



New Haven / Fairfield Counties EMA

Ryan White Part A Planning Council

Christine Romanik & Albana Lame, Co-Chairs

Quality Improvement Meeting Minutes

Meeting Date: Thursday, November 1, 2018
Start Time: 12:16 pm
End Time: 1:33 pm
Location: Burrough's Community Center
Presiding Chair: Roberta Stewart
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from October 4, 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

Roberta called the meeting to order at 12:16 pm. 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 none

(4.0) Approval of October 4, 2018 QI Meeting Minutes

A motion to approve the October 4, 2018 committee minutes was made by Joanne Montgomery and Lauren Gau seconded it.

For: (3) Montgomery, Stewart, Ardila

Against: (0)

Abstain: (3) Gau, Muniz, Delgado

(5.0) New Business/Old Business

- **Review Substance Abuse Outpatient Service Standard**

We will review this standard in January. Staff will make a timeline that will reflect when all service standards have last been updated for all to see.

- **Review Updates to the AAM Tool**

We reviewed updates made and there were further recommendations as well. Staff will update this and present all updates at the January meeting.



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(6.0) Part A Office Report

Tom Butcher gave the following report:

1. They had a great start to their new CQM process kickoff and all regions are going to do a STI screening update.
2. They began a PDSA on data: all regions are on board and will work on their specific areas of improvement with data.
3. They are also working on VL suppression rates within our EMA who have been diagnosed within 1990 – 2000.

(7.0) Unresolved Parking Lot Items

ITEM	STATUS
Develop a client satisfaction survey	10/4: Joanne and Inthiany are going to work on this and have a 1 st draft in January.

(8.0) Announcements

- The next Quality Improvement meeting is January 3, 2019 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	A	-	A	X	X
2.	Max Cisneros	A	A	A	X	A	X	-	X	A	X
3.	Cassandra Cokley	A	A	A	A	X	A	-	A	A	A
4.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	X	X	X	-	A	X	A
5.	Loreen Cuiman	-	-	-	-	-	-	-	-	-	-
6.	Sabrina Delgado	A	X	X	X	X	A	-	X	A	X
7.	Thomas Evans	A	A	A	A	A	A	-	A	A	A
8.	Heather Garofalo	A	A	A	A	A	A	-	A	A	A
9.	Lauren Gau	X	A	X	A	A	X	-	A	A	X
10.	Lisa Gluz	-	-	-	-	-	-	-	-	-	A
11.	Heidi Jenkins	A	A	A	A	A	A	-	A	A	A
12.	Albana Lame Co-Chair	X	X	X	X	X	X	-	X	X	A
13.	Clara Langley	-	-	-	-	-	-	-	-	-	A
14.	Joanne Montgomery	X	X	X	A	X	X	-	X	X	X
15.	Raphael Muniz	X	X	X	A	A	A	-	X	A	X
16.	Richard Radocchia	-	-	-	-	A	A	-	A	A	A
17.	Christine Romanik Co-Chair	X	X	X	X	X	X	-	X	X	A
18.	<i>Roberta Stewart PC Co-Chair</i>	X	X	A	A	X	X	-	X	X	X
19.	Charlotte Teel	A	A	A	A	A	A	-	A	A	A
	Ryan White Office	X	X	X	A	X	X	-	X	X	X
	Planning Council Staff	X	X	X	A	X	X	-	X	X	X
	% of Council present:	32%	32%	32%	23%	22%	33%	-	39%	35%	37%

Guests: Sara Burns, Christina Rizk, Tequetta Valeriano