

**GREATER HAMPTON ROADS HIV HEALTH SERVICES
PLANNING COUNCIL
Quality Improvement & Strategic Planning Committee Minutes
Tuesday, July 19, 2022: 4:00 p.m.**

Call to Order:

The meeting was called to order, at 4:04 p.m. The Chair welcomed committee members to the meeting. The following participants were in attendance:

Roll Call

Present:

Jerome Cuffee
Ashley Brown
Rhonda Russell
Doris McNeil
Tanya Kearney
Vonda McKeithan

Recipient/PC Support Staff:

Marsha Butler
Thomas Schucker
Deryk M. Jackson
Teresa Malilwe

Absent:

Clay Porter
Syreeta Dawkins

Moment of Silent Reflection:

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

Confirmation of Notice of Meeting:

The notice of meeting was posted on the website. There were no responses from Sub-Recipients.

Review of Minutes from last meeting:

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

Review of the P-CAT:

For the meeting of July 19th, the committee's agenda was as follows:

- Review P-CAT for progress
- Discuss Norfolk TGA Triennial Needs Assessment-Current Status of the Survey
- Review/Provide Input for the Recipient's Quality Improvement Plan
- Review/Update Clinical Quality Management Performance Measure Portfolio

The Recipient Staff did not, currently, have the Performance Measurement Data. However, the committee reviewed and discussed the Norfolk TGA FY 2022-2024 Clinical Quality Management Plan, copy of which was emailed to the committee prior to the meeting for review. The Performance Measurement Portfolio is within the Clinical Quality Management Plan. It requires all committee members to sign it. Arrangements will be made for an in-person meeting to get that done in the next few months.

During the discussion, it was noted that Viral Load Suppression is one of the Performance Measures for all of the Part A Norfolk TGA Services. However, it was noted that Substance Abuse, and the AIDS Pharmaceutical Assistance Program are not currently funded.

Part A Norfolk TGA Needs Assessment:

At the time of the meeting, there were fifty-two (52) respondents to the survey. Palm Cards were distributed to Agencies. More responses are anticipated, as a result.

It was reported that so far, the process is going great. There was discussion about making considerations for when the Council gets closer to the Priority Setting and Resource Allocations Session, by looking at the number of responses and respondents on hand, and possibly keeping the survey open past the PSRA Session. That is, draw down the available data at the time of the PSRA Session. This can remain a new data source next year, if there are responses still coming in past this year's PSRA Session. It will also give the committee more time to distribute the Palm Cards, especially to the Non-Ryan White Providers.

There was some discussion regarding the deadline date for the survey. And it was noted that that was up to the committee. However, depending on the sampling received by the time of the PSRA Session, it was agreed to do a reboot and redistribution of the Palm Cards in efforts of getting more responses.

Support Staff noted that the committee is getting good responses from the survey. About seven/eight respondents have been identified as wanting more information about the Planning Council. Incentives to the first two-hundred respondents who are HIV+ will start going out soon via a valid email address.

Input from Recipient's Quality Improvement Plan:

In the past a contractor was contracted who would do site visits on the quality management and also look at Care Standards, and then would provide feedback to the Planning Council. However, since the new PCN came out, Standards of Care are no longer a function of CQM but come under Administration. This year, there might be some funds to do site visits and provide feedback. However, the Recipient Staff wanted to know what or how the committee would like feedback on the Standards of Care. Or does the committee want feedback on the Standards of Care? This has always been done as part of the site visit.

Recently, the Eastern Bureau Chief has provided additional guidance and some instructions on what should and/or should not be included in the Service Standards. Support Staff will have more information when direct feedback has been provided.

After discussion, it was noted that the committee might not have to revise the Care Standards again. Based on the Project Officer's guidance, during the last revision, the Performance Measures were taken out of the Service Standards. In that case, the committee agreed that they should ask, from the Recipient Staff, for both the Continuum of Care by Service Category as discussed by Support Staff, as well as an end-of-year Report regarding the Care Standards. Because as a Quality Improvement Committee, the committee needs some clarity around the Standards of Care rather than just the Performance Measures and the Needs Assessment.

New/Old Business:

Review Implementation of the Norfolk TGA Integrated HIV Prevention and Care Plan:

Support Staff still collaborate and continue to meet with the State Representative weekly. The next meeting will be on July 28th at 11:00 a.m. Support Staff continue to advocate for Part A integration Statewide, continue to ask for data needs and coordination of services, and also to make sure to integrate the Part A Norfolk TGA three Populations of Focus into the Statewide fund as the Committee starts to look at the Unmet Need framework for EIIHA.

Announcements by Members:

There were no announcements by members.

Next Committee Meeting:

Due to the upcoming Priority Setting and Resource Allocations Session, the committee will not meet in the month of August.

Adjournment:

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

Respectfully Submitted:

Jerome Cuffee – P.C. Co-Chair

Ashley D.D. Brown-Co-Chair