

METROPOLITAN ATLANTA HIV HEALTH SERVICES PLANNING COUNCIL
Quality Management Committee
Grady IDP
341 Ponce De Leon Ave Atlanta GA
February 1, 2018
10am-12pm
Minutes

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

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 10:00am



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: Dr. Somo Hubbard: Clayton County BOH(Registered Nurse) Fatima Stout-Disease Intervention Specialist with Fulton Health Department Jane Holik-Nurse & QM Coordinator for the Emory Midtown Clinic	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:

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.

<i>Motion:</i> Agenda was presented and accepted.
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Motioned By: Laura Carter Williams	Motion Passes YES	Motion Fails
Seconded By: Deb Bauer		

AGENDA ITEM # 3 APPROVAL OF MINUTES:

Meeting Date: <i>January 4, 2018</i> Motion made to accept the minutes as presented.		
Motioned By: Reggie Goddard	Motion Passes YES	Motion Fails
Seconded By: Sonya Wilson		

AGENDA ITEM # 4 AGENDA ITEM: 2018 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: EMA QM Plan is on target to be reviewed and updated by June 2018.</p> <p>GOAL 2A: Develop and review standards of care for funded services as needed and required. QM Committee will review all standards this year. Committee determined the following schedule for standards review:</p> <table border="1" data-bbox="235 394 1339 739"> <thead> <tr> <th>Meeting Month</th> <th>Standards</th> </tr> </thead> <tbody> <tr> <td>February 1, 2018</td> <td>Psychosocial</td> </tr> <tr> <td>March 1, 2018</td> <td>OAHS</td> </tr> <tr> <td>April 5, 2018</td> <td>Health Care Referrals and SS Services</td> </tr> <tr> <td>May 3, 2018</td> <td>Mental Health/Substance Use</td> </tr> <tr> <td>June 7, 2018</td> <td>Other Professional Services, Medical Transportation, Linguistic, Childcare</td> </tr> <tr> <td>July 12, 2018</td> <td>Medical CM and Non-Medical CM</td> </tr> <tr> <td>August 2, 2018</td> <td>Nutrition, Food Bank and Oral Health</td> </tr> </tbody> </table> <p>Committee reviewed Psychosocial standards and considered the recommendations for additions to the Patient Navigation services, that were submitted by the Assessment Committee. Committee approved all recommendations to be included under the Access to Care Section (III). Chair will forward recommendations/updates to the RW Office for updating of the standards.</p>	Meeting Month	Standards	February 1, 2018	Psychosocial	March 1, 2018	OAHS	April 5, 2018	Health Care Referrals and SS Services	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	<p>Old Business</p>
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<p>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.</p> <p>GOAL 3A: Develop, review and update performance measures for funded priority categories. Committee reviewed the performance measures and benchmarks and established which measures we would be monitoring and set new benchmarks based on 1) Performance data as of 3rd Qtr report, 2) recommendations from RW Office QM coordinator, 3) comparison regional and national performance data. (See attachment of recommendations)</p> <p>GOAL 3B. Monitor progress of EMA's performance on performance measures. Last quarterly update was provided by J. McKenzie of the RW Office in January 2018. The next update will be presented in April 2018.</p> <p>GOAL 4A. Establish & Implement EMA Wide Quality Improvement initiatives. QM Committee has established QI Projects: Lobby Wait Time and Linkage to Care. And Administrative improvement project: CAREWare. Last quarterly update regarding the QI projects' progress was provided by J. McKenzie of the RW Office. The next update will be presented in April 2018. QI Bootcamp training for agencies will be held on February 12-13th and will focus on the Linkage to Care Project.</p>	<p>New Business X</p>																



Agencies will get to work on their plan to improve Linkage to Care rates at their respective sites using QI tools.

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

RW Part A Office is offering two trainings in February 2018. February 12-13th will be the Quality Improvement Bootcamp(Focus on Linkage), and February 26th for the Non Medical Case management training. Emails regarding registration for both will be sent to agencies this week.

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

We will continue to work collaboratively across RW Parts, and to be inclusive of Prevention programs. Lorraine Austin of the Fulton HIPP program has been assigned to attend the QM meetings going forward. QM Chair will reach out again to Vivian Momah of GPACC. GPACC meeting will be held in Atlanta on February 22-23rd.

GOAL 5B. Promote the coordination of prevention and care quality improvement activities. In an effort to encourage additional participation from the field of HIV prevention, the QM Committee suggested and agreed to invite the following agencies to an upcoming QM Committee meeting:

Someone Cares

Atlanta Harm Reduction Coalition

Sisterlove Inc

ThriveSS

Impulse

Empowerment Resource Center

Recovery Consultants

AIDS Research Consortium of Atlanta-Dr. Melanie Thompson

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

N/A

Action to be taken:N/A

# of Votes For:	# of Votes Against:	Motioned By:	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		

AGENDA ITEM # 5 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}}



Committee ran over time, and did not have time to discuss as planned.				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}}

Committee ran over time, and did not have time to discuss as planned.				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: Committee ran over time, and did not have time to discuss as planned.	
	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: Committee ran over time, and did not have time to discuss as planned.			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: See attached

NEXT MEETING DATE/TIME: Thursday March 1, 2018 at 10am-12pm

NEXT MEETING LOCATION: Grady IDP P40

Time Meeting Adjourned: 12:00 PM

Attested by: _____

Minutes Approval Date: _____

APPROVED
BY: *Nicole Richard*

{Chair's Signature}

