



QI Committee Meeting Minutes

Meeting Date: Friday, February 02, 2023
Start Time: 11:10 am
End Time: 11:30 am
Location: Burroughs Community Center & Zoom Teleconference
Presiding Chair: Anthony Santella
Recorder: Cliff Barnett

Summary of Committee Business Votes

- Approval of Minutes from the January 5, 2023, meeting events

(1.0) Moment of Silence

Anthony called the meeting to order at 11:10am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

There was no need for introduction as everyone carried over from SPA

(3.0) Co-Chair Announcements

- No announcements from the chair

(4.0) Approval of January 13, 2022, Meeting Minutes

There was a motion to approve the meeting minutes from January 5, 2022. Motion made by Rich and seconded by Chris. Motion carried.

For: (ALL)

Opposed: (0)

Abstain: (0)

(5.0) New/Old Business

- **Review Strategic Planning and Assessment Committee and Quality Improvement Committee Activity Timeline**

Reviewed the PCAT to ensure that the committee was on track. Discussed at length at the last meeting.

- **Review Data Requested by SPA to Inform the PSRA Process and/or Needs Assessments**

We received the data and discussed internally with CR staff. It was discussed to have a more data analytically assessment. We currently have a data set of 700+ women of color and demographics. If we add virally suppressed and non-virally suppressed to the data sets, you can see care patterns in the cohort. Then you can look at what services are they assessing?

Andy Mccracken: Looking at demographic profiles. Looking at the people who will be more likely and less likely to be virally suppressed. This information can be cross walked into the PSRA process. You can prioritize the services higher based off the data analysis. The work must be approved by the committee before it would begin. We can then give monthly updates at future SPA meetings. The committee may still want to do a survey. There will be space to dig further in to the data. They could do structured interviews. Start with Andy's proposal to guide the qualitative data and guide what questions need to be asked more interactively. It may be a good idea to more engage the planning council in the process.

Anthony Santella, Co-Chair

- **Review QM Reports from the Recipients Office**

- Review 5-year trending documents. CR will do an aggregate of the EMA on a trending document.
- CR will do a 5-year trending document on quality on the service standards without and universal or fiscal data in it. Ex. Here is our AOHS performance measures, and here's how we did.
- A power point presentation for the PC.
- Ensure the PC is consistent with how they look at data.

- **Review Annual Quality Improvement Plan for 2023**

- There were brief updates on the Quality Improvement Plan
- The reviewed the FY2022 CQM Plan. It should not change much in 2023. Some of the performance measures may change.
- Oral Health quality improvement program progress will carry over into the new year.
- Final plans should be ready by March

- **Review Scope of Work for Next Year**

This is carried over from the previous SPA meeting

The two committees have been combined. The things done in both committees were combined into one big one. There was some discussion on the times the meetings will be held. There was discussion about the times of the meetings and keeping everyone focused. Executive committee will make the decisions regarding co-chair positions.

It was noted that this was a major part of the meeting thus it would not be discussed in the next meeting. It was decided that both meetings had been merged.

Motion to approve the PCAT as amended. Motion made by Gigi and seconded by Rich. Motion carried.

For: (ALL)

Opposed: (0)

Abstain: (0)

(7.0) Parking Lot Items

None

(7.0) Announcements

None

(8.0) Adjournment – 11:30 am

March Planning Council Meetings:

- Strategic Planning & Assessment Committee & Quality Improvement Committee - Thursday, March 2nd, 9:30am – 12:30pm
- Executive Committee - Friday, March 10th, 9:30am – 10:30am
- Membership/Finance Committee - Friday, March 10th, 10:30am – 11:30am
- Planning Council – Friday, March 10th, 12:00pm – 2:00pm

Anthony Santella, Co-Chair

Quality Improvement Committee Attendance 2023

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X								
2.	Samuel Bowens	X									
3.	Gigi Chaux	X	X								
4.	<i>Christopher Cole PC Co-Chair</i>	A	X								
5.	Brian Datcher	A									
6.	Ken Flyte	A									
7.	Joanne Montgomery	A	X								
8.	Mitchell Namias	A	X								
9.	Katarzyna Olechowska	A									
10.	Richard Radocchia	X	X								
11.	Anthony Santella co-chair	A	X								
12.	Carolyn Spencer	X	X								
13.	<i>Roberta Stewart PC Co-Chair</i>	X	X								
	Ryan White Office	X	X								
	Planning Council Staff	X	X								
	% of Council present:	46%									

Planning Council Guests: Andrew Mccracken, Jeff Daniel, Rhonda Andrew, Sophia Spivey, Jean Brown , Nitsa Agosto