

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Brian Datcher & Ken Teel, Co-Chairs

Quality Improvement Meeting Minutes

Meeting Date: Friday, April 5, 2013
Start Time: 12:07 pm
End Time: 1:00 pm
Location: Burrough's Community Center
Presiding Chair: Ken Teel
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the January 4, 2013 meeting

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2013 PCAT for the Quality Improvement Committee

Staff Member Assignments

(1.0) Moment of Silence

Ken Teel called the meeting to order at 12:07 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 no announcements

(4.0) Approval of January 4, 2013 QI Meeting Minutes

Due to lack of a quorum, the minutes were unable to be approved. These will be voted on at the next Quality Improvement Committee meeting on Friday, May 3, 2013.

(5.0) New Business/Old Business

1. Review 2013 PCAT

The committee reviewed the QI Planning Council Activity Timeline and determined that everything was on track.

2. Review Technical Assistance and Results

Tracy gave a summary of the technical assistance site visits that were made. 18% of the agencies received agency specific technical assistance with onsite visits in November and December and then again in January and February.

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3. Review and Approve Revised Mental Health and Substance Abuse Standards of Care

Rhonda presented summary of all the revised Standards of Care for 2013. The Standards of Care for the EMA is a “living” document that reflects best practice methodologies, as well as HRSA program and monitoring requirements, necessary to provide quality services to PLWHA. These Standards are reviewed annually for updates and improvements where indicated. The summary included list of revisions made for FY2013 to ensure compliance with all program requirements, as well as increasing the EMAs efforts in providing continued excellent quality services.

4. Review/Discuss QIC 2013 Plan and Goals

Tracy and Rhonda presented the 2013 Quality Improvement Committee Plan and Goals. The New Haven/Fairfield Counties’ Ryan White Part A Eligible Metropolitan Area (EMA) systematically monitors, evaluates and continuously strives to improve the quality and delivery of HIV care and services provided to Ryan White Part A consumers in the EMA. This document lists in detail the committee’s plan. It will be posted on the Ryan White Planning Council website once approved.

5. Update Standards of Care based on prior year Pod and results of QI Site Visits/Program Monitoring Standards (MCM) Grantee Report

All updated Standards of Care will be posted to the Ryan White Planning Council website in ‘draft’ form for all Planning Council members to review. These will be voted on at the next Quality Improvement committee meeting in May and then passed onto Planning Council for final approval.

(6.0) Announcements

There were no announcements

(7.0) Adjournment

The meeting adjourned at 1:00 pm

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Quality Improvement Committee Attendance

	Planning Council Member	Jan	Feb	Mar	Apr	May	July	Aug	Sept	Oct	Nov
1.	Ric Browne	Y			Y						
2.	Kenneth Cousar										
3.	Brian Datcher Co-Chair										
4.	Heather Garofalo	-									
5.	Heidi Jenkins										
6.	Tom Kidder	Y			Y						
7.	Brian Kuerze										
8.	<i>Beverly Leach PC Co-Chair</i>										
9.	Ronald Lee										
10.	Andrew Lyons	Y									
11.	<i>Leif Mitchell PC Co-Chair</i>	Y									
12.	Caesar Moffett, Jr.										
13.	Joanne Montgomery										
14.	Alex Ortiz										
15.	Christine Romanik	Y			Y						
16.	Ray Ruiz, Jr.										
17.	Robert Sideleau										
18.	John Sousa										
19.	Roberta Stewart										
20.	Ken Teel Co-Chair				Y						
21.	Dennis Torres	Y									
	Ryan White Office	Y			Y						
	Planning Council Staff	Y			Y						
	% of Council present:	30%			20%						

Guests: Lauren Tierney, Maureen Reault