

Albana Lame, Co-Chair

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**Quality Improvement Meeting Minutes**

**Meeting Date:** Thursday, June 9, 2022  
**Start Time:** 11:50 pm  
**End Time:** 1:00 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 May 5, 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 11:50 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 May 5, 2022, Quality Improvement Committee Meeting Minutes**

Mitchell Namias made a motion to approve the meeting minutes from May 5, 2022, and Chris Cole seconded it.

**For: (3)** Ardila, Namias, Stewart

**Against: (0)**

**Abstain: (2)** Cole, Lame

**(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**

We reviewed this last month.

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

We reviewed this last month and the committee approved the questions.

*Albana Lame, Co-Chair*

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- **Review 2021 Quality Assurance Site Visit Results**

Staff presented the site visit results as a 5-year trending document for all service categories and with only a couple of exceptions, the results were very good.

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

Tom Butcher gave the following report:

- We received our final award and the amount was \$244,456 higher than last year's. They will work on updating contracts to include the higher amount.
- The CQM department is working on regional plans and reviewing them to make sure they align with HRSA's guidelines.
- They are currently working on the EMA work plan as well.
- They are responding to a CQM finding regarding populations of focus and are developing a response.

**(7.0) Parking Lot Items**

None

**Announcements**

There were none

**(8.0) Adjournment**

The meeting adjourned at 1:00 p.m.

*Albana Lame, Co-Chair*

**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				
2.	Samuel Bowens	-	-	-	-	-	A				
3.	Gigi Chaux	X	X	X	X	X	A				
4.	Max Cisneros	A	A	A	A	A	A				
5.	Cassandra Cokley	A	A	A	A	A	A				
6.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	X	A	X				
7.	Karina Danvers	-	-	-	-	-	A				
8.	Brian Datcher	A	A	X	A	A	A				
9.	Armando Erba	A	A	A	A	A	A				
10.	Ken Flyte	A	A	A	A	A	A				
11.	Lisa Gluz	A	A	A	A	A	A				
12.	Robert James	A	A	A	A	A	A				
13.	<b>Albana Lame Co-Chair</b>	X	X	X	X	X	X				
14.	Ronald Montague	A	A	A	A	A	A				
15.	Joanne Montgomery	A	A	A	X	A	A				
16.	Mitchell Namias	A	A	A	A	X	X				
17.	Katarzyna Olechowska	-	-	-	-	-	X				
18.	Richard Radocchia	X	X	X	A	X	A				
19.	Benjamin Saldana	-	-	-	-	-	A				
20.	Anthony Santella	A	A	A	A	A	A				
21.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	A				
22.	Charlotte Teel	A	A	A	A	A	A				
	Ryan White Office	X	X	X	X	X	X				
	Planning Council Staff	X	X	X	X	X	X				
	% of Council present:	33%	33%	38%	24%	29%	23%				

Guests: Jamelia Beckford, Tequetta, Valeriano, Jean Brown