

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Ric Browne & Christine Romanik, Co-Chairs

## Quality Improvement Meeting Minutes

**Meeting Date:** Thursday, October 1, 2015  
**Start Time:** 12:13 pm  
**End Time:** 1:36 pm  
**Location:** Burrough's Community Center  
**Presiding Chair:** Ric Browne  
**Recorder:** Sara Seaburg

### Summary of Committee Business Votes

- Approval of Minutes from September 3, 2015 meeting

### Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2014 PCAT for the Quality Improvement Committee

#### (1.0) Moment of Silence

Ric called the meeting to order at 12:13 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

Ric announced that he will be resigning from the Planning Council due to medical issues. Also, please keep Tom and Alex in your thoughts.

#### (3.0) Approval of September 3, 2015 QI Meeting Minutes

A motion to approve the minutes from September 3, 2015 was made by Ken Teel and seconded by Roberta Stewart

**For (3):** Teel, Romanik, Stewart

**Against (0):**

**Abstain (2):** Browne, Jenkins

#### (4.0) New Business/Old Business

- **Review 2015 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**  
Jeff presented the newly separated Substance Abuse Inpatient and Substance Abuse Outpatient service standards. He began with the Outpatient standard. He began with the HRSA definition and then reviewed the NH/FF definition. The committee compared the service category definition from the SPA committee. It was requested that the SPA committee review the Substance Abuse service category definitions and update them in

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



*Ric Browne & Christine Romanik, Co-Chairs*

November. Once this is defined from the SPA committee, the QI committee will update this portion of the standard appropriately. The committee then reviewed the program outcome section staff made suggested revisions. Then the standard, outcome measure, numerator, denominator, data source and goal/benchmark chart was reviewed. Christine said that at the DPH they have had technical assistance with their standards are working on streamlining them. All revisions made to this standard were done real time by staff during the meeting based upon agreed upon revisions by the attendees.

Staff suggested that they work with Joanne on a one to one basis to review this and recommend updates. These will be presented next month during the QI meeting.

## **(5.0) Grantee Report**

There is currently no report from the grantee. They are working on the Grant Application for HRSA.

They will be going through the Grant Guidance which has a due date of November 2, 2015.

## **(6.0) Unresolved Parking Lot Items**

<b>ITEM</b>	<b>STATUS</b>
Present the regional PDSA on Syphilis and the baseline from the previous year based on the QM site visit report.	In process - In January 2016 we will present the results of the PDSA from the EMA
Can grantee provide Pathways to Care with Service Standards data?	

## **(7.0) Announcements**

- The next Quality Improvement meeting is November 5, 2015 from 12:00pm – 2:00pm (Burrough's Community Center).

# Ryan White EMA Planning Council

New Haven and Fairfield Counties



Ric Browne & Christine Romanik, Co-Chairs

## Quality Improvement Committee Attendance 2015

	Planning Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	<b>Ric Browne Co-Chair</b>	X			X	X	X	A	X	X	
2.	Christopher Cole	A			X	A	A	A	A	A	
3.	Sabrina Delgado	X			A	A	X	A	X	A	
4.	Patricia Ducatel	-			X	A	A	A	A	A	
5.	Heather Garofalo	A			A	A	A	A	A	A	
6.	Charles Green	-			-	-	-	-	-	A	
7.	Heidi Jenkins	X			X	X	X	X	A	X	
8.	Tom Kidder	X			X	X	X	A	A	A	
9.	Kenneth McLellan	A			X	A	A	A	A	A	
10.	Joanne Montgomery	A			A	A	X	A	X	X	
11.	Raphael Muniz	A			A	A	A	A	A	A	
12.	Alex Ortiz	A			A	A	A	A	A	A	
13.	Johny Rivera	-			X	X	A	A	A	A	
14.	Jackie Robertson	A			A	A	A	A	A	A	
15.	<b>Christine Romanik Co-Chair</b>	X			X	X	X	X	X	X	
16.	Mark Sanchez	A			A	A	A	A	A	A	
17.	<i>Roberta Stewart PC Co-Chair</i>	X			X	X	X	X	X	X	
18.	Ken Teel	-			X	X	A	X	X	X	
19.	Charlotte Teel	A			A	A	A	A	A	A	
20.	Lauren Tierney	A			A	A	A	A	A	A	
21.	Dennis Torres	A			A	A	A	A	A	A	
	Ryan White Office	X			X	X	X	X	X	X	
	Planning Council Staff	X			X	X	X	X	X	X	
	% of Council present:	40%			50%	27%	36%	19%	30%	29%	