

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Christine Romanik, Co-Chair

Quality Improvement Meeting Minutes

Meeting Date: Thursday, October 6, 2016
Start Time: 12:14 pm
End Time: 12:57 pm
Location: Burrough's Community Center
Presiding Chair: Chris Cole
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from August 4, 2016 and September 1, 2016 meetings

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2016 PCAT for the Quality Improvement Committee

(1.0) Moment of Silence

Chris called the meeting to order at 12:14pm. 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

This committee is in need of a co-chair to work with Christine.

(3.0) Approval of August 4, 2016 and September 1, 2016 QI Meeting Minutes

A motion to approve the August 4, 2016 committee minutes was made by Roberta Stewart and Joanne Montgomery seconded it.

For: (3) Cole, Muniz, Stewart

Against: (0)

Abstain: (3) Ardila, Delgado, Montgomery

A motion to approve the September 1, 2016 committee minutes was made by Roberta Stewart and Joanne Montgomery seconded it.

For: (2) Montgomery, Cole

Against: (0)

Abstain: (4) Stewart, Muniz, Delgado, Ardila

(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.

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- **Review Service Standards**
Chris and Sabrina will work on the MCM Service Standard with Staff to make updates for the November meeting.
- **Review Annual Quality Improvement Plan**
Staff presented the new Statewide Comprehensive Plan and will e-mail this document out to all PC members for next month's meeting. Once this is reviewed, we will use this to update our QIC plan.
- **Review EMAs Care Continuum**
Staff presented the Care Continuum with RW Part A Clients vs. EMA wide. This included linked to care, retained in care, prescribed ART and virally suppressed. A request was asked to see this compared to the State of CT and on the National Level as well. Staff presented a breakdown of the continuum from the Recipient broken out by risk category, race, gender, select cities and gender by race/ethnicity.
- **Identify Areas of Improvement Based on Site Visit Findings**
Staff presented this data from the Recipient. This included the following:
 - a. Scope of Visits
 - b. Continua of Care Methodology
 - c. Continuum of Care
 - d. Populations
 - e. Results of the EMA Continuum
 - f. Results of the Regional Continuum Comparison
 - g. Caveats

(5.0) Recipient Report

Tom Butcher, the Recipient gave this report:

- Tom presented the site visit findings previously
- They are currently working on the grant application

(6.0) Unresolved Parking Lot Items

ITEM	STATUS
None	

(7.0) Announcements

- The next Quality Improvement meeting is November 3, 2016 from 12:00pm – 2:00pm (Burrough's Community Center).

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Quality Improvement Committee Attendance 2016

	Planning Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	-	-	A	A	A	X	A	A	X	
2.	Bradford Briggs	-	-	-	A	A	A	A	A	A	
3.	<i>Christopher Cole PC Co-Chair</i>	A	X	X	X	X	X	X	X	X	
4.	Sabrina Delgado	A	X	X	X	X	A	A	A	X	
5.	Heather Garofalo	A	A	A	X	A	A	A	A	A	
6.	Heidi Jenkins	X	A	A	A	A	A	X	X	A	
7.	Gerald Lewis	-	-	-	-	-	A	A	A	A	
8.	Joanne Montgomery	X	X	X	X	X	X	A	X	X	
9.	Raphael Muniz	A	A	A	X	X	A	X	A	X	
10.	Jackie Robertson	A	A	A	A	A	A	A	A	A	
11.	Christine Romanik Co-Chair	X	X	X	A	A	X	X	X	A	
12.	Mark Sanchez	A	A	A	A	A	A	A	A	A	
13.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	X	A	X	
14.	Charlotte Teel	A	A	A	A	A	A	A	A	A	
15.	Lauren Gau	X	A	A	A	A	A	A	A	A	
16.	Dennis Torres	A	A	A	A	A	A	A	A	A	
	Ryan White Office	X	X	X	X	X	X	X	X	X	
	Planning Council Staff	X	X	X	X	X	X	X	X	X	
	% of Council present:	33%	33%	26%	35%	25%	26%	28%	24%	38%	

Guests: Sara Burns, Kelli McDermott