

# Greater Hampton Roads HIV Health Services Planning Council

## Quality Improvement & Strategic Planning Committee Meeting

Norfolk Department of Human Services, 741 Monticello Avenue

Thursday, May 18, 2017: 4:00 p.m.

**Call to Order:** The meeting was called to order at 4:07 p.m.

**Moment of Silent Reflection:** A moment of silent reflection was observed for those affected and infected by HIV and AIDS.

**Welcome/Introductions/Roll Call:** Attendance was called as follows:

**Present:**

Gwendolyn Ellis-Wilson  
Todd England  
Ashley Veal

Doris McNeill  
Robert Bailey  
Michael Singleton

**Members Absent:**

Catherine Derber  
Tanya Kearney  
Rachael Artise

**Staff:**

Jacquelyne Wiggins-Grantee Staff  
Thomas Schucker-P.C. Support  
Teresa – PC Support Staff

Marsha Butler-Grantee Staff  
Michael Koran-P.C. Support

Committee members and Staff introduced themselves and stated their areas of conflict.

**Review of Minutes:**

The committee reviewed minutes from the last meeting. The following corrections were noted:

Under: Welcome/Introductions/ Roll Call:

- Rachael was recorded as both *Present* and *Absent*: According to the signing sheet, Rachael was *Absent* from the April meeting.

Under: Review HRSA: HIV/AIDS Bureau (HRSA-HAB) Performance Measures:

2<sup>nd</sup> paragraph, 1<sup>st</sup> bullet should read:

- Outpatient/Ambulatory Health Services: Three (3) agencies, including seven (7) sites.

A motion was moved by Robert and properly seconded by Gwendolyn to approve the minutes with noted corrections. The motion passed.

**Old Business:**

The committee reviewed the P-CAT. The agenda items were as follows:

- Review Implementation of Health Care Reform/National HIV/AIDS Strategy Impact to Ryan White
- Review the Comprehensive Plan

- Update Service Category Definitions
- Refine Standards of Care
- Review National HIV/AIDS Strategy ('NHAS') and Norfolk TGA Performance
- Coordinate Data Provision on Outcomes to PAP Committee for PSRA Process
- Determine Focus of Standards of Care/Performance Measure Site Visits
- Compile Unresolved Issues in Parking Lot

Review Implementation of Health Care Reform/National HIV/AIDS Strategy Impact to Ryan White: Copies were distributed for review to committee members, of the Kaiser Family Foundation report on "What is at Stake in the Affordable Care Act (ACA) Repeal and Replace for people with HIV?" The report is a subjective and objective look at what is at stake for the HIV population. Committee members were requested to read and think about the information contained in the report as it might impact the Norfolk TGA Planning Council's Priority Setting and Resource Allocations Process. Copies will also be given to the entire Planning Council for review in preparation for the PSRA Session.

Refine Standards of Care: Four draft Service Standards in the new format, were given to the committee for review. The four Care Standards included the service delivery models and the definition.

- Substance Abuse Services (Outpatient) Service Standard: The committee reviewed both the old and the reformatted Substance Abuse Services Service Standard; that is, the Definition, Client Intake and Eligibility, Personnel Qualifications, Care and Quality Improvement Outcome Goals, Service Standards, Measures and Goals. The committee made a few corrections to the document after some discussion. A motion was moved by Robert and properly seconded by Gwendolyn to accept the Substance Abuse Services (Outpatient) Service Standard with noted corrections. The motion passed.
- Mental Health Services Service Standard: Copies of both the old and the reformatted Mental Health Services Service Standard were distributed to the committee for review. Personnel qualifications were moved from the old to the newly formatted Service Standard. There was some discussion regarding Service Standards, Measures, and Goals. Some corrections were recommended and a motion was moved by Robert and properly seconded by Gwendolyn to accept the Mental Health Services Service Standard with noted corrections. The motion passed.
- Medical Transportation Services Service Standard: Personnel qualifications are as listed in the previous Medical Transportation Services Service Standards. The committee recommended the following addition to Personnel Qualifications: "All Medical Transportation Staff will have, at least, one (1) hour of Cultural Diversity Training a year". After discussion, a motion was moved by Robert and properly seconded by Michael to accept Medical Transportation Services Service Standards as amended. The motion passed.
- Health Insurance Premium and Cost Sharing Assistance (HIPCSA) Service Standard: Support Staff noted that Policy Clarification of the 16-02 was updated in December 2016 to include co-payments for oral health services. However, the Clarification has not added to the Norfolk Health Insurance Premium and Cost Sharing Assistance. After extensive discussion, the committee also discussed, among other things, Client Intake and Eligibility, Personnel Qualifications, Care

and Quality Improvement Outcome Goals, Service Standards, Measures, and Goals. Amendments were made to the Standard. Robert moved a motion and was properly seconded by Ashley to accept the Health Insurance Premium and Cost Sharing Assistance Service Standard as amended. The motion passed.

**New Business:**

In response to Todd's question regarding the Norfolk TGA Formulary, it was noted that the Norfolk Part A Formulary is scheduled for review between now and February of next year.

There will not be the Red Ribbon Exercise this year because the Community Access Committee Town Hall event was cancelled. The two committees' Chairs will discuss further after a new date for the next event has been confirmed.

For the June meeting, aside from the items on the P-CAT for the month, the Priorities, Allocations and Policies Committee will be presented with the data requests from the State of Virginia and from the Grantee, in preparation for the July Priority Setting and Resource Allocations Process.

The committee was requested to update themselves by reading the report from the Kaiser Family Foundation on "*What is at Stake in ACA Repeal and Replace for People with HIV*" in preparation for the PSRA Session in July.

The committee was also requested to continue reading the Needs Assessment Report and come back with data suggestions for discussion at the June meeting. In the report, the committee should focus on the needs, barriers and gaps, including the comments from the consumers and from the Providers regarding services. The committee was advised to look at the report according to the Norfolk demographics, and geographic locations.

**Any Other Business:**

There was no other business to discuss.

**Date of Next Meeting/Adjournment:** The next committee meeting will be on Thursday, June 15<sup>th</sup>, at 4:00 p.m. With no further business, a motion was moved by Robert and properly seconded by Gwendolyn to adjourn the meeting. The motion passed.

Respectfully submitted:

Doris McNeill-Committee Chair