

Cuyahoga Regional HIV / AIDS Health Services Planning Council

Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties

Jason McMinn, Robert Watkins – Co Chair



Quality Improvement Committee Minutes

Wednesday, May 16, 2018

2:30 pm to 4:00 pm

St. Augustine Health/Ursuline Piazza Campus
7801 Detroit Avenue, Cleveland OH 44102

Start: 2:42 End: 3:55 Co-chair: Robert Watkins

Moment of Silence

Welcome and Introductions

Approval of Agenda May 16, 2018

Motion: Naimah Seconded: Chris

In Favor: All Oppose: 0 Abstain: 0

Approval of the Minutes, April 18, 2018

Motion: Marlene Seconded: Chris

In Favor: All Oppose: 0 Abstain: 0

- i. Naimah O’Neal stated that she was in attendance for the April 18th meeting and asked to amend the minutes to reflect her attendance. PC support agreed to review the sign in sheet to confirm and update the minutes as needed. As follow-up, the April 18, 2018 sign in sheet was reviewed and Naimah O’Neal was in attendance for this meeting. The April 18th minutes were corrected for the record.

New Business

- I. Develop Directives for upcoming PSRA
 1. Sharron Harris projected the previous year’s (2015-2017) directives and reviewed them. The suggestion for 2019-20 was projected and discussed as well.
 2. 2019-20 Directive suggestions:
 - a. Sharron presented a proposed directive for committee consideration, the specific language of the proposed directive was:
 - i. *“The Grantee shall conduct Resource Training for Part A Funded Case Managers and how to advise on money management & resource planning annually, and direct providers of Medical Case Management and Non-Medical Case Management Services to:*
 1. *Work with clients to educate & offer assistance with money management and resource planning.*
 2. *Monitor progress at a minimum semi-annually.*
 3. *Report the number of clients with documented money management & resource plans annually as a percentage of total clients served.”*
 - b. Tim Leonard suggested to remove the “directing a corrective action plan”
 - c. Naimah O’Neal commented that you can’t force an adult to live by a budget, so what do you do then?
 - d. Kimberlin Dennis reminded members that this issue was raised at the April 28, 2018 Community Forum by a youth suggesting that training on how to budget would reduce the need for all the services funded in the TGA.
 - e. Robert Watkins commented that if taught to budget at a young age, it would help them throughout life.

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- f. Leshia Yarbrough-Franklin commented that it should only be a “recommendation” not a mandate.
- g. Marlene Robinson-Statler suggested changing the wording of #1 to “offer” instead of “work”.
- h. Bryan commented that he would like training with MCM/NMCM and CLC members.

A lengthy discussion continued regarding the wording of the directive.

Sharron reminded members that today was the deadline to create directives and that action must be taken today before the meeting ends to identify at least one directive.

The committee agreed that the final 2019-2020 ***directive description*** would be:

“The Grantee shall conduct Resource Training for Part A Funded Case Managers and how to advise on money management & resource planning annually, and direct providers of Medical Case Management and Non-Medical Case Management Services to:

1. *Work with clients to educate & offer assistance with money management and resource planning.*
2. *Monitor progress at a minimum semi-annually.*
3. *Report the number of clients with documented money management & resource plans annually as a percentage of total clients served.”*

A motion to accept the 2019-20 Directive as written was made by Chris Ritter

Seconded by Naimah O’Neal

VOTE: In Favor: 9 oppose: 1 Abstain: 0

Motion carried

3. Members agreed that previous approved directives from 2015-2017 would be carried forward (but not all would be carried forward). Sharron agreed to email the previous directives to members.
- II. Service Category Review – continue analysis of sustainability of lowest scored service category – This agenda item was tabled, due to lack of time.
- III. Represent TGA in Ohio Needs Assessment Process - Vino Sundaram reported that the IRB approval came through for OU. The PC approved 4 forum locations:
 1. Mercy Health,
 2. Signature Health,
 3. Saint Augustine Manor, and
 4. Circle Health
- IV. Represent the TGA in Statewide Integrated Plan (8 Goals) - The Grantee stated that the presentation was sent to the co - chairs, and suggested a formal discussion take place about the changes. PC Support will re-send the presentation to members.
- V. Grantee Review of the Continuum of Care – This agenda item was tabled for presentation at another date.

Standing Business

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- a. Determine formal written CAREWare data request – there was no data request made at this time.
- b. Monitor committee Work Plan for compliance – This agenda item was tabled for review at a later meeting.

Parking Lot Items - None

Next Steps - None

Announcements - QI June meeting will resume at regular time of 3:00 PM

Adjournment

Motion: Chris Ritter Seconded: Barb Gripshover

	QI Committee	Mar	Apr	May
1	Jason McMinn Co-chair	20	20	0
2	Robert Watkins Co-chair		20	20
3	Ryan Duhamell	20	0	20
4	Barbara Gripshover, MD	20	20	20
5	Leshia Yarbrough-Franklin	20	20	20
6	Tim Leonard	20	20	20
7	Christy Nicholls	0	20	0
8	Maurice Smith	0	0	0
9	Marlene Robinson-Statler	0	20	20
10	Alan Taege	20	0	0
	Total in Attendance	6	7	6

Staff: Sharron Harris, Pam Ditlevson, Melissa Rodrigo, Vino Sundaram

PC Members: Kimberlin Dennis, Clinton Droster, Bryan Jones, Naimah O'Neal, Chris Ritter, Max Rodas

Guest: Kate Burnett-Bruckman