

**Quality Improvement Committee
Meeting Summary
Fast Fact Page**

Meeting Date: Friday, November 7, 2008 scheduled from Noon to 2 p.m.
 Start Time: Noon
 End Time: 1:35 p.m.
 Location: Optimus Health Care, Bridgeport
 Presiding Chair: Charlotte Burch
 Recorder: Tracy Kulik, Planning Council Staff

SUMMARY OF COMMITTEE BUSINESS VOTES

- Minutes Approved: October 3, 2008
- Motion to Adjourn

COUNCIL MEMBER ASSIGNMENTS

- Consider composition of ‘Super-Pod’

STAFF MEMBER ASSIGNMENTS

- Prepare meeting minutes for 11/7/2008

ATTENDANCE RECORD - 2008

	Committee Members	01/18	3/28	4/18	5/2	6/6	8/8	9/5	10/3	11/7	12/5
1.	JOSE AQUINO		•					•		•	
2.	HENRY BETHEA			•		•				•	
3.	CHARLOTTE BURCH	•	•	•	•	•		•	•	•	
4.	RIC BROWNE	•	•		•	•	•	•	•	•	
5.	CHRISTINE ROMANIK	•	•	•		•		•	•	•	
6.	ADALINE DEMARRAIS	•	•	•						•	
7.	TOM KIDDER			•	•	•	•	•	•	•	
8.	ROBERT SIDELEAU	•	•	•	•	•	•	•	•	•	
	Other Attendees										
11.	THOMAS BUTCHER (RYAN WHITE OFFICE)	•	•	•	•	•	•	•	•	•	
12.	TRACY KULIK (PC STAFF)	•	•	•	•	•	•	•	•	•	
13.	PC Members & Public Participants	Jerod Geter (PC), Brian Datcher (Public), Mary Walton (CR); Jose Morales & William Medina (Provider-New Opportunities, Inc.)									

(1.0) MOMENT OF SILENCE

Co-Chair Charlotte Burch began the Committee meeting at 12 noon. A moment of silence was held in recognition of all who have been affected by HIV/AIDS.

(2.0) WELCOME AND INTRODUCTIONS

Charlotte reminded attendees that this is a public meeting and open to the press. Participants are asked to use good judgment disclosing any personal information during introductions.

(3.0) CO-CHAIR ANNOUNCEMENTS

Charlotte Burch reviewed the agenda and stated that the objective of the meeting is to review the ‘Super-Pod’ or Provider Work Group that will consist of representatives from the five (5) core services and to briefly discuss the Clinical Quality Improvement (CQI) components of the Comprehensive Strategic Plan. This is the first triennial period in which the Comprehensive Plan has required quality components.

(4.0) APPROVAL OF OCTOBER 3, 2008 MEETING SUMMARY

Charlotte Burch asked attendees to review the October 3, 2008 Committee Meeting Summary for accuracy and content. She stated that the purpose of reviewing the minutes is to determine their accuracy in reflecting the discussion that occurred at that meeting. Bob Sideleau moved to approve the 10/3/2008 meeting summary, seconded by Christine Romanik. Corrections were noted and a vote to approve passed (see Voting Record).

(5.0) NEW /OLD BUSINESS

a. REVIEW OF ‘SUPER-POD’ PROCESS

Charlotte Burch referred the committee to the ‘Super-Pod’ process attachment outlining the Charge, Process, Products and Timeframe for this Provider Work Group forum. The forum is scheduled to start in mid-November (November 18th) with ‘pre-meetings’ of two (2) groups—a Behavioral Health subset (Mental Health and Substance Abuse providers) and a Clinical Integration subset (Primary Medical Care, Medical Case Management and Oral Health). These ‘pre-sessions’ will refresh participants on the Standards of Care, review possible updates and result in a summary of issues facing those services in SoC compliance.

- b.** Following this ‘refresher’ to be completed by early December, a representative group of individuals from the five (5) core services will convene to process issues facing the New Haven TGA in excelling at HRSA: HIV/AIDS Bureau performance measures.

Discussion ensued about the area lagging behind the tremendous improvements shown over the past four years—specifically, Mental Health. The reasons that this service doesn’t evidence the improvement experienced by other services are multiple including, but not limited to:

- (1) Issues of provider supply despite high consumer/client demand
 - (2) Issues with consumers and clients being assessed and/or referred for service
- Issues of co-location of services, client disclosure or acceptance of the need for service and the role of all professionals in dealing with the root causes of risk and secondary HIV transmission are all part of an interdisciplinary dialogue required to address this issue.

Ideas on representative composition for the ‘Super-Pod’ to start by mid-December are listed below. Further thought will be given to representation.

SERVICE	NOMINEE	REGION
Medical Case Management	Ric Browne	2
	Lugie Pierre	3
Primary Medical Care	Dr. Villanueva	1
	Dr. Risk/ Dr. Barakat	2
Oral Health	Ardell Wilson/	State
	Carol Felder/	3
	Dr. Chan	1
Mental Health	Adaline DeMarrais	3
	Jerod Geter	3
	Willie Castillo	1
Substance Abuse	Brian Kuerze	1
	Jennifer Loschiavo	3

c. COMMENT ON CLINICAL QUALITY IMPROVEMENT SECTION OF COMPREHENSIVE PLAN

Review of the narrative on CQI included in the Comprehensive Plan and items requested by HRSA included use of quality data, health outcomes and integration of CQI with client-level data capability.

(5.0) ANNOUNCEMENTS

- Robert Sideleau announced that a “Red Ribbon Gala” would be held on Saturday, November 8, 2008 at the Westport Women’s Club on behalf of Mid Fairfield AIDS Project.
- Charlotte Burch announced that the next meeting will be held on December 5, 2008 at Hill Health Center.

(6.0) ADJOURNMENT

The meeting adjourned at 1:35 p.m., with a motion by Adaline DeMarrais, seconded by Robert Sideleau. The motion was approved (see Voting Record).

VOTING RECORD

	Committee Members	10/3/2008 Minutes	Motion to Adjourn
1.	JOSE AQUINO	AB	AB
2.	HENRY BETHEA	NP	NP
3.	CHARLOTTE BURCH	AB	AB
4.	RIC BROWNE	Y	Y
5.	CHRISTINE ROMANIK	Y	Y
6.	ADALINE DEMARRAIS	AB	AB
7.	TOM KIDDER	Y	Y
8.	ROBERT SIDELEAU	Y	Y

Y = yes; O = opposed; AB = abstention; NP = not present at time of vote; NV = no vote.