



New Haven / Fairfield Counties EMA

Ryan White Part A Planning Council

Christine Romanik & Albana Lame, Co-Chairs

Quality Improvement Meeting Minutes

Meeting Date: Thursday, October 5, 2017
Start Time: 12:02 pm
End Time: 12:55 pm
Location: Burrough's Community Center
Presiding Chair: Albana Lame
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from June 1, 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

Albana 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

There were none

(3.0) Approval of June 1, 2017 QI Meeting Minutes

A motion to approve the June 1, 2017 committee minutes was made by Christine Romanik and Chris Cole seconded it.

For: (4) Lame, Cole, Romanik, Gau

Against: (0)

Abstain: (1) Delgado

(4.0) New Business/Old Business

- **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. Staff worked with Joanne and Lauren and had updated this over the summer. Attendees reviewed this and made further updates. This will be presented next month for final review and approval.

- **Review Annual Quality Improvement Plan**



New Haven / Fairfield Counties EMA

Ryan White Part A Planning Council

Christine Romanik & Albana Lame, Co-Chairs

Staff presented the annual quality improvement plan and attendees reviewed this.

Chris Cole made a motion to approve the quality improvement plan and Albana Lame seconded it.

For: (5) Lame, Cole, Romanik, Gau, Delgado

Against: (0)

Abstain: (1) Delgado

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

At this time the Recipient did not have any feedback from site visits.

(5.0) Part A Office Report

- Grant application should be ready to submit by 10/26
- Sera Morgan has sent them the site visit schedule for November
- Jeff and Tom have a conference call with her on at 9:00am on 10/6

(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
EIS FPL should be reviewed	New

(7.0) Announcements

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



New Haven / Fairfield Counties EMA

Ryan White Part A Planning Council

Christine Romanik & Albana Lame, Co-Chairs

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	A	-	-	A	
2.	Steven Bonell	-	-	-	-	A	A	-	-	A	
3.	Marvin Brown	-	-	-	-	-	A	-	-	A	
4.	Cassandra Cokley	A	A	A	A	A	A	-	-	A	
5.	<i>Christopher Cole PC Co-Chair</i>	X	X	A	A	A	X	-	-	X	
6.	Wallace Daniels	-	-	-	-	-	A	-	-	A	
7.	Sabrina Delgado	A	A	X	A	A	A	-	-	X	
8.	Thomas Evans	-	-	-	-	A	A	-	-	A	
9.	Heather Garofalo	A	A	X	A	X	A	-	-	A	
10.	Lauren Gau	A	A	A	A	X	X	-	-	X	
11.	Ryan Grant	-	-	-	-	A	A	-	-	A	
12.	Heidi Jenkins	A	A	A	A	A	A	-	-	A	
13.	Albana Lame Co-Chair	-	-	-	-	X	X	-	-	X	
14.	Clara Langley	-	-	-	-	A	A	-	-	A	
15.	Gerald Lewis	A	A	A	A	A	A	-	-	A	
16.	Joanne Montgomery	X	X	A	X	X	X	-	-	A	
17.	Christine Romanik Co-Chair	X	X	X	A	X	X	-	-	X	
18.	Mark Sanchez	A	A	A	A	A	A	-	-	A	
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	-	-	A	
20.	Charlotte Teel	A	A	A	A	A	A	-	-	A	
	Ryan White Office	X	X	X	A	X	X	-	-	X	
	Planning Council Staff	X	X	X	A	X	X	-	-	X	
	% of Council present:	33%	33%	27%	20%	35%	33%			25%	

Guests: Sara Burns, Raphael Muniz