

Greater Hampton Roads HIV Health Services Planning Council

Quality Improvement & Strategic Planning Committee Meeting

Norfolk Department of Human Services, 741 Monticello Avenue

Thursday, June 20, 2019: 4:00 p.m.

Call to Order and Roll Call: The meeting, which was held at the Norfolk Department of Human Services, 741 Monticello Avenue, was called to order at 4:08 p.m. The following members were in attendance:

Present:

Gwendolyn Ellis-Wilson
Todd England
Ashley D.D. Brown
Michael Singleton

Doris McNeill
Jerome Cuffee
Tanya Kearney

P.C. Members Present:

Syreeta Dawkins
Lisa Laurier
Rachael Artise

Absent Committee Members:

Catherine Derber
Tony Boston

Grantee Staff:

Robert Hargett
Jacquelyne Wiggins

Absent Grantee Staff

Marsha Butler

Planning Council Support Staff:

Thomas Schucker
Michael Koran

Deryk Jackson
Teresa Malilwe

Guests:

Andre Christian-Brown

Welcome/Introduction of Guests:

The Chair welcomed Mr. Christian-Brown and asked him to introduce himself.

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 no confirmed number of Notice of Meeting Postings received. Michael will follow up with the Recipient's Office about an updated Ryan White Provider list for Notice of Meeting postings.

Public Comment and Discussion:

There was no public comment and discussion.

Review of Minutes of Previous Meeting:

The committee reviewed the minutes from the last meeting.

- Motion: Gwendolyn Ellis-Wilson
- Seconded: Jerome Cuffee

The minutes were approved as written.

Review of the Planning Council Timeline:

The committee's agenda for the meeting was as follows:

- Review National HIV/AIDS Strategy (NHAS) and Norfolk TGA continuum of Care:
The committee did not review the National HIV/AIDS Strategy and Norfolk TGA Continuum of Care during the committee meeting.
- Clinical Quality Management-Review TGA Quality Assurance Outcomes:
Recipient Staff responsible for Quality Management was not at the meeting to present her report.
Coordinate Data Provision on Outcomes to PAP Committee for the PSRA Process:
The committee will review preliminary data for the upcoming PSRA Session.
- Compile Unresolved Issues in Parking Lot.
- Standards of Care:
The committee will start review of the Standards of Care after the PSRA Session in July. Support Staff discussed with the Recipient Staff about Quality Assurance/Clinical Quality Management Indicators and outcomes/ performance measures and the kind of data the committee would like to receive from the Recipient's Office.

Coordinate Data Provision on Outcomes to PAP Committee for PSRA Process: In preparation for the PSRA Session, scheduled for Thursday, July 18th, Support Staff presented to the committee for review, the Preliminary 2018 Data. The Preliminary PSRA document will be distributed to the Planning Council for review in preparation for the Mandatory PSRA Training. During the meeting, the committee reviewed the Service Utilization and Expenditures for Fiscal Year 2018.

During presentation, Support Staff reminded the committee that HRSA tasks the Planning Council with:

- Setting Priorities: That is, giving rankings to each of the service categories;
- Resource Allocations: That is, allocating a percentage of the dollar amount from the grant award to a category.

HRSA does not want Planning Councils to ask for more than 5% of the TGA/EMA's previous year's total grant award.

With regard to EIS, the Co-Chair noted that the committee was considering reviewing the models to make them more standard and thus, make it easy to measure outcomes. During review, the EIS Providers will be asked to attend the committee meeting so that they can also provide input, recommendations and suggestions.

Planning Council Support with Collaboration from Grantee's Office:

Support Staff will work with the Recipient's Office on some data related issues, such as the Care Continuum. The committee was encouraged to review the 2018/19 Ryan White Part A Data document and email their questions to the Planning Council Support Staff and/or the Recipient's Staff.

Any Other Business:

The Planning Council Co-Chair reminded the committee that the Priority Setting and Resource Allocations Session will be on Thursday, July 18th, 2019 from 9:00 a.m.-Mandatory Training for one hour and the rest of the day will be taken up with Priority Setting and Resource Allocations. The Session will be held at the Kroc Center in Norfolk.

Date of Next Meeting;

The next meeting will be Thursday. August 22nd, at 4:00 p.m.

Adjournment:

Meeting adjourned:

- Motion: Michael Singleton
- Second: Gwendolyn Ellis-Wilson

The motion to adjourn the meeting was approved.

Respectfully submitted:

Doris McNeill - Co-Chair

Michael Singleton - Co-Chair