

METROPOLITAN ATLANTA HIV HEALTH SERVICES PLANNING COUNCIL

Quality Management Committee

Grady IDP

341 Ponce De Leon Ave Atlanta GA

August 3, 2017

10am-12pm

Minutes

Members	Members
Nicole Roebuck(Chair) AID Atlanta (P)	Spencer B. Webb COA HOPWA (A)
Trevor Pearson(Co Chair) Consumer Caucus (P)	Sanjay Sharma Grady IDP (P)
Latonya Wilkerson (D) AID Atlanta(P)	Suzette Thedford(D), DeKalb BOH (P)
Sharon Kricun (D) Positive Impact (A)	Michael Banner(D) Here's to Life (P)
Zina Age (D)/Francis Adams ANIZ (P)	Ada Figueroa (D) Clarke County (A)
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 (P)
Nordia Edwards/Breggie James (D) Emory Midtown (P)	Melissa Beaupierre Grady IDP (P)
Stacey Coachman (D) Fulton BOH (P)	Lisa Roland-Grady IDP (P)
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)	Sean McIntosh, GA AETC (Morehouse) (P)
Abigail Hicks (Mercy Care) (P)	Stephen Mollidrem, Community member (P)
Jasminda Johnson (D) Clayton County BOH (P)	Vivian Momah, GPACC (A)
Tiffany Roan(D) AHF (P)	Sandra Metcalf, DPG Part B (A)
Bridget Harris Ryan White Office Part A (A)	Joshua Stovall (A)
Sandra Vincent RW Part A Planning Council (P)	Sharon Lezama (A)
Jocelyn McKenzie –RW Office Part A (P)	Eric Parker (A)
Pamela Phillips RW Office Part B (P)	Barry Sermons (A)
Chanel Scott Dixon Grady IDP (P)	Jonathan Perry (P)
Amber McQueen RW Planning Council (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 No

CALL TO ORDER:

Meeting was called to order at 10:05 am.

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 members/guest joining us were: Jasminda Johnson (Nurse) at Clayton County BOH Shelby Utter (Dietitian) at Open Hand sitting in on behalf of Kayla Anderson Chanel Scott Dixon (Supervisor Case management) Grady IDP QM Committee also introduced themselves.	Old Business
	New Business
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}N/A</i>	
<i>Action to be taken:N/A</i>	

AGENDA ITEM # 2 APPROVAL OF AGENDA:

See attached copy

<i>Motion:</i> Agenda was approved as presented
--

Motioned By: Stacey Coachman	Motion Passes YES	Motion Fails
Seconded By: Deb Bauer		

AGENDA ITEM # 3 APPROVAL OF MINUTES:

Meeting Date: <i>July 6, 2017</i> Motion made to accept the July 6, 2017 minutes with the following corrections: Attendees: Shelby Utter from Project Open Hand was present Suzette Thedford from Dekalb was present Francis Adams from Aniz was present Nordia Edwards from Emory was present Change pg 3 from PSN 16-02 to PCN 16-02		
Motioned By: Sonya Wilson	Motion Passes YES	Motion Fails
Seconded By: Tonya Wilkerson		

