

METROPOLITAN ATLANTA HIV HEALTH SERVICES PLANNING COUNCIL
Quality Management Committee
Grady IDP
341 Ponce De Leon Ave Atlanta GA
March 1, 2018
10am-12pm
Minutes

Members	Members
Nicole Roebuck(Chair) AID Atlanta (P)	Sanjay Sharma Grady IDP (P)
Trevor Pearson(Co-Chair) Consumer Caucus (A)	Rachel Powell (P)
Latonya Wilkerson (D) AID Atlanta(P)	Suzette Thedford(D), DeKalb BOH (P)
Sharon Kricun (D) Positive Impact (A)	Toni Monroe (D) Here's to Life (P)
Zina Age (D)/Francis Adams ANIZ (P)	Ada Figueroa(D) Clarke County (P)
Stefanie Sparks/ (D) AIDS Legal Project (P)	Evan Pitts(D) NAESM (A)
Sonya Wilson (D) Cobb BOH (P)	Deb Bauer (D) RW Office Part D (A)
Jane Holik/Nordia Edwards (D) Emory Midtown (P)	Melissa Beaupierre Grady IDP (P)
Stacey Coachman/Reggie Goddard (D) Fulton BOH (P)	Lisa Roland-Grady IDP (A)
Laura Carter Williams/Lisa Roland (D) Grady IDP (P)	Alphonso Mills(A)
Kayla Anderson/Shelby Utter (D) Open Hand (P)	Adron Shepard(D)/ Recovery Consultants (A)
Heather Wademan (D) Positive Impact (P)	Vacant, GA AETC (Morehouse)
Abigail Hicks (Mercy Care) (P)	Stephen Molldrem, Community member (A)
Hawa Kone/Dr. Somo Hubbard (D) Clayton BOH (P)	Vivian Momah, GPACC (A)
Tiffany Roan/Jennifer Pearson(D) AHF (P)	Farzana Badrum-RW Planning Council (A)
Rachel See/Christine Ikeazor (D) Southside Med. Ctr (P)	Sandra Metcalf(A)-DPH Part B
Bridget Harris Ryan White Office Part A (A)	Barry Sermons (A)
Sandra Vincent RW Part A Planning Council (A)	Jonathan Perry (A)
Jocelyn McKenzie –RW Office Part A (P)	Katrina Barnes (P)
Pamela Phillips RW Office Part B (A)	Brandon Pruitt-Community (A)
Amber McQueen RW Planning Council (A)	Jenetter Richburg-AID Atlanta (P)
Spencer B. Webb COA HOPWA (A)	Reggie Dunbar-Consumer Caucus (P)

Absent (A) Present (P) Designee (D)

QUORUM:

{The presence of (3) active members of the Committee, Caucus, or Task Force shall constitute a quorum}

Yes No

CALL TO ORDER:

Meeting was called to order at 10:00am

AGENDA ITEM # 1 AGENDA ITEM: Welcome and Introductions



{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}

New attendees/guests/members included: Toni Monroe-Program Clinician-Here’s To Life	Old Business
	New Business
<i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}N/A</i>	
<i>Action to be taken:N/A</i>	

AGENDA ITEM # 2 APPROVAL OF AGENDA:

Chair forgot to send copy of agenda to the committee. Committee derived the agenda based on the items to be addressed from the August minutes.

Motion: Agenda was presented and accepted.
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Motioned By: Latonya Morrissette	Motion Passes YES	Motion Fails
Seconded By: Sonya Wilson		

AGENDA ITEM # 3 APPROVAL OF MINUTES:

Meeting Date: <i>February 1, 2018</i> Motion made to accept the minutes as presented.		
Motioned By: Laura Carter Williams	Motion Passes YES	Motion Fails
Seconded By: Stacey Coachman		

AGENDA ITEM # 4 AGENDA ITEM: Quality Management Overview

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}

Jocelyn McKenzie, Quality Coordinator at the RW Part A recipient’s office provided an overview of the quality management program, agency responsibilities, and QM 2017 activities, etc. Copy of the QM Overview	Old Business X
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GOAL 4A. Establish & Implement EMA Wide Quality Improvement initiatives.
 QI Bootcamp training for agencies was held on February 12-13th and focused on the Linkage to Care Project. Agencies worked on their plans to improve Linkage to Care rates at their respective sites using QI tools. Jocelyn McKenzie will be following up with individual agencies about their progress. Progress will be reported throughout the year. Update on other projects also forthcoming in the April Qtly update report from the recipient's office.

GOAL 4B. Ensure that QM trainings are offered to agencies and consumers in the EMA.

RW Part A Office offered two trainings in February 2018. February 12-13th the Quality Improvement Bootcamp(Focus on Linkage) and February 26th Non Medical Case management trainings were held as planned. Recipient has received positive feedback regarding both trainings. Agencies can continue to submit to their project officers, suggestions for training needs.

GOAL 5A. Engage other HIV funded programs in Quality Management planning and Improvement Initiatives.

