

Greater Hampton Roads HIV Health Services Planning Council
Quality Improvement & Strategic Planning Committee Meeting
Norfolk Department of Human Services, 741 Monticello Avenue
Thursday, August 20, 2015 – 4:00 p.m.

Call to Order: The meeting was called to order at 4:02 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 in attendance:

Present:

Doris McNeill	Jerome Cuffee
Charmaine Brown	Todd England
Gwendolyn Ellis-Wilson	Robert Bailey
Katrina Fontenla	Andre Christian
Gloria Anderson	LuAnn Gahagan
Jenny Carter	Tanya Kearney
Jacquelyne C. Wiggins-Grantee Staff	Marsha Butler-Grantee Staff
Thomas Schucker-PC Support	Teresa-PC Support Staff

Excused:

Julie Newsome	Catherine Derber
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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 Robert 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 Planning Council Activity Timeline (P-CAT). The committee's activities for the month of September are:

- *Review implementation of Health Care Reform/National HIV/AIDS Strategy Impact to Ryan White.*
- *Review the Comprehensive Plan*
- *Refine Standards of Care:*
- *Review Q1 portion of Grant Guidance:*
HRSA has not yet released the Guidance. The committee will not, therefore, review this agenda item.
- *Compile Unresolved Issues in Parking Lot:*

The committee will look at the Guidance on the Comprehensive Plan; and how that aligns with the National HIV/AIDS Strategy.

Thomas presented a PowerPoint of the Integrated HIV Prevention and Care Plan Guidance which includes the Statewide Coordinated Statement of Need (SCSN) 2017-2021, and the National HIV/AIDS Strategy update for 2020 which is developed by HRSA. New to this, because of prevention this year, the TGA will work jointly with CDC

as well as their Division of HIV/AIDS Prevention. It will be a joint effort which will be done in one implemented Plan. The CDC and HRSA have developed Guidance to support the submission of an integrated HIV Prevention and Care Plan which will help accelerate progress towards reaching the goals of the National HIV/AIDS Strategy (NHAS): preventing new infections, increasing access to care and improving health outcomes; and reducing HIV related health disparities. Further, this will help reduce the reporting burden and duplicated efforts.

The Plan should reflect the community's vision and values regarding how best to deliver HIV prevention and care services. It is, therefore, important that, as a Planning Council, consumers are brought to the table, including Part B, and Part C Representatives, mental health and substance abuse providers, community health providers, elected officials, etc...

It was noted that the guidance is written in four sections that provide a framework for HIV prevention and care to grantees; one of which is: *prevention and care needs assessment process and results*. The Norfolk Part A TGA is coming up on its triennial Needs Assessment. The Planning Council should, therefore, start thinking about what questions need to be asked and how they align to the National HIV/AIDS Strategy; that is, how the TGA is reaching viral suppression and what are the barriers to care.

At the end of the discussion, it was noted that the takeaway from the presentation was for the Planning Council to do a good job on a comprehensive Needs Assessment. The focus on the next needs assessment should be on specific questions and how those questions align with the Norfolk TGA's Care Continuum specifically addressing; what are the barriers to reaching viral suppression. It was recommended for the committee to look at previous survey questions for In-Care, Out of Care, and the Newly Diagnosed and to use the same three populations.

Refine Standards of Care: The Grantee's Office met with the Early Intervention Services providers to review EIS Standards of Care. Marsha discussed the revisions that were made to the Standards by the working group. After discussion, Robert moved a motion which was seconded by Gwen to accept the revised EIS Standards of Care with noted correction. The motion passed. The revised Standards will be presented to the Planning Council for final approval.

The working group will review the Non-Medical Case Management Standards of Care for the next time. Committee members and/or Planning Council members are welcome to attend the scheduled PODS.

New Business:

FY 2015 Service Utilization Report-Quarter 1: The Grantee's Office presented the FY15 Quarter 1 Service Utilization CAREWare Data. Quarter 1 is from March 1st to May 31st. She requested the committee to review the report and indicate to the Grantee staff if any other data should be included on the report. The report will be presented at the Executive Committee meeting.

Discussion of committee chair: All the Planning Council Sub-Committees nominate and elect their chair at their August meetings. Elected committee chairs should be Planning Council members. There was discussion regarding the need for a committee's chair and

co-chair because of the numerous responsibilities and size of the committee. After extensive Discussion, Robert moved a motion which was seconded by Katrina to accept the nomination and subsequently the election of Doris as the new Chair of the Quality Improvement and Strategic Planning Committee. The motion passed. Doris will chair the September 17 committee meeting.

Compile Unresolved Issues in Parking Lot:

- Discuss Part B Formulary: The committee agreed to table discussion of the Part B Formulary. The recommendation was to march and combine the two Formularies. A copy of the Part B Formulary will be sent to the Support Office for dissemination to the committee for review prior to the meeting.
- Residential Substance Abuse Services: The discussion was deferred to the September meeting. Copies of Substance Abuse (Residential) Standards of Care from other jurisdictions (New Haven/Fairfield Counties, and San Antonio) were distributed to committee members for review prior to the meeting in September. The Grantee Staff volunteered to provide additional Substance Abuse Standards of Care from other jurisdictions for comparison purposes at the next meeting.

Any Other Business: The 2015 Eastern Region HIV/AIDS Fall Summit will be held on September 16, 2015 at Wyndham Virginia Beach Oceanfront, Virginia Beach.

Date of Next Meeting/Adjournment: The next meeting will be on Thursday, September 17, 2015 at 4:00 p.m. With no further business, a motion was moved and properly seconded to adjourn the meeting. The motion passed.

Respectfully submitted:

LuAnn Gahagan-Chair