AGENDA ITEM # 4 AGENDA ITEM: 2017 Workplan Review

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

<p>GOAL 1A: Review and update EMA QM Plan on an annual basis. Progress update: QM Plan was updated and reviewed at July 2017 meeting. Complete!</p>				Old Business X
<p>GOAL2A: Develop and review standards of care for funded services as needed and required. Completed the Standards review and approval of category: <i>Mental Health</i>. QM Committee was slated to complete the Substance Use review as well however committee ran out of time. SU Standards will be reviewed in September instead.</p>				New Business S
<p>GOAL 2B. Monitor EMA compliance with standards of HIV related care. QM Coordinator J. McKenzie indicated that the RW office is instating a new monitoring process combining the administrative, chart reviews, QM reviews in the site visit.</p>				
<p>GOAL 3A: Develop, review and update performance measures for funded priority categories. Performance measures were established and updated.</p>				
<p>GOAL 3B. Monitor progress of EMA's performance on performance measures. The RW Part A QM Team provided updates at the July 2017 meeting. Next Qtly review will be in October 2017.</p>				
<p>GOAL 4A. Establish EMA Wide Quality Improvement initiatives. QI initiatives were established and are being implemented.</p>				
<p>GOAL 4B. Promote and implement EMA Wide Quality Improvement initiatives. CW QI Project updates: Jocelyn McKenzie, QM Coordinator of the RW A program has a few more agencies to interview about their linkage to care process and the wait time for 1st appointment. She will also be surveying clients for their feedback about appointment wait time as well. Once she gathers the information and provides to the QM Committee, we will then establish next steps or recommendations for improving the linkage to care time.</p>				
<p>GOAL 4C. Ensure that QM trainings are offered to agencies and consumers in the EMA.</p> <p>In the July QM Committee meeting there was a recommendation to request training for Patient Navigators in the EMA. The request was forwarded to the RW Office, however there was some question about whether it is within their purview to provide special training for this position vs any other type of RW funded positions that provide any funded service. Sean McIntosh of the GA AETC indicated that they could definitely be a resource for this type of training. S.Vincent, QM Chair & Co Chair, and Sean McIntosh will follow up to meet to discuss options and to make a formal request for this training through the AETC.</p>				
<p>GOAL 5A. Engage other HIV funded programs in Quality Management planning and Improvement Initiatives. No further updates</p>				
<p>GOAL 5B. Promote the coordination of prevention and care quality improvement activities. Ongoing</p>				
<p><i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}</i> N/A</p>				
<p><i>Action to be taken:N/A</i></p>				
# of Votes For:	# of Votes Against:	Motioned By: Seconded By:	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>

AGENDA ITEM # 5 AGENDA ITEM: Consumer Caucus/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}}

QM Committee ran out of time for meeting. Consumer Caucus liaison will provide an update at the September 2017 meeting about Consumer Caucus activities/issues related to quality of care. This will be the same for the Integrated Plan updates that may impact QM activities.				Old Business X	
				New Business	
<i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}</i> N/A					
<i>Action to be taken:N/A</i>					
# of Votes For:	# of Votes Against:	Motioned By:		Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:			

AGENDA ITEM # 6 AGENDA ITEM: QM 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}}

QM Committee ran out of time, Part A updates could not be provided as a result. Will update at September 2017 meeting.				Old Business X	
				New Business	
<i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}</i> N/A					
<i>Action to be taken:N/A</i>					
# of Votes For:	# of Votes Against:	Motioned By:		Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:			

AGENDA ITEM #7 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 Summary of Discussion: 1. QM Committee ran out of time, Part B updates could not be provided as a result. Will update at September 2017 meeting.			Old Business	
			New Business	
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}N/A</i>				
<i>Action to be taken:</i>				
# of Votes For:	# of Votes Against:	Motioned By:N/A	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		

AGENDA ITEM #8 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: 1. QM Committee ran out of time, Part D updates could not be provided as a result. Will update at September 2017 meeting.			Old Business	
			New Business	
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}N/A</i>				
<i>Action to be taken:</i>				
# of Votes For:	# of Votes Against:	Motioned By:N/A	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		
		Seconded By:		

WORKPLAN UPDATE: {Cut and paste segments from your Committee Workplan and provide updates in the "Progress to Date" column.}

SEE ATTACHED WORKPLAN UPDATE

NEXT MEETING DATE: September 7, 2017
NEXT MEETING TIME: 10am-12pm
NEXT MEETING LOCATION: Grady IDP P40
Time Meeting Adjourned: 12:00 PM

Attested by: Nicole Phelps {Chair's Signature}
 Minutes Approval Date: September 7, 2017

