

**GREATER HAMPTON ROADS HIV HEALTH SERVICES
PLANNING COUNCIL
Quality Improvement & Strategic Planning Committee Minutes
Tuesday, March 15, 2022: 4:00 p.m.**

Call to Order:

The QISP Committee meeting was called to order, at 4:05 p.m. The Chair welcomed committee members and guests to the meeting. The following were in attendance:

Roll Call

Present:

Ashley D.D. Brown
Clay Porter
Jerome Cuffee
Dr. Kearney
Doris McNeill

Recipient/PC Support Staff:

Marsha Butler
Deryk M. Jackson
Thomas Schucker
Teresa Malilwe

Guest/s:

Vonda McKeithan-EVMS

Absent:

Rhonda Russell
Syreeta Dawkins

Moment of Silent Reflection:

A moment of silence and reflection was observed for those living with, and those infected and affected by HIV/AIDS.

Confirmation of Notice of Meeting:

Review of Minutes from last meeting:

The committee reviewed minutes from the last meeting. A motion was moved by Jerome and seconded by Dr. Kearney to accept the minutes as written. The motion passed.

Review of the P-CAT:

For the meeting of February 15th, the committee will:

- Review P-CAT for progress
- Review Implementation of Norfolk TGA Integrated HIV Prevention and Care Plan
- Review TGA Quality Assurance Outcomes (e.g., chart reviews, service standards adherence)
- Review/Provide Input for the Recipient's Quality Improvement Plan
- Define Needs Assessment

The committee is on track with the Planning Council Activity Timeline.

With regard to the committee's annual budget request, the committee noted an omission in the minutes for the \$4,999.99 which they had agreed to ask for, for the committee's activities for the grant year. In this regard, because of the amendment, which was made to the minutes, a revised motion was moved by Jerome and properly seconded by Syreeta to approve the minutes with noted amendment. The motion passed.

At the last meeting, the committee agreed to work in collaboration with the Community Access Committee on the Consumer Forum/Town Hall. The QISP committee would assist with incentives for the Forum to encourage survey responses by participants. It was noted that the CAC was planning a Town Hall/Consumer Forum for April 20th and 21st.

However, the QISP co-chair and the CAC co-chair agreed to, instead use the incentives at the Statewide Consumer Retreat where there was a funding need for incentives.

Support Staff will follow up to find out if the completed committee budget request form was submitted to the Recipient's Office.

Due to lack of expert interpretations of the agenda items, the committee agreed to table the agenda items to the meeting in April. A motion was moved by Jerome and properly seconded by Syreeta to accept the recommendation as presented. The motion passed.

Parking Lot Items:

- Review Implementation of Norfolk TGA Integrated HIV Prevention and Care Plan
- Review TGA Quality Assurance Outcomes (e.g., chart reviews, service standards adherence)
- Review/Provide Input for the Recipient's Quality Improvement Plan
- Define Needs Assessment

Announcements by Members:

There were no announcements.

Public Comment/Discussion:

There was no comment/discussion.

Compile Unresolved Issues in Parking Lot:

There were no unresolved issues in the Parking Lot.

Next Committee Meeting:

The next committee meeting will be Tuesday, March 15th at 4:00 p.m.

Adjournment:

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

Respectfully Submitted:

Ashley D.D. Brown - Co-Chair