



**Greater Hampton Roads HIV Health Services Planning Council
Quality Improvement & Strategic Planning Committee Meeting**
Norfolk Department of Human Services, 741 Monticello Avenue
Thursday, June 18, 2015 – 4:00 p.m.

Call to Order: The meeting was called to order at 4:00 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: The Roll was called and the following committee members were present:

Present:

LuAnn Gahagan
Beverly Franklin
Charmaine Brown
Todd England

Robert Bailey
Catherine Derber
Doris McNeill

Excused:

Andre B. Christian
Jenny Carter
Julie Newsome

Gloria Anderson
Jerome Cuffee
Katrina Fontenla

Devina George – P.C. Member (Attended the meeting as a Guest)

Review of Minutes: The minutes from the last meeting were reviewed. A motion was moved by Beverly and properly seconded by Todd to approve the minutes as written. The motion passed with one abstention.

Review the P-CAT: The committee reviewed the agenda in accordance with the committee's activities on the P-CAT. The committee will discuss the following items:

- *Review implementation of Health Care Reform/National HIV/AIDS Strategy Impact to Ryan White.*
- *Review the Comprehensive Plan*
- *Refine Standards of Care:*

Marsha gave an update with regard to the review of the Standards of Care. The Pods will start reviewing the services with QM data which was made available in Fiscal Year 2014; as follows:

- Early Intervention Services (EIS). This will be discussed after the Provider meeting on Tuesday, June 30th from 11:00 a.m. to 1:00 p.m.
- Mental Health
- Substance Abuse
- Oral Health

For Fiscal Year 2015, the Grantee's Office was planning to do QM audits for:

- Primary Medical Care
- Case Management
- EFA

- Medical Transportation
- Case Management-Non Medical
- Update Service Category Definitions:
The committee reviewed the Service Category Definitions. The recommendation was to ensure that Part A, and Part B were closely aligned with each other. The committee reviewed the following Service Category definitions:
 - *Substance Abuse Services-Outpatient.*
Parking Lot: The committee agreed to review Residential Substance Abuse Services separately.
 - *Medical Transportation.*
 - *Emergency Financial Assistance (EFA):*
The committee agreed to remove from the definition, *groceries, food vouchers and food stamps*, because these are not funded by the TGA. With regard to medications, it was noted that this covers non-ADAP medications. After extensive discussion, the committee agreed to keep the *medications* aspect under EFA.
 - *Early Intervention Services.*
 - *Health Insurance Premium/Cost Sharing Assistance:*
The committee updated the Service Category Definition by removing the first bullet which talks about “*Purchasing health insurance ...*” With regard to the third bullet, it was agreed to delete the bullet because the Norfolk TGA does not fund *true out-of-pocket (TrOOP)*. However, the fourth bullet should read as follows:
“*The Norfolk Ryan White Part A Program has elected to provide co-pay assistance for Medical, Mental Health and prescription co-pays. The co-pay for medication is capped at \$3,500 per grant year per client.*”
 - *Mental Health Services:*
The committee made a few edits and agreed that the definition is closely aligned with the HRSA and Part B definitions.
 - *Medical Case Management:*
The committee agreed to use the HRSA definition for the Medical Case Management service category.
 - *Oral Health:*
The committee agreed to use the HRSA definition for Oral Health.
 - *AIDS Pharmaceutical Assistance (Local):*
The committee agreed to use the HRSA definition for the service category.
Parking Lot: The committee will discuss the Part B formulary at the next meeting.
 - *Outpatient Ambulatory Medical Care:*
It was agreed to use the HRSA definition.
 - *Non-Medical Case Management:*
This is a new service category and the committee agreed to use the TGA’s definition.

A motion was moved by Robert and properly seconded by Tanya to accept the recommended changes as discussed. The motion passed

Support Staff will make the necessary changes. Copy of the document with track changes and an edited copy of definitions will be emailed to Planning Council members for review and approval at the June meeting.

New Business:

Compile Unresolved Issues in Parking Lot:

Age, Gender demographic breakdown of the newly diagnosed, trends from 2012, 2013, and 2014, including Transmission Mode: At the last meeting, the committee asked Katrina for the age, gender demographic breakdown of the newly diagnosed, trends from 2012, 2013, and 2014, including transmission mode; for review at the June meeting. Copies of the data which Katrina sent related to the committee's request, were distributed to the committee for review.

The committee noted that the 2014 data from VDH did not include six Part A providers because no one asked for it. Therefore, the Norfolk Part A's viral load suppression numbers look terrible because six Part A providers were not included by VDH. In this regard, the data for the Norfolk TGA Part A according to the 2014 data is missing six Part A providers. That issue has been resolved going forward. The TGA would love for there to be a recalculated baseline for 2014. However, it does not seem that this will happen, so the Norfolk TGA Part A's baseline will be 2015.

Any Other Business: The committee will not meet in July because of the PSRA Session. There was no other business to discuss.

Date of Next Meeting/Adjournment: The next meeting will be on Thursday, August 20, 2015 at 4:00 p.m. With no further business, a motion was moved by Robert and properly seconded to adjourn the meeting. The motion passed.

Respectfully submitted:

LuAnn Gahagan-Chair