

Cuyahoga Regional HIV / AIDS Health Services Planning Council

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

Jason McMinn, Robert Watkins – Co Chairs



Quality Improvement Committee Minutes

Wednesday, January 16, 2019

3:00 pm to 4:00 pm

Westshore Opportunity Center

9830 Lorain Ave., Cleveland

Start: 3:10 p.m. **End:** 4:05 p.m. **Facilitating Co-chair:** R. Watkins

Moment of Silence

Welcome and Introductions

Approval of Agenda: January 16, 2019

Motion: C. Nicholls Seconded: C. Droster

VOTE: In Favor: 7 Oppose: 0 Abstain: 0

Approval of Minutes: November 14, 2019

Motion: C. Droster Seconded: B. Gripshover

VOTE: In Favor: 7 Oppose: 0 Abstain: 0

New Business

a. Ohio Needs Assessment Progress Update

- Full presentation by OU will occur at tonight's PC meeting. The grantee is awaiting the final report for our grant area to be release by OU. The grantee will send out report to committee upon receipt confirming this is just year one of the three year needs assessment.

b. Statewide Integrated Plan Update

- Newsletter is going to continue in 2019 to be distributed in all areas around the state.
- There is a meeting this coming Friday.

c. Continued Discussion – Service Category Review

i. Food Bank/Home Delivered Meals

- Committee reviewed the data request to ensure no other items need to be added
- JFS representative added if the federal government partial shutdown continues in February additional people might need help with food. SNAP clients received their February benefits with the January benefits due to the partial shutdown.

ii. Emergency Financial Assistance

- Committee reviewed data request submitted by the chair.

d. Work plan review – R. Watkins

i. Needs Assessment

- Discussion on timeframe for the project for 2019

ii. State Integrated Plan

- Discussion about the revision of the goals being reduced from eight to four. The four new goals were reviewed. ODH is continuing the efforts for the Newsletter in 2019.

iii. Develop Directives for the Planning Council

- Discussion about the timeframe for the task in relation to Priority Setting Resource Allocation (PSRA).

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- iv. **Service Category Review**
 - Committee had discussion about what categories and processes to review annually
- v. **Continuum of Care**
 - Committee had discussion about reviewing the continuum twice per year
- vi. **Monitoring presentation**
 - Discussed having the grantee present in April 2019.
- vii. **Core Measures**
 - Discussion to move this item into Continuum presentation.
- viii. **Grant Guidance**
 - Discussion to review guidance once the RFP is released by HRSA.
- ix. **Orientation of New Members & Mentors**
 - Discussion to keep working on the plan
- x. **CAREWare Data Request**
 - This is an ongoing item
- e. **Clinical Quality Management Committee Update**
 - Update provided by grantee’s office.
- f. **Monitor committee work plan**
- g. **Develop 2019 Committee Workplan**

Standing Business

- a. Determine CAREWare Data Request (if needed)

Parking Lot Items

- a. Monitor Committee Work Plan for Compliance

Next Steps

Announcements

Adjournment

Motion: C. Ritter

Seconded: T. Leonard

	QI Committee	Jan	Feb	Mar	Apr	May	June	Aug	Sep	Oct	Nov
1	Jason McMinn Co-chair	20									
2	Robert Watkins Co-chair	20									
3	Charmaine Curry	0									
4	Barb Gripshover	20									
5	David Johnson	0									
6	Tim Leonard	20									
7	Christy Nicholls	20									
8	Marlene Robinson-Statler	0									

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9	Leshia Yarbrough-Franklin	0												
	Total in Attendance	5												

PC Members: K. Dennis; C. Barnett; C. Droster; **B. Jones**; C. Ritter; R. Rolling; J. Stevenson

Staff: S. Harris; M. Rodrigo; Z. Levar

Guests: K. Burnett-Bruckman; P. Byrne