

**GREATER HAPMTON ROADS HIV HEALTH SERVICES
PLANNIGN COUNCIL
Quality Improvement & Strategic Planning Committee Minutes
Norfolk Department of Human Services
Tuesday, July 21, 2020: 4:00 p.m.**

Call to Order and Roll Call Moment of Silent Reflection for those infected and affected by HIV/AIDS

Roll Call

Gwendolyn Ellis-Wilson
Doris McNeill
Ashley Brown
Tanya Kearney
Syreeta Dawkins
Marsha Butler
Jacquelyne Wiggins
Deryk Jackson

Absent

Jerome Cuffee
Teresa Malilwe

Guests:

No Guests

Confirmation of Notice of Meeting:

The notice of meeting was posted on the Norfolk TGA Website.

Review of Minutes from last meeting:

Some revisions were made to the final minutes. After review, a motion was moved by Gwendolyn and properly seconded by Ashley to accept the minutes as written. Motion passed.

Planning Council Activity Timeline (P-CAT):

The committee was on track with the P-CAT. However, the committee has to go over the planning portion of the Grant Guidance and review the revisions to the Emergency Financial Assistance Service Standards.

Emergency Financial Assistance Service Standards:

The Committee reviewed the final revisions that were made to the Emergency Financial Assistance Service Standard in coordination with Recipient Staff. The committee recommended some revisions to the Standard. Some revisions presented by Support Staff included:

- The ADAP eligibility determination the TGA will use EFA funds to help clients get their medications during their ADAP eligibility period.
- The cost of ADAP medications, and/or
- How EFA has traditionally been used in the TGA.

The changes also included the time restraints from thirty/sixty days to two weeks.

After review Gwendolyn moved a motion and was properly seconded by Ashley to approve the Emergency Financial Assistance (EFA) Standards of Care with the noted revisions. The motion carried. The revised EFA Standards of Care will be submitted to the Recipient Staff for further action.

Review of the Planning Council Portion of the Grant Guidance:

Since the QISP Committee has no responsibility towards the Grant Guidance, Support Staff will email the Planning Council portion of the Guidance to interested committee members.

Election of the Committee Co-Chair:

Doris who has been Co-Chair of the QISP committee has rotated off the Planning Council. In this regard, the committee was requested to nominate and elect two committee co-chairs. A motion was moved by Gwendolyn and properly seconded by Doris to nominate and subsequently elect Ashley and Syreeta as the committee's Co-Chairs. The motion passed unanimously.

Triennial Needs Assessment:

The committee agreed to start discussing the Triennial Needs Assessment at the September 15th committee meeting. In the meantime, the committee members can try to learn what studies have already been done by other jurisdictions about HIV and Aging; vis-à-vis what their special needs are and come back with fresh idea. The newly elected Co-Chairs were encouraged to look through the last Triennial Needs Assessment for guidance.

There was also a recommendation that, like other jurisdictions, the committee can look at how the Needs Assessment relates to viral suppression, looking at service and the HIV National Goal for the 90/90/90.

Adjournment:

With no further business to discuss, a motion was moved by Gwendolyn and properly seconded by Ashley to adjourn the meeting. The motion passed,

Respectfully submitted:

Ashely Brown

Syreeta Dawkins