

Ryan White EMA Planning Council

New Haven and Fairfield Counties



Brian Datcher, Co-Chair

Quality Improvement Meeting Minutes

Meeting Date: Thursday, October 3, 2013
Start Time: 12:13 pm
End Time: 2:00 pm
Location: Burrough's Community Center
Presiding Chair: Brian Datcher
Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes from the September 5, 2013 meetings

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws
- Provide ideas for 2013 PCAT for the Quality Improvement Committee

Staff Member Assignments

(1.0) Moment of Silence

Brian Datcher called the meeting to order at 12:13pm. 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

- Regarding the Government Shutdown, the Ryan White Program is an exempt program and should not be affected.
- Our project officer Sera Morgan from HRSA has been furloughed.

(4.0) Approval of September 5, 2013 QI Meeting Minutes

A motion to approve the minutes from September 5, 2013 was made by Bob Sideleau and seconded by Brian Kuerze

For: (2) Stewart, Sideleau

Against:

Abstain: (3) Kuerze, Lee, Datcher

(5.0) New Business/Old Business

1. Review 2013 PCAT

The committee reviewed the QI Planning Council Activity Timeline and determined that everything was on track and actually ahead of schedule.



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2. Detailed discussion of 2013 QI Site Visit findings

Tracy presented a PowerPoint presentation with all the findings from the 2013 QI site visits which include trending HIV/AIDS Bureau performance measures, standard of care compliance by service category and national HIV/AIDS strategy goal progress. A summary of findings was also included. Much of this data presented was used in the grant application for FY2014. When the EIS Pod was discussed in the presentation, it was determined that consumer feedback regarding the EIS process is an integral part of the success of EIS as a whole. The EIS pod needs to start in November and end by February 28, 2014. Discussion took place regarding who from each region would be asked to attend and other volunteers have already come forward. The committee is hoping this could start late October. Southwest Community Center has offered to host these sessions.

3. New Co-Chair Needed

We have two people interested in filling this position, there will be further discussion regarding this since one individual has the potential of being brand new to serving on the Planning Council.

4. Parking Lot Issues

- When there is a referral done to see a doctor – it could take months to get to see a doctor, this turn-a-round needs to take place within days. There is a tiered care system that is coming to be. This discussion would take place under Standards of Care. This was discussed in detail by members who have had this experience. It was decided that the Grantee will call the medical providers and let them know that when there is a referral by EIS, there is an expectation that a patient needs to get seen by a medical practitioner within (5) business days and also, we're moving to a test and treat model of care.

(5.0) Announcements

There were no announcements

(7.0) Adjournment

The meeting adjourned at 2:00 pm

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Quality Improvement Committee Attendance

	Planning Council Member	Jan	Feb	Mar	Apr	May	July	Aug	Sept	Oct	Nov
1.	Ric Browne	X			X	X		X	X	A	
2.	Brian Datcher Co-Chair	A			A	X		A	X	X	
3.	Heather Garofalo	-			A	A		A	A	A	
4.	Heidi Jenkins	A			A	A		A	A	A	
5.	Tom Kidder	X			X	X		A	X	A	
6.	Brian Kuerze	A			A	X		X	A	X	
7.	<i>Beverly Leach PC Co-Chair</i>	A			A	A		A	A	A	
8.	Ronald Lee	A			A	A		A	A	X	
9.	Caesar Moffett, Jr.	A			A	A		A	A	A	
10.	Joanne Montgomery	A			A	A		A	A	A	
11.	Alex Ortiz	A			A	A		A	A	A	
12.	Christine Romanik	X			X	X		X	X	A	
13.	Poonam Sharma	-			-	A		A	A	A	
14.	Robert Sideleau	A			A	X		A	X	X	
15.	<i>Roberta Stewart PC Co-Chair</i>	A			A	A		A	X	X	
16.	Dennis Torres	X			A	A		A	A	A	
17.	Ryan White Office	X			X	X		A	X	X	
18.	Planning Council Staff	X			X	X		X	X	X	
	% of Council present:	30%			20%	44%		22%	38%	31%	

Guests: Lauren Tierney, Arvil Alcea