



Albana Lame, Co-Chair

Quality Improvement Meeting Minutes

Meeting Date: Thursday, November 7, 2019
Start Time: 12:10 pm
End Time: 3:48 pm
Location: Burroughs Community Center
Presiding Chair: Christine Romanik
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from October 3, 2019 meetings

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2019 PCAT for the Quality Improvement Committee

(1.0) Moment of Silence

Christine called the meeting to order at 12:10 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 none

(4.0) Approval of October 3, 2019 QI Meeting Minutes

A motion to approve the October 3, 2019 committee minutes was made by Joanne Montgomery and Chris Cole seconded it.

For: (6) Lame, Cisneros, Cole, Montgomery, Delgado, Radocchia

Against: (0)

Abstain: (4) Gau, Romanik, Colbert

(5.0) New Business/Old Business

- **Review Quality Improvement Committee Activity Timeline**

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

- **Review and Update Service Standards**

Staff presented the following service standards for review and updates: Substance Abuse Inpatient and Outpatient, Oral Health and Mental Health. Attendees representing all 5 regions participated in updating all service standards based on service delivery across the EMA.

(6.0) Part A Office Report

The Ryan White office staff gave the following report:

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1. The CQM team has seen improvement throughout the regions PDSA on STI screenings and focusing on data integrity and VS demographics
2. They will be migrating to CAREWare 6 before the end of the month.
3. PDSA with CQM

(7.0) Unresolved Parking Lot Items

There are none at this time.

(8.0) Announcements

- The next Quality Improvement meeting is January 9, 2019 from 12:00pm – 3:00pm (Burroughs Community Center).

Quality Improvement Committee Attendance 2019

	Planning Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	A	A	A	A	X	A	-	A	X	A
2.	Max Cisneros	X	A	X	X	X	A	-	X	X	X
3.	Cassandra Cokley	A	A	A	A	A	A	-	A	A	A
4.	David Colbert	-	-	-	-	X	X	-	X	A	X
5.	<i>Christopher Cole PC Co-Chair</i>	A	X	A	X	X	X	-	X	X	X
6.	Loreen Cuiman	A	A	A	A	A	A	-	A	A	A
7.	Sabrina Delgado	A	A	A	A	A	A	-	A	X	X
8.	Thomas Evans	A	A	A	A	A	A	-	A	A	A
9.	Heather Garofalo	A	A	A	A	A	A	-	A	A	A
10.	Lauren Gau	A	A	A	A	X	A	-	A	A	X
11.	Lisa Gluz	A	A	A	A	A	A	-	A	A	A
12.	Heidi Jenkins	A	A	A	A	A	A	-	A	A	A
13.	Albana Lame Co-Chair	X	X	X	X	X	X	-	X	X	X
14.	Joanne Montgomery	A	X	X	A	X	A	-	X	X	X
15.	Daniel Pettit	-	-	-	-	-	-	-	A	A	A
16.	Richard Radocchia	X	X	A	X	A	A	-	A	X	X
17.	Christine Romanik Co-Chair	X	X	A	X	X	X	-	X	A	X
18.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	-	X	X	A
19.	Aaron Stuart	-	-	-	-	X	A	-	A	A	A
20.	Charlotte Teel	A	A	A	A	A	A	-	A	A	A
21.	Donald Winfrey	-	-	-	-	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:	26%	32%	21%	32%	45%	25%	-	29%	39%	43%

Guests: Tequetta Valeriano, Sara Burns, Nancy Kingwood, Clunie Figaro, Shakeia Graham, Lourdes Sanchez, Kartisha Hall, Yamesha Craig Smith, Elda Thomas, Kathyleen Pitner, Norma Marie Martinez,