METROPOLITAN ATLANTA HIV HEALTH SERVICES PLANNING COUNCIL Quality Management Committee

Grady IDP 341 Ponce De Leon Ave Atlanta GA March 1, 2018 10am-12pm Minutes

Members	Members
Nicole Roebuck(Chair) AID Atlanta (P)	Sanjay Sharma Grady IDP (P)
Trevor Pearson(Co-Chair) Consumer Caucus (A)	Rachel Powell (P)
Latonya Wilkerson (D) AID Atlanta(P)	Suzette Thedford(D), DeKalb BOH (P)
Sharon Kricun (D) Positive Impact (A)	Toni Monroe (D) Here's to Life (P)
Zina Age (D)/Francis Adams ANIZ (P)	Ada Figueroa(D) Clarke County (P)
Stefanie Sparks/ (D) AIDS Legal Project (P)	Evan Pitts(D) NAESM (A)
Sonya Wilson (D) Cobb BOH (P)	Deb Bauer (D) RW Office Part D (A)
Jane Holik/Nordia Edwards (D) Emory Midtown (P)	Melissa Beaupierre Grady IDP (P)
Stacey Coachman/Reggie Goddard (D) Fulton BOH (P)	Lisa Roland-Grady IDP (A)
Laura Carter Williams/Lisa Roland (D) Grady IDP (P)	Alphonso Mills(A)
Kayla Anderson/Shelby Utter (D) Open Hand (P)	Adron Shepard(D)/ Recovery Consultants (A)
Heather Wademan (D) Positive Impact (P)	Vacant, GA AETC (Morehouse)
Abigail Hicks (Mercy Care) (P)	Stephen Molldrem, Community member (A)
Hawa Kone/Dr. Somo Hubbard (D) Clayton BOH (P)	Vivian Momah, GPACC (A)
Tiffany Roan/Jennifer Pearson(D) AHF (P)	Farzana Badrum-RW Planning Council (A)
Rachel See/Christine Ikeazor (D) Southside Med. Ctr (P)	Sandra Metcalf(A)-DPH Part B
Bridget Harris Ryan White Office Part A (A)	Barry Sermons (A)
Sandra Vincent RW Part A Planning Council (A)	Jonathan Perry (A)
Jocelyn McKenzie - RW Office Part A (P)	Katrina Barnes (P)
Pamela Phillips RW Office Part B (A)	Brandon Pruitt-Community (A)
Amber McQueen RW Planning Council (A)	Jenetter Richburg-AID Atlanta (P)
Spencer B. Webb COA HOPWA (A)	Reggie Dunbar-Consumer Caucus (P)

Absent (A) Present (P) Designee (D)

QUORUM:

{*The presence of (3) active members of the Committee, Caucus, or Task Force shall constitute a quorum*}

Yes x No

L TO ODDED.

CALL TO ORDER: Meeting was called to order at 10:00am

AGENDA ITEM # _1 ____ AGENDA ITEM: Welcome and Introductions



{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

New attendees/guests/members included: Toni Monroe-Program Clinician-Here's To Life	Old Business
	New Business
Motion: {If agenda item does not require a motion, indicate by noting	"N/A"}N/A
Action to be taken: N/A	

AGENDA ITEM # 2 APPROVAL OF AGENDA:

Chair forgot to send copy of agenda to the committee. Committee derived the agenda based on the items to be addressed from the August minutes.

Motion:

Agenda was presented and accepted.

Motioned By: Latonya Morrissette	Motion Passes	Motion Fails
Seconded By: Sonya Wilson	YES	

AGENDA ITEM #3 APPROVAL OF MINUTES:

Meeting Date: <i>February 1, 2018</i> Motion made to accept the minutes as presented.		
Motioned By: Laura Carter Williams	Motion	Motion Fails
Seconded By: Stacey Coachman		
	YES	

