

Greater Hampton Roads HIV Health Services Planning Council

Quality Improvement & Strategic Planning Committee Meeting

Norfolk Department of Human Services, 741 Monticello Avenue

Thursday, September 19, 2019: 4:00 p.m.

Call to Order: The Quality Improvement & Strategic Planning Committee meeting, held on September 19, 2019 at the Norfolk Department of Human Services, 741 Monticello Avenue, was called to order at 4:14 p.m.

Roll Call:

Present:

Doris McNeill
Syreeta Dawkins-PC Member

Jerome Cuffee
Todd England

Absent Members:

Catherine Derber
Ashley Brown
Tony Boston

Gwendolyn Ellis-Wilson
Tanya Kearney
Michael Singleton

Grantee Staff:

Marsha Butler
Jacquelyne Wiggins

Planning Council Support Staff:

Deryk Jackson
Teresa Malilwe

Absent PC Support Staff

Thomas Schucker

Moment of Silent Reflection:

A moment of silence and reflection was observed for those affected and infected by HIV and AIDS.

Confirmation Notice of Meeting Posting:

There was one confirmation for the Notice of Meeting Postings received by Support Staff.

Review of Minutes of Previous Meeting:

The committee reviewed the minutes from the last meeting. Motion to approve the minutes was not taken because of lack of a quorum.

Review of the Planning Council Timeline:

The Co-Chair reviewed the Planning Council Activity Timeline for the Quality Improvement & Strategic Planning Committee.

Clinical Quality Management (CQM): The Recipient Staff did not have a report to present to the committee.

The committee agreed to focus on the review of the draft Standards of Care that were under discussion at the last meeting:

- Local Pharmacy Assistance Program (LPA)
- Medical Case Management
- Non-Medical Case Management

The revisions of the Standards of Care were in alignment with the HRSA/HAB National Program Monitoring Standards for Ryan White Part A and Policy Clarification Notice 16-02.

During revision, it was noted that the Care and Quality Improvement Outcome Goals are Clinical Quality Goals. The Recipient Staff will present to the committee, the clinical information for each Standard.

In the absence of the draft LPAP Service Standards, the committee reviewed and revised the EIS Standards of Care.

With regard to the remaining Standards, the committee members will work, during their spare time, on the following Standards for the October committee meeting:

- Syreeta: Mental Health
 Substance Abuse

- Jerome: Food Bank/Home Delivered Meals
 Oral Health/Dental Services
 Referral for Health Care and Support Services

- Todd: Medical Transportation
 Emergency Financial Assistance (EFA)

- Recipient Staff HPCSA
 LPAP

- Doris: Outpatient/Ambulatory Medical Care

The committee will review the draft Standards of Care at the October committee meeting and vote on all the Standards. All the completed Standards will be presented to the Planning Council for review and a vote.

Any Other Business:

There was no other business to discuss.

Date of Next Meeting;

The next meeting will be Thursday, October 17th, at 4:00 p.m.

Adjournment:

A motion was moved by Jerome and seconded by Todd to adjourn the meeting. The motion passed with all voting yeah.

Respectfully submitted:

Doris McNeill - Co-Chair