



New Haven / Fairfield Counties EMA

Ryan White Part A Planning Council

Christine Romanik & Albana Lame, Co-Chairs

Quality Improvement Committee Agenda Quality Improvement Meeting Minutes

Meeting Date: Thursday, June 7, 2018
Start Time: 12:12 pm
End Time: 1:05 pm
Location: Burrough's Community Center
Presiding Chair: Albana Lame
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from May 3, 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

Albana called the meeting to order at 12:12 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

There were none

(3.0) Approval of May 3, 2018 QI Meeting Minutes

A motion to approve the May 3, 2018 committee minutes was made by Joanne Montgomery and Roberta Stewart seconded it.

For: (4) Montgomery, Stewart, Romanik, Cole

Against: (0)

Abstain: (3) Gau, Cisneros, Lame

(4.0) New Business/Old Business

- **Discuss Responsibilities of the Quality Improvement Committee**
 1. The Assessment of the Administrative Mechanism – the attendees reviewed all questions on the survey monkey tool that was presented and updated it based on our EMA's processes. Staff will update the AAM tool in Survey Monkey with all suggestions and e-mail to all Planning Council members for review.
- Questions from a New Planning Council Member – The committee reviewed the questions below:



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1. What are the biggest changes or reforms that you've seen since your started service on the Planning Council? Reduction in funding was discussed.
2. What piece of advice would you have appreciated to receive when you started your service on the Planning Council? Conflict Resolution situations have been healthier – even when attendees disagree, everyone can come back together as a unit to work for the greater of the good. Also, the model of Ryan White has changed to meet the needs of PLWHA living longer.
3. What is the greatest need or point of focus which you think needs addressing by the Planning Council?

(5.0) Part A Office Report

There was no report this month.

(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 how this information is being used.	In Process – this will be discussed as we move forward in determining responsibilities of the QI committee. This now is the responsibility of the Recipient's Office, this is closed.

(7.0) Announcements

- The next Quality Improvement meeting is September 6, 2018 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				
2.	Marvin Brown	A	A	A	A	A	A				
3.	Max Cisneros	A	A	A	X	A	X				
4.	Cassandra Cokley	A	A	A	A	X	A				
5.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	X	X	X				
6.	Wallace Daniels	A	A	A	A	A	A				
7.	Sabrina Delgado	A	X	X	X	X	A				
8.	Thomas Evans	A	A	A	A	A	A				
9.	Heather Garofalo	A	A	A	A	A	A				
10.	Lauren Gau	X	A	X	A	A	X				
11.	Heidi Jenkins	A	A	A	A	A	A				
12.	Albana Lame Co-Chair	X	X	X	X	X	X				
13.	Clara Langley	A	A	A	A	A	A				
14.	Gerald Lewis	A	A	A	A	A	A				
15.	Joanne Montgomery	X	X	X	A	X	X				
16.	Raphael Muniz	X	X	X	A	A	A				
17.	Richard Radocchia	-	-	-	-	A	A				
18.	Christine Romanik Co-Chair	X	X	X	X	X	X				
19.	Mark Sanchez	A	A	A	A	A	A				
20.	<i>Roberta Stewart PC Co-Chair</i>	X	X	A	A	X	X				
21.	Charlotte Teel	A	A	A	A	A	A				
	Ryan White Office	X	X	X	A	X	X				
	Planning Council Staff	X	X	X	A	X	X				
	% of Council present:	32%	32%	32%	23%	22%	33%				

Guests: Sara Burns, Jean Brown, Christina Rizk, Desiree James-Green, Tequetta Valeriano