	A	A	A	A	A					
22.	<i>Roberta Stewart PC Co-Chair</i>	X	X	A	A	X					
23.	Charlotte Teel	A	A	A	A	A					
	Ryan White Office	X	X	X	A	X					
	Planning Council Staff	X	X	X	A	X					
	% of Council present:	32%	32%	32%	23%	22%					

Guests: Sara Burns, Jean Brown, Christina Rizk