QM Chair is a member of the Georgia Prevention and Care Council (GPACC) and attended the February 22-23rd meetings. Chair will reach out to Jamila Ealey at the state regarding attending the QM committee meetings to share their progress on quality improvements in State funded prevention programs. Plan is still to also invite other prevention agencies to share quality improvement initiatives occurring across the EMA.

GOAL 5B. Promote the coordination of prevention and care quality improvement activities. RW Planning Council Committee Chairs and Co-Chairs met on January 26th to discuss the goals and objectives of the Integrated Plan to ensure all parties were aware of the plan, the specific goals, and specific committee responsibilities. The next steps will be to bring together all prevention and care bodies to discuss the joint implementation, reporting activities, information sharing between bodies, etc. They also had a call with HRSA and the CDC with the State Part B program (Fulton JPGG is no longer in place) to discuss collaborative plans going forward.

*Motion: {If agenda item does not require a motion, indicate by noting "N/A"}
 N/A*

Action to be taken:N/A

# of Votes For:	# of Votes Against:	Motioned By:	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		



AGENDA ITEM # 6 AGENDA ITEM: Integrated Plan Update

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}

RW Planning Council Committee Chairs and Co-Chairs met on January 26 th to discuss the goals and objectives of the Integrated Plan to ensure all parties were aware of the plan, the specific goals, and specific committee responsibilities. The next steps will be to bring together all prevention and care bodies to discuss the joint implementation, reporting activities, information sharing between bodies, etc. They also had a call with HRSA and the CDC with the State Part B program(Fulton JPGG is no longer in place) to discuss collaboration plans going forward.				Old Business X
				New Business
<i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}</i> N/A				
<i>Action to be taken:N/A</i>				
# of Votes For:	# of Votes Against:	Motioned By:	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		

AGENDA ITEM #7 AGENDA ITEM: Consumer Caucus Update

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}

Brief Summary of Discussion: Consumer Caucus met last Wednesday February 21 st . They have established their calendar of meetings. Dr. David Reznick provided a presentation about Oral Health Care (which was very well received by the attendees). Consumer caucus is also welcoming any organization to present at their meetings (to share agency information, updates, etc.)				Old Business
				New Business
<i>Motion: {If agenda item does not require a motion, indicate by noting “N/A”}</i> N/A				
<i>Action to be taken:</i>				
# of Votes For:	# of Votes Against:	Motioned By: N/A	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		
		Seconded By:		

AGENDA ITEM # 8 AGENDA ITEM: QM Part A Update

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate “Old” or “New” Business with a check mark}}



Updates provided during discussions of workplan				Old Business X
				New Business
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}</i> N/A				
<i>Action to be taken:</i> N/A				
# of Votes For:	# of Votes Against:	Motioned By:	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		

AGENDA ITEM #9 AGENDA ITEM: Part B updates

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

Brief Summary of Discussion: Part B staff were not present.				
				New Business
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}</i> N/A				
<i>Action to be taken:</i>				
# of Votes For:	# of Votes Against:	Motioned By:N/A	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		

AGENDA ITEM #10 AGENDA ITEM: Part D updates

{Insert Agenda Number and Item, ex. A. B. C., I. II. III., 1. 2. 3. – Indicate "Old" or "New" Business with a check mark}}

Brief Summary of Discussion: Committee ran over time, and did not have time to discuss as planned.				Old Business
				New Business
<i>Motion: {If agenda item does not require a motion, indicate by noting "N/A"}</i> N/A				
<i>Action to be taken:</i>				



# of Votes For:	# of Votes Against:	Motioned By: N/A	Motion Passes <input type="checkbox"/>	Motion Fails <input type="checkbox"/>
		Seconded By:		
		Seconded By:		

WORKPLAN UPDATE: See attached

NEXT MEETING DATE/TIME: Thursday April 5, 2018 at 10am-12pm

NEXT MEETING LOCATION: Grady IDP P40

Time Meeting Adjourned: 12:00 PM

Attested by: _____ **APPROVED** _____ {Chair's Signature}

Minutes Approval Date: **BY: [Signature]** _____



RW Part A Quality Management Committee Calendar of Meetings 2018

January 4, 2018
February 1, 2018
March 1, 2018
April 5, 2018
May 3, 2018
June 7, 2018
July 12, 2018 (time change in the afternoon, exact time to be announced)
August 2, 2018
September 6, 2018
October 4, 2018
November 1, 2018
December 6, 2018

Schedule for Standards Review

Meeting Month	Standards Reviewed
February 1, 2018	Psychosocial
March 1, 2018	OAHS & EMA Screening Tool revision
April 5, 2018	Health Care Referrals and SS Services & finalization of EMA screening tool revision
May 3, 2018	Mental Health/Substance Use
June 7, 2018	Other Professional Services, Medical Transportation, Linguistic, Childcare
July 12, 2018	Medical CM and Non-Medical CM
August 2, 2018	Nutrition, Food Bank and Oral Health