AGENDA ITEM # 4 AGENDA ITEM: <u>Quality Management Overview</u>

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

Jocelyn McKenzie, Quality Coordinator at the RW Part A recipient's office	Old
provided an overview of the quality management program, agency	Business
responsibilities, and QM 2017 activities, etc. Copy of the QM Overview	X



presenta	tion will be mai	led out to committee members.			ew usiness
Motion: N/A	{If agenda iten	1 does not require a motion, indic	ate by noting "N/A"}		
Action to	o be taken:N/A				
# of Votes For:	# of Votes Against:	Motioned By:		tion ses	Motion Fails

AGENDA ITEM # 5 AGENDA ITEM: <u>2018 Workplan Review {Insert Agenda Number</u> and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

GOAL 1A: Review and update EMA QM Plan on an annual basis. Progress	Old
update: EMA QM Plan is on target to be reviewed and updated by June 2018.	Business
GOAL 2A: Develop and review standards of care for funded services as needed	
and required. QM Committee reviewed the OAHS standards of care. Very minor	
edits were made. Major edit to add "Documentation of referral and linkage efforts"	
under the Measure for Section VII.K., VII.L., and VIII.C. to ensure that there is	
documentation of referrals and attempts to ensure linkage to the referral resource	
actually occurred. QM Committee also reviewed and began to make updates to the	
Atlanta EMA screening tool which was last updated in 2014. Final edits will be	
completed at the April meeting, including edits to the Tool's Instructions guide.	
Referrals to Health care/Support services will be reviewed at April meeting.	
GOAL 2B. Monitor EMA compliance with standards of HIV related care.	
Overall results and report for the EMA regarding compliance with standards will be	
available in April 2018.	
GOAL 3A: Develop, review and update performance measures for funded	
priority categories. QM committee prioritized which performance measures will be	
tracked in 2018-19, and also set the benchmarks for those measures based on progress	New
in 2017-18 thus far. Discussion was to ensure that benchmarks are more realistic to	Business
achieve. GOAL MET 2-1-18.	X
GOAL 3B. Monitor progress of EMA's performance on performance measures.	
The next quarterly progress update will be presented in April 2018 to cover 4 th qtr	
time period and year end.	



GOAL 4A. Establish & Implement EMA Wide Quality Improvement initiatives. QI Bootcamp training for agencies was held on February 12-13th and focused on the Linkage to Care Project. Agencies worked on their plans to improve Linkage to Care rates at their respective sites using QI tools. Jocelyn McKenzie will be following up with individual agencies about their progress. Progress will be reported throughout the year. Update on other projects also forthcoming in the April Qtly update report from the recipient's office.

GOAL 4B. Ensure that QM trainings are offered to agencies and consumers in the EMA.

RW Part A Office offered two trainings in February 2018. February 12-13th the Quality Improvement Bootcamp(Focus on Linkage) and February 26th Non Medical Case management trainings were held as planned. Recipient has received positive feedback regarding both trainings. Agencies can continue to submit to their project officers, suggestions for training needs.

GOAL 5A. Engage other HIV funded programs in Quality Management planning and Improvement Initiatives.

QM Chair is a member of the Georgia Prevention and Care Council (GPACC) and attended the February 22-23rd meetings. Chair will reach out to Jamila Ealey at the state regarding attending the QM committee meetings to share their progress on quality improvements in State funded prevention programs. Plan is still to also invite other prevention agencies to share quality improvement initiatives occurring across the EMA.

GOAL 5B. Promote the coordination of prevention and care quality

improvement activities. RW Planning Council Committee Chairs and Co-Chairs met on January 26th to discuss the goals and objectives of the Integrated Plan to ensure all parties were aware of the plan, the specific goals, and specific committee responsibilities. The next steps will be to bring together all prevention and care bodies to discuss the joint implementation, reporting activities, information sharing between bodies, etc. They also had a call with HRSA and the CDC with the State Part B program (Fulton JPGG is no longer in place) to discuss collaborative plans going forward.

Motion: {If agenda item does not require a motion, indicate by noting "N/A"} N/A

Action to be taken:N/A

# of Voter		Motioned By:	Motion	Motion
Votes For:	Against:	Seconded By:	Passes	Fails



AGENDA ITEM # 6 AGENDA ITEM: Integrated Plan Update

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

RW Planning Council Committee Chairs and Co-Chairs met on January 26th to
discuss the goals and objectives of the Integrated Plan to ensure all parties were
aware of the plan, the specific goals, and specific committee responsibilities.
The next steps will be to bring together all prevention and care bodies to discuss
the joint implementation, reporting activities, information sharing between
bodies, etc. They also had a call with HRSA and the CDC with the State Part B
program(Fulton JPGG is no longer in place) to discuss collaboration plans goingOld
Business
X

Motion: {If agenda item does not require a motion, indicate by noting "N/A"} N/A

Action to be taken:N/A

# of Votes		Motioned By:	Motion Passes	Motion Fails
For:	Against:	Seconded By:		

AGENDA ITEM #7 AGENDA ITEM: Consumer Caucus Update

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

		eussion: Consumer Caucus met last version: Consumer Caucus met last version of meetir		Old Busin	ness
received	by the attendee	entation about Oral Health Care (wh s). Consumer caucus is also welcom ngs (to share agency information, upo	ing any organization	New Busi	
	{If agenda iten be taken:	1 does not require a motion, indicate	e by noting "N/A"}N/A	Ą	
# of Votes	# of Votes Against:	Motioned By: N/A	Moti Pass	0-900 0 00 FTT 121	Motion Fails
For:	Agailist.	Seconded By:			

	Seconded By:	
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AGENDA ITEM #8 AGENDA ITEM: **OM Part A Update**

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}



Updates	provided during	g discussions of workplan		X N	ld usiness ew usiness
Motion: N/A	{If agenda iten	a does not require a motion, indica	te by noting "N/A";	2	
Action to	o be taken:N/A				
# of Votes	# of Votes Against:	Motioned By:		otion	Motion Fails
For:	riguilist.	Seconded By:	Ê		

AGENDA ITEM #9 AGENDA ITEM: Part B updates

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

Brief Su	mmary of Dis	eussion: Part B staff were not presen	t.	
			В	ew usiness
Sector of Manual Providence		1 does not require a motion, indicate	e by noting "N/A"} N/A	
Action to	o be taken:			- 24
# of Votes For:	# of Votes Against:	Motioned By:N/A	Motion Passes	Motion Fails
		Seconded By:		

AGENDA ITEM #10 AGENDA ITEM: Part D updates

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

Brief Summary of Discussion: Committee ran over time, and did not have time to discuss as planned.	Old Business
	New Business
Motion: {If agenda item does not require a motion, indicate by noting "N/A"}N	/A
Action to be taken:	



# of# of VotesVotesAgainst:For:	Motioned By: N/A	Motion Motion	
	Against:	Seconded By:	Passes Fails
		Seconded By:	

WORKPLAN UPDATE: See attached NEXT MEETING DATE/TIME: Thursday April 5, 2018 at <u>10am-12pm</u> NEXT MEETING LOCATION: <u>Grady IDP P40</u>

Attested by:	APPROVED	<pre>(Chair's Signature)</pre>
Minutes Approva	I Date:)
	DY precel Right /	
	1 /9	

Time Meeting Adjourned: 12:00 PM



RW Part A Quality Management Committee Calendar of Meetings 2018

January 4, 2018	
February 1, 2018	
March 1, 2018	
April 5, 2018	
May 3, 2018	
June 7, 2018	
July 12, 2018 (time change in the afterno exact time to be announced)	oon,
August 2, 2018	
September 6, 2018	
October 4, 2018	
November 1, 2018	
December 6, 2018	

Schedule for Standards Review

Meeting Month	Standards Reviewed	
February 1, 2018	Psychosocial	
March 1, 2018	OAHS & EMA Screening Tool revision	
April 5, 2018	Health Care Referrals and SS Services & finalization of EMA screening tool revision	
May 3, 2018	Mental Health/Substance Use	
June 7, 2018	Other Professional Services, Medical Transportation, Linguistic, Childcare	
July 12, 2018	Medical CM and Non-Medical CM	
August 2, 2018	Nutrition, Food Bank and Oral Health	