

*Anthony Santella, Co-Chair*

**Quality Improvement Meeting Minutes**

**Meeting Date:** Thursday, September 1, 2022  
**Start Time:** 11:15am  
**End Time:** 11:50am  
**Location:** Burroughs Community Center & Zoom Teleconference  
**Presiding Chair:** Roberta Stewart  
**Recorder:** Sara Seaburg

**Summary of Committee Votes**

- Approval of Minutes from June 9, 2022, meetings

**Council Member Assignments**

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

**(1.0) Moment of Silence**

Roberta called the meeting to order at 11:15am. 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 June 9, 2022, Quality Improvement Committee Meeting Minutes**

Mitchell Namias made a motion to approve the meeting minutes from June 9, 2022, and Gigi Chaux seconded it.

**For: (1)** Namias

**Against: (0)**

**Abstain: (5)** Bowens, Chaux, Olechowska, Radocchia, Stewart

**(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**

There was none at this time

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

Rhonda Stewart and her colleague Ronnie Andrews from Health Access LLC presented the Clinical Quality Management Plan for 2022.

- **Review and Update Service Standards**

Staff presented an overview of the Service Standards guidance released from HRSA in August. We will begin reviewing and updating all service standards next month.

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

Tom Butcher gave the following report:

- They're preparing for their monitoring process/site visits

**(7.0) Parking Lot Items**

None

**Announcements**

There were none

**(8.0) Adjournment**

The meeting adjourned at 11:50am

**Quality Improvement Committee Attendance 2022**

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	A	X	X	-	A		
2.	Samuel Bowens	-	-	-	-	-	A	-	X		
3.	Gigi Chaux	X	X	X	X	X	A	-	X		
4.	Max Cisneros	A	A	A	A	A	A	-	A		
5.	Cassandra Cokley	A	A	A	A	A	A	-	A		
6.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	X	A	X	-	A		
7.	Karina Danvers	-	-	-	-	-	A	-	A		
8.	Brian Datcher	A	A	X	A	A	A	-	A		
9.	Armando Erba	A	A	A	A	A	A	-	A		
10.	Ken Flyte	A	A	A	A	A	A	-	A		
11.	Lisa Gluz	A	A	A	A	A	A	-	A		
12.	Robert James	A	A	A	A	A	A	-	A		
13.	Ronald Montague	A	A	A	A	A	A	-	A		
14.	Joanne Montgomery	A	A	A	X	A	A	-	A		
15.	Mitchell Namias	A	A	A	A	X	X	-	X		
16.	Katarzyna Olechowska	-	-	-	-	-	X	-	X		
17.	Richard Radocchia	X	X	X	A	X	A	-	X		
18.	Anthony Santella	A	A	A	A	A	A	-	A		
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	A	-	X		
	Ryan White Office	X	X	X	X	X	X	-	X		
	Planning Council Staff	X	X	X	X	X	X	-	X		
	% of Council present:	33%	33%	38%	24%	29%	23%	-	32%		

Guests: Dan Hulton, Jean Brown, Kathy Jennings