

Cuyahoga Regional HIV / AIDS Health Services Planning Council

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

Jason McMinn, Maurice Smith – Co Chairs



Quality Improvement Committee Minutes

Wednesday, January 17, 2018

3:00 pm to 4:00 pm

St. Augustine Health/Ursuline Piazza Campus

7801 Detroit Avenue Cleveland, OH 44102

Start: 3:09 End: 4:16 Co-chair: Jason McMinn

Moment of Silence

Welcome and Introductions

Approval of Agenda, January 17, 2018 – No Quorum

Motion: Seconded:

Vote: In Favor: Oppose: Abstain:

Approval of the Minutes, November 15, 2017

Motion: Seconded:

Vote: In Favor: Oppose: Abstain:

New Business

a. Review & Approve QI 2018/2019 Work Plan

The Prior year's work plan was projected and reviewed and the following changes in the activity was proposed:

- A. *"Represent TGA in Ohio Needs Assessment process – to include planning, and HIV Care Continuum area of focus"* (language "RFP review" was removed, keeping the remaining language.
- B. *"Represent TGA in Statewide Integrated Plan"* keep all the goals the same, add names of the task leaders, changes may take place at ODH to lessen the number of Goals, will make adjustment as needed if ODH make changes in Goals.
- C. *"Develop Directives"* keep this language the same
- D. *"Service Category Review"* Keep this activity the same
 1. Home Care
 2. Home and Community-based Services
 3. Substance Abuse – Outpatient
 4. Substance Abuse = Inpatient
- E. *"Grantee review of local Continuum of Care"* Keep this activity the same
- F. *"Grantee Quality Site Visit Presentation"* Keep this activity the same
- G. The committee may decide to leave #1, but should revisit this activity in 2019
- H. *"Review QI portion of Grant guidance"* Keep this activity the same
- I. *"Assign "buddy" an provide QI Committee specific orientation"* – clean up language
- J. *"Determine formal, written CAREWare Data request"* Keep this activity the same
- K. *"Review Quality Management Plan of the Grantee's Office"* Keep this activity the same.
- L. *"Review Scope of Work (SOW) for FY 2018-2019"* Keep this activity the same
- M. *"Develop the Quality improvement Work Plan for FY 2018-2019"* Keep this activity the same.

The committee agreed to review and vote on the work plan and assign Task Leader at the February 21st meeting.

b. Status Report on Statewide Integrated Plan (Goals)

Melissa Rodrigo – evaluate goals for appropriateness to the plan, meeting Friday, Feb 6th statewide call regarding the goals,

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Kate Burnett-Bruckman – goal #6 – the quality part of the plan will provide training of consumer on quality. The training is scheduled for 3-days in Columbus. Three (3) consumers are needed to become trainers and come back to train in the Cleveland TGA. After completing the training, one (1) local training is required, the NQC will support the team. Scholarships are available – hotel and transportation, breakfast and lunch, 3 day commitment is required. Kate will coordinate on behalf of Grantee. Consumers participating in the training must work with the Grantee. Reach out to consumers who would be interested. Training is scheduled for March 7th-9th must complete the application and include resume. Applications due by Feb. 6th. Robert Watkins and Kimberlin Dennis have expressed interest in participating.

- c. Represent the TGA in Ohio Needs Assessment process** – to include planning, and HIV Care Continuum area of Focus. Vino Sundaram presented the introduction (*see slides*). The Needs Assessment includes two (2) focus areas:

1. HIV High risk negative, and
2. HIV Positive

QI role is feedback and input for HIV positive. Vino will be the contact between QI and Ohio University (OU). OU introduced themselves and opened up to questions. They are currently conducting a literature review to identify factors in HIV Care Continuum. They are seeking the help to identify the best outreach strategies to seek candidates to participate in focus group discussions in the spring.

Suggestions were to reach out to Planned Parenthood – Everyone was encouraged to use word of mouth through other HIV positive individuals. Naimah suggested holding 4-5 focus groups to cover all areas. Melissa Rodrigo suggested that the Planning Council focus must be on the HIV Positives and that Prevention representatives can help with High-risk negatives, but the Planning Councils must stay focused on HIV positive. Committee members were encouraged to e-mail any suggestions to Vino (email provided)

- c. Review Home Health Care Service Category for potential elimination (change word to possible) - **Table until February.**

QI will follow S&F lead on service category ranking, Jason suggested continuing the discussion in Executive committee.

Standing Business

- a. Determine formal written CAREWare Data Request
- b. Suggestions for Directives

Parking Lot Items - None

Next Steps

Announcements

Maurice Smith contacted Kimberlin to step down as Co-chair of the QI committee.

Chris Ritter asked members to consider moving to other committees, to assist committees to maintain quorum.

Adjournment

Motion: Marlene Robinson-Statler Seconded: Leshia Yarbrough-Franklin

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QI Committee												
3:00 - 4:00pm												
Quorum = 4		2017/18										
QI Committee		Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan
1	Jason McMinn Co-chair	20	20	20	20		20	0	20	20		20
2	Maurice Smith Co-chair	20	20	20	20		0	20	20	0		0
3	Barbara Gripshover, MD	20	20	20	20		0	20	20	20		0
4	Leshia Yarbrough-Franklin	20	20	20	0		20	20	20	20		20
5	Marlene Robinson-Statler	20	20	20	20		20	20	20	20		20
6	Alan Taege	0	20	0	20		20	20	0	20		0
In Attendance		5	7	5	6		5	5	5	5		3

Staff: Sharron Harris, Pam Ditlevson, Claire Boettler, Melissa Rodrigo, Vino Sundaram, Zach Levar, Kate Burnett-Bruckman

Guest: Tim Leonard, Adam Torres, Alisha Jimenez Thompson, Jeannie Citerman-Kraeger, Robert Watkins, James Stevenson, Max Rodas, Chris Ritter, Naimah O’Neal, Tina Marbury, Tammie Jones, Kimberlin Dennis, Christy Nicholls