

Albana Lame, Co-Chair

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**Quality Improvement Meeting Minutes**

**Meeting Date:** Thursday, May 5, 2022  
**Start Time:** 12:00 pm  
**End Time:** 12:50 pm  
**Location:** Burroughs Community Center & Zoom Teleconference  
**Presiding Chair:** Albana Lame  
**Recorder:** Sara Seaburg

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**Summary of Committee Votes**

- Approval of Minutes from April 7, 2022, meetings

**Council Member Assignments**

- Attend Committee/Council meetings as outlined in the Council Bylaws

**(1.0) Moment of Silence**

Albana called the meeting to order at 12:00 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**

We are looking for a new co-chair of this committee.

**(4.0) Approval of April 7, 2022, Quality Improvement Committee Meeting Minutes**

Roberta Stewart made a motion to approve the meeting minutes from April 7, 2022, and Mitchell Namias seconded it.

**For: (4)** Ardila, Chaux, Radocchia, Stewart

**Against: (0)**

**Abstain: 2)** Lame, Namias

**(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 data requested by SPA to inform the PSRA process and/or needs Assessments**

Nothing to review at this time

- **Review EMA'S HIV Care Continua**

Staff presented the Care Continuum portion of the GY2022 grant application. There was a discussion that we may want to get more detail regarding the non-virally suppressed numbers.

- **Assist in the Assessment of the Efficiency of the Administrative Mechanism (AEAM)**

Staff presented the survey questions from last year that were used and some minor updates were made. We'll review this again in it's final form in June.

*Albana Lame, Co-Chair*

- **Review QM Reports from Recipient's Office**

Staff presented a sample of previous QM reports from past grant years and in June, they'll present the most current report along with a 5-year trending document.

**(6.0) Recipient's Office Report**

Tom Butcher gave the following report:

- They are working with Rhonda and the QM team to develop a more detailed plan for non-virally suppressed clients using the Zip Code study that was presented last month.
- All regions are having quarterly meeting to review their progress in all quality improvement projects.

**(7.0) Parking Lot Items**

None

**(8.0) Announcements**

**(9.0) Adjournment**

The meeting adjourned at 12:50 p.m.

**Quality Improvement Committee Attendance 2022**

	<b>Council Member</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>
1.	Inthiany Ardila	X	X	X	A	X					
2.	Gigi Chaux	X	X	X	X	X					
3.	Max Cisneros	A	A	A	A	A					
4.	Cassandra Cokley	A	A	A	A	A					
5.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	X	A					
6.	Brian Datcher	A	A	X	A	A					
7.	Armando Erba	A	A	A	A	A					
8.	Ken Flyte	A	A	A	A	A					
9.	Lisa Gluz	A	A	A	A	A					
10.	Robert James	A	A	A	A	A					
11.	<b>Albana Lame Co-Chair</b>	X	X	X	X	X					
12.	Ronald Montague	A	A	A	A	A					
13.	Joanne Montgomery	A	A	A	X	A					
14.	Mitchell Namias	A	A	A	A	X					
15.	Daniel Pettit	A	A	A	A	A					
16.	Richard Radocchia	X	X	X	A	X					
17.	Anthony Santella	A	A	A	A	A					
18.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X					
19.	Charlotte Teel	A	A	A	A	A					
	Ryan White Office	X	X	X	X	X					
	Planning Council Staff	X	X	X	X	X					
	% of Council present:	33%	33%	38%	24%	29%					

Guests: Jamelia Beckford, Karina Danvers