

Joanne Montgomery, Mitchell Namias & Anthony Santella, Co-Chairs

Quality Improvement Strategic Planning & Assessment Committee Meeting Minutes

Meeting Date: Thursday, May 4, 2023
Start Time: 9:30am
End Time: 11:59am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Anthony Santella
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval from the April 6, 2023 Meeting Minutes

Council Member Assignments

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

Staff Member Assignments

(1.0) Moment of Silence

Mitchell called the meeting to order at 9:30 am. 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

There were none

(4.0) Approval of April 6, 2023 Meeting Minutes

Roberta Stewart made a motion to approve the Quality Improvement Strategic Planning & Assessment meeting minutes from April 6, 2023 and Chris Cole seconded it.

For: (9) Ardila, Chaux, Datcher, Namias, Radocchia, Santella, Spencer

Against: (0)

Abstain: (0)

(4.0) New Business/Old Business

- **Review the Quality Improvement/Strategic Planning and Assessment Planning Council Activity Timeline**

The Committee reviewed the Planning Council Activity Timeline and determined that everything was on track.

- **Review Integrated Comprehensive Plan**

This is being put on hold until further feedback is received from HRSA and CDC.

- **Identify Datasets/needs for PSRA and coordinate with other committees to facilitate the exchange of information.**

We discussed the data that we have requested from CT DPH and were told we'd have this by our May meeting and we still haven't received it yet. Anthony is going to reach out again and

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ask about when we can expect that data. We also discussed the needs assessment survey to prioritize all service categories, not just the ones that our EMA funds. Throughout this process it was determined that staff will reach out to all regions and schedule a consumer/MCM forum to discuss all services provided by Ryan White. Each consumer will receive a \$10 gift card to either Walmart or Dunkin. Regions will meet in person and staff will facilitate each forum remotely using Zoom. Staff will work with Anthony in developing a guide to use during the forum.

Andy McCracken presented the finalized results from the Women of Child Bearing Age data and after consideration, it was determined that we will not use this as a dataset. We also decided that the service utilization data will not be used as a dataset either. Staff will reach out to Arvil and get the Unit of Service for each service to show next month.

We also discussed the methodology during the resource allocation process as it relates to either increasing or decreasing the various percentages in order to arrive at the maximum ask allowed by HRSA. We will continue to discuss this next month and finalize this process before the GY2024 PSRA process.

We added an item to the parking lot – Evaluate the effectiveness of the intensive medical case management service.

- **Clinical Quality Management Update**

Ronnie Andrews from Health Access gave an update on the latest CQM activities in our EMA.

(5.0) Announcements

There were none.

(6.0) Adjournment

The meeting adjourned at 11:59 am

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Quality Improvement/Strategic Planning and Assessment Committee Attendance Record – 2023

	Council Member	Jan	Feb	Mar	April	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	X	X					
2.	Samuel Bowens	A	A	A	A	A					
3.	Gigi Chaux	A	A	X	X	X					
4.	<i>Chris Cole PC Co-Chair</i>	A	X	X	A	X					
5.	Wallace Daniels			A	A	A					
6.	Brian Datcher	X	X	X	X	X					
7.	Kimberly Fair				A	A					
8.	Kisha Gainer				A	A					
9.	Gloria McNeil				A	A					
10.	Joanne Montgomery, Co-Chair	X	X	A	X	A					
11.	Mitchell Namias, Co-Chair	X	X	X	X	X					
12.	Richard Radocchia	X	A	X	X	X					
13.	Carmella Ricciardelli			A	A	A					
14.	Anthony Santella, Co-Chair	X	X	X	X	X					
15.	Carolyn Spencer	X	X	X	X	X					
16.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X					
17.	Tracey Webster				A	A					
18.	Lisa Weeks				A	A					
	Ryan White Office	X	X	X	X	X					
	Planning Council Staff	X	X	X	X	X					
	% of Council present:	75%	75%	65%	50%	50%					

Guests: Jamelia Beckford, Kathy Jennings, Jean Brown, Nida